EVENT SAFETY MANAGEMENT PLAN

Flood, Part II: Abundance
and
Flood, Part IV: New World

Prepared by Slung Low

DOCUMENT CONTROL

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Section 1 - Overview
1.0 Event Overview

Flood, Part II: Abundance and Flood, Part IV: New World are outdoor theatre productions which will be performed together on a series of floating platforms and boats in the Victoria Dock half tide basin.
An audience of up to 450 people will watch the performance each night from dry land, listening to the action through headphones. The event is produced by Slung Low and Hull UK City of Culture 2017.
For one week, we will present Part IV: New World as a stand-alone, 60-minute production. For the second week Part II: Abundance and Part IV: New World will be performed together each evening with an interval; the total event is expected to last for 3 hours.

Key Dates

Get in on site	Monday 21st August
Tech & Fit Up	Monday 21st August to Sunday 3rd September
Tech rehearsals	Monday 4th September to Monday 25th September
Shows: Part IV only	**Tuesday 26th September to Friday 29th September (9pm start)**
Tech rehearsals	Saturday 30th September to Tuesday 3rd October
Shows: Part II & IV	**Wednesday 4th October to Sunday 8th October (7pm start)**
De-rig & get out	Monday 9th October to Saturday 14th October

Slung Low is an award-winning new work company based in south Leeds which specialises in making adventures for audiences outside of conventional theatre spaces. Since its creation in 2000, Slung Low has created ground-breaking work with such organisations as The RSC, Sheffield Theatres, The Barbican, The Lowry, Liverpool Everyman Theatre, Singapore Festival and I Love West Leeds Festival. Recent work includes *Camelot: The Shining City*, an epic outdoor adventure for the city of Sheffield and *The White Whale*, a new version of Melville's Moby Dick performed on the Leeds Liverpool canal.

Hull 2017. In 2017, the eyes of the world will be on Hull as it becomes UK City of Culture. Hull UK City of Culture Ltd. has been set up to deliver 365 days of transformative culture through a range of diverse and high-profile events and projects.

1.1 Contacts

Slung Low

Joanna Resnick	Producer	07525 832774	joanna@slunglow.org
Alan Lane	Director	07718 644296	alan@slunglow.org

Event Safety Advisory Group (ESAG)

Hull 2017 ESAG Liaison
Gareth Hughes, Head of Production
01482 318860 /07733 112272
gareth.hughes@hull2017.co.uk

1.2 Licensing

Hull 2017 has been granted a Premises Licence for the Victoria Dock Half Tide Basin to be used as a performance site. Further details available on request.
A Premises Licence for the selling of food and drinks (no alcohol) in Victoria Park has been submitted to Hull City Council.

1.3 Production Overview
Flood Part IV: New World is the final instalment of Flood, a year-long project commissioned for Hull 2017.

Flood Part II: Abundance was first performed 11-15th April 2017 in the half tide basin and the Event Management Plan was reviewed and approved by ESAG.
Although some elements are still under design, the theatrical effects, pyrotechnics, flotation systems used in Part IV are expected to be similar to those used in Part II.

Stage

The stage will be situated on the water in the half tide basin.
Structural decks are constructed of box steel, welded together with reinforced bolt holes for attaching to neighbouring decks. Each 2m x 2m platform deck is fitted with six 205L drums which provides 180kg per m sq buoyancy. The stage decks are moved within the basin during and between performances using a simple manual rope and pulley system.

A floating pontoon walkway will be supplied and installed by Floating Pontoon Solutions.

Various boats will be used throughout the performances, both rowing boats and boats powered by electric outboards.

A floating 'caravan shell', will provide a stage platform for the performers. This caravan shell structure has been constructed from an espirit twin axel caravan by professional construction company RT Scenic. It contains no engine, fuels or liquids.
The flotation system uses a series of custom cylindrical lifting bags of 215L capacity made from black coloured PVC coated polyester. These are connected to cylinders by industrial hoses and fittings. These cylinders are filled with compressed air from a portable compressor. The inflation and deflation of the flotation bags using the cylinders control the flotation of the caravan. This platform was installed in the basin in June 2017 and was used during our previous production Flood Part III: To The Sea.

Electrics and Power Supply

Access to the existing power supply cabinet at Victoria Dock has been granted by NPS. This will be the main power supply for the production, split down using a 'Rubber Box' power distribution boxes, protected by MCBs.
Additional power will be supplied from 12volt leisure batteries configured with a 240V inverter. A competent technician will be installing, checking and monitoring the power throughout the event.

A separate generator will be used in Victoria Park during the interval of Part II & Part IV only (approx. 9-10.15pm on performance evenings). At all other times the generator will remain off. Details about the specific generator to follow.

Water spouts effects

These are compressed air powered units distributed around the set. Each unit consists of a pressurised receiving cylinder, a normally closed valve, an optional pressure limiter and a water spout pipe. Most operate with a dedicated compressed air reservoir cylinder, as above linked with industrial pneumatic hose through a standard non return valve. They are operated remotely with a simple 12v switch, appropriate for the individual level of water exposure.
The spouts are mostly submerged and held in positive buoyancy with polystyrene floats and then held down through rope and weight systems. When they are activated the valve opens releasing air that chases water out and up in a spout.

Theatrical Pyrotechnics

There will be a series of flame effects in the production and these will be provided and installed by Doug Nicholson of External Combustion, a company which specialises in the build and operation of propane fueled flame projectors which provide a controlled flame on command as part of a shows and performance choreography.

The flame installation will consist of flame bars and flame generators specifically designed for the project and rigged to the stage structure. Gas bottles will be positioned on the flotation platform.

In a separate effect, a 2 litre petrol lift will produce a 5 metre tall rolling ball of flame with a 3 metre spread to simulate an explosion. This effect will be positioned on the grass mound at the opposite end of the basin to the audience in a sterile area.

A modified 'car shell', a floating Vauxhall Zafira car will also be used in the production. It has been gutted of its engine, fuels, liquids, interior and steam cleaned by a professional mechanic prior to installation in the half tide basin.
It will float on the water in a fixed position using steel drums to provide buoyancy. This platform was first used during our production Flood Part III: To The Sea. It will be modified by External Combustion with metal work and theatrical pyrotechnic flame effects to produce a controlled jet of flame.

Further details to be added to section 9.1 throughout the design process.
External Combustion is a member of the Explosives Industry Group of the CBI.
Crewmembers have British Pyrotechnic Association qualifications in fireworks display rigging and firing. External Combustion is a CHAS accredited company.

Medium ProStage II Airburst effects will be used in accordance with the manufacturer's guidelines during the performance. These produce a ball shaped flash that is cool before reaching the lower levels or stage floor. There is very little smoke produced.

Remote Controlled Helicopter

A remote-controlled helicopter pilot with over 13 years rotary flying experience will perform a short flight sequence over the Half Tide Basin during the live performance. The pilot, Wayne Hedges, holds a standard British Model Flying Association (BMFA) qualification. Following consultations with the BMFA, the proposed activity meets with the Civil Aviation Authority's (CAA) Air Navigation Order 2016 regulations and will be covered by the BMFA DD&D (Data, Development and Demonstration) insurance policy extension.
Further details of the flight plan can be found in the Appendix (14.5).

Water Screen & Projection

A floating hydro screen supplied and installed by Laser Hire Ltd will create a semicircular spray of water in the middle of the basin onto which video and images will be projected. The screen will measure 25m wide by 8-10m high and uses 63amp 3phase power.
A standard definition 20,000 lumen projector with waterproof case will be supplied by Lumen.

Lighting

Lighting effects will be installed and operated by a theatrical lighting effects specialist. 12 volt Lanterns will be rigged on the floating platforms powered by 12v leisure batteries. Three follow-spot lights will be at street level or on 1.2m high decks under tent covers.

Further information and detailed operational method statements and risk assessments will be included in this event plan as we get nearer to the production period.

2.0 Safety Policy Statement

The methodology and operational outline contained in this document has been developed over many years using the experience of similar outdoor events on which Slung Low has led and with guidance from others who have produced outdoor events of a similar scale and nature.

This Event Management Plan describes the methods and plans for the event scheduled for the period 21st August to 14th October 2017 including set up and on-site rehearsals, performances and get-out. The Event Manangement Plan is an operational guide and should be regarded as the event method statement. The manual also contains the overall risk assessment for the event. This is a working document and will be constantly updated throughout the planning process.

This document is provided as a supplement to the requirements placed in individuals and organisations by current Health and Safety legislation and contractual agreements. Compliance with this document should therefore not be regarded as fulfilling all the relevant statutory obligations pertinent to a particular individual or organisation, which remains their own responsibility.
In keeping with its overall objectives and in accordance with the requirements of the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999, Slung Low will take all reasonably practicable steps to ensure the health, safety and welfare of its employees, sub-contractors and audience. We also recognise the effect our work may have on visitors to the site, and members of the public – either attending the event or passing through the site – and local residents and businesses within the vicinity.

It is therefore our policy to ensure that everyone who works on, or is involved with *Flood* is able to do so in a safe and healthy environment and that any risks related to work activities are reduced as far as possible. This statement sets out the arrangements we have made in order to achieve this safe environment.

The Event Managers as described in this document refer jointly to Alan Lane and Joanna Resnick (Slung Low) who are both IOSH Managing Safely certified.

2.1 Appointed Persons

The following persons have been appointed as responsible for Health and Safety for this event:

Alan Lane & Joanna Resnick

Section 2 – Contractors and Personnel

3.0 Legislative Duties

All personnel and contractors undertake that during any works, they will comply with and will ensure that its employees and sub-contractors comply with all relevant safety, health and environmental legislation. At all times all personnel and contractors must take into consideration:

The Health and Safety at Work Act 1974

2(1) "It shall be the duty of every employer to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all his employees"

3(1) "It shall be the duty of every employer to conduct his undertaking in such a way as to ensure, so far as is reasonably practicable, that persons not in his employment who may be affected thereby are not thereby exposed to risks to their health or safety."

3(2) "It shall be the duty of every self-employed person to conduct his undertaking in such a way as to ensure, so far as is reasonably practicable, that he and other persons (not being his employees) who may be affected thereby are not thereby exposed to risks to their health or safety."

7 "It shall be the duty of every employee while at work—
(a) to take reasonable care for the health and safety of himself and of other persons who may be affected by his acts or omissions at work; and
(b) as regards any duty or requirement imposed on his employer or any other person by or under any of the relevant statutory provisions, to co-operate with him so far as is necessary to enable that duty or requirement to be performed or complied with."

The Management of Health and Safety at Work Regulations 1999

3.(1) "Every employer shall make a suitable and sufficient assessment of—
(a) the risks to the health and safety of his employees to which they are exposed whilst they are at work; and
(b) the risks to the health and safety of persons not in his employment arising out of or in connection with the conduct by him of his undertaking, for the purpose of identifying the measures he needs to take to comply with the requirements and prohibitions imposed upon him by or under the relevant statutory provisions and by Part II of the Fire Precautions (Workplace) Regulations 1997.

(2) Every self-employed person shall make a suitable and sufficient assessment of—
(a) the risks to his own health and safety to which he is exposed whilst he is at work; and
(b) the risks to the health and safety of persons not in his employment arising out of or in connection with the conduct by him of his undertaking, for the purpose of identifying the measures he needs to take to comply with the requirements and prohibitions imposed upon him by or under the relevant statutory provisions."

4.0 Responsibilities of Contractors

All work activities must be undertaken as per contractors risk assessment and carried out as per method statements, any work carried out that is deemed to be unsafe or unsatisfactory by a person responsible will be terminated immediately.
Contractors must:

- Provide a safe place of work and safe methods of carrying out the work
- Ensure that employees are competent and have the required knowledge and experience to carry out the work
- Ensure that adequate training and supervision for all staff is provided, where this is found necessary
- Ensure that all plant, equipment and tools are of the correct standard and type and are in good working order

4.1 Accident and Near Miss Reporting and Investigation

All accidents, incidents and near misses must be reported without delay to a person responsible. An accident book will be available at all times. The person responsible will report incidents to the enforcing authority as required by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR).

4.2 Materials

All floor coverings, furniture, furnishings, scenery, props and drapes brought onto site must comply with the relevant standards.

4.3 Personal Protective Equipment

The contractor shall provide, maintain and ensure the correct use of personal protective equipment (PPE) relevant to their task(s) where its use is required by legislation or identified in a risk assessment and/or method statement.

4.4 Segregation

Contractors shall ensure that their equipment and material is segregated from others, is not left unattended and that clear access is maintained at all times.

4.5 Risk Assessment

Contractors must provide written risk assessments of all potentially hazardous operations carried out by them. The risk assessments shall not be just generic but must contain elements specifically relating to this event.

4.6 Compliance

Contractors shall comply with any health and safety and other accompanying documentation or instruction issued by a person responsible, together with their own written procedures. Failure to do so may result in a person responsible requiring the immediate removal of the company or individual involved from site, at no cost to the client.

5.0 Accesses and Egress

General public will be permitted access to the public walkways around the half tide basin site at all times but restrictions will be applied to specific areas where loading/unloading or construction is underway. This will be carried out in a phased system to maintain the access as near normal as possible. There will be no public access to the slipway or pontoon. Stage management will ensure that on daily completion of work all practicable measures

are taken to prevent unauthorised or inadvertent access to the non-public areas of the site and exposure to site hazards.

Deliveries, loading/unloading activities will be closely monitored as to minimise any disruption to traffic and pedestrians in the area. Vans and trucks will be loaded/unloaded at specified times. Contractors requiring vehicular access will be instructed in advance of when they can access the site and where to park their vehicles and will await permission to access the site, which will be granted by the Event Managers. When onsite, vehicle movement will be restricted to walking pace and hazard lights must be used. Contractors will be advised where to off-load (and load) equipment and as soon as they are empty all vehicles must be removed from site to prearranged parking as necessary.

6.0 Fire safety

All contractors and personnel will be shown the location of fire evacuation routes, muster point and fire-fighting equipment prior to any work commencing.

No hot works to be carried out without a permit.

If you do discover a fire, raise the alarm immediately.
Only attempt to fight a fire of doing so does not put you at personal risk.

On hearing the alarm stop work immediately and proceed to the muster point, do not stop to collect personal belongings.

The Event Managers (or other appointed person in their absence) will be responsible for evacuating the site and calling the emergency services if necessary.

7.0 Medical Plan

A qualified, designated first aider will be on duty whenever work is being carried out on site. All injuries or accidents on site, however minor, must be recorded in the accident book which will be located in the Site Production Office. The Event Managers will be responsible for reporting directly to the Heath & Safety Executive as necessary under the Reporting of Injuries, Diseases and Dangerous Occurances Regulations (RIDDOR) 2013.

First aid kits will be stored in the following locations:
- Production Kitchen and Green Room (84 South Bridge Road)
- Site Production Office, Airstream caravan, parked on the edge of half tide basin
- In waterproof boat bags.
- In the storage container below the bridge.

An appointed person will be responsible for checking the First Aid kits regularly and restocking as necessary.

In the event of serious incident or pre-existing condition an ambulance will be called via 999. The closest A&E is **Hull Royal Infirmary, Anlaby Road, Hull, HU3 2JZ.**

8.0 General Site Conditions

8.1 Venue – Special Considerations

Working on/near water

All staff and contractors will receive water safety briefing prior to working on or near water. Staff working on the water must wear properly fitting buoyancy aids during production fit-up and strike, suitable footwear and outdoor waterproof clothing. Staff are required to work in groups/pairs and to be vigilant of each other.

During the performance, selected members of the cast will not be required to wear a buoyancy aid when performing on the floating set; this will be determined based on the activity they are required to carry out.

A Safety Boat crewed by two designated staff will remain on standby whenever crew are working on or in close proximity to the water. At least one member of the Safety Boat crew will be RYA Safety Boat qualified.

8.2 Smoking

Smoking is only permitted outside in designated areas will be determined following completion of the fire risk assessment.

8.3 Alcohol and drugs

All personnel and contractors are not permitted to consume alcohol prior to or during work sessions. Any person who is believed by a person responsible to be intoxicated through the consumption of alcohol or use of recreational drugs will be considered to be unable to carry out their duties safely and will be required to leave site.

8.4 Venue Facilities

A ground floor flat on Victoria Dock (84 South Bridge Road) will serve as a Production Kitchen and Green Room for the company and contractors with toilet and shower facilities, refreshments and a centrally-heated living room with comfortable seating.

Additional kitchen, toilet, rehearsal room and storage facilities are available at the Victoria Dock Village Hall which can be accessed at pre-arranged times.

An 1950's Airstream Caravan housing the company's on-site production office will be parked near the swing bridge.

A metal flat-pack storage container installed on the pontoon will be used for storage of equipment.

8.5 Working at Height

When it is necessary to work at height precautions must be taken to prevent a fall.

- Where scaffolding is used, it must be provided and erected by competent, trained person(s) and must comply with all current regulations.
- Where working platforms are used handrails and toe boards must be used.
- When working at height, care must be taken to ensure that nothing can fall onto persons below.
- Where a risk assessment of method statement has identified the need for the use of a harness, it should be a full body harness attached to the correct fall arresters and/or work positioning lanyards. Body harnesses must be manufactured in accordance with BS5750, comply with EN361 and carry a CE mark.
- Before any work at height is undertaken a full and sufficient rescue plan must be in place.
- When working at height, all tools must be attached to a person or structure by a suitable lanyard.

8.6 Manual Handling

Like all other legislation enacted in 1992 the Manual Handling Regulations are risk assessment based. To that end contractors and personnel shall:

- Identify any manual handling operations where there is a risk of injury to staff.

- Identify and implement any reasonably practicable means of avoiding the operation.
- Where the operation cannot be avoided the contractor will identify any measure that can be taken to control the risks.
- Carry out a task specific risk assessment, which will be recorded and be kept under review and revised as necessary.

8.7 Lifting Operations

- Lifting operations shall be planned and supervised by a competent person and carried out in a safe manner.
- Lifting equipment should be inspected and maintained in accordance with the relevant guidelines and legislation (Lifting Operations and Lifting Equipment regulations 1998) and the required documentation should be available onsite to support such maintenance and inspection.
- All lifting equipment, including, but not limited to, wire ropes, winches, chain hoists, shackles, spansets, ropes, slings etc. shall be suitable for their purpose.

8.8 Ladders

Should the work to be carried out identify ladders as the most suitable means of access, the following will apply:

- Where ladders are used, they must be selected and used with due consideration to the HSE publication INDG402 (Safe Use of Ladders and Stepladders).
- The ladder(s) should be in good condition and fit for purpose.
- The ladder(s) should be correctly positioned to prevent over stretching and be secure to prevent slipping.

8.9 Fatigue

An increased risk of accidents occurs if personnel are allowed to work for long periods of time with insufficient rest periods so that mental or physical fatigue becomes an issue. Mental fatigue can result in errors of judgment leading to accidents. Risk assessments are required to take into account the possibility of fatigue, especially when employees are operating machinery.

8.10 Electricity

- All electrical installations shall comply with the requirements of the Electricity at Work regulations 1989.
- Each contractor shall ensure, as part of their own ongoing inspection and maintenance procedures, that they regularly inspect all portable electrical equipment to be used onsite. Visual inspections should be carried out prior to use and any defects should remedied prior to use or the equipment withdrawn from use.
- All portable electrical equipment brought onto site shall have a suitable and sufficient test certification (PAT or similar).

8.11 Equipment Suspended at Height

All equipment suspended at height shall be fitted with a suitable and sufficient secondary means of suspension.

8.12 PPE

When identified as necessary by a Risk Assessment or Method Statement appropriate Personal Protective Equipment shall be worn.

On-site we will operate a two-tier system to identify company crew and contractors on site;
Blue high-vis vests will be worn by all those involved in the project.
Orange high-vis vests will be required when crew are involved in the movement of vehicles or the operation of equipment such as telehanders, safety boats.

8.13 Waste Management

No industrial rubbish will be left on site. All external contractors are instructed to remove any debris or rubbish and to keep all work areas clean and tidy. Sites will be checked by the Stage Managers before leaving each day.

During performances of Part IV only, 3 bins will be positioned in the audience viewing area to collect any waste brought onto site by audiences. During this run no food or drinks will be served and waste will not be generated on site.

During performances of Part II & Part IV together there will be an interval during which hot drinks and food are available. 3 x 240L bins supplied by Trade Waste Solutions will be positioned on site to collect any waste produced. These bins will be emptied daily by the suppliers.

During the de-rig and get-out skips will be located on site and regularly emptied.
A metal skip will be provided by Lord & Midgley and a general waste skip will be supplied by TBC; both will be emptied regularly.

Slung Low are also registered as a lower tier waste carrier, broker and dealer, certified by The Environment Agency under regulation 28 of the Waste (England & Wales) Regulations act of 2011.

Relevant production waste will be safely removed from site, and taken to Sandsfield Disposal Facility at the Reservoir Road Transfer Station. Sandsfield is fully licensed by Humberside Council and The Environment Agency.

Sandsfield Gravel Company Ltd
Catwick Lane
Brandesburton
East Yorkshire
YO25 8SA

All unsorted industrial waste enters the transfer station where it is passed through a picking and sorting line. They operate on a pay per ton basis.

The flat on Victoria Dock (84 South Bridge Road) which will serve as a Production Kitchen and Green Room for the company and contractors has access to a shared residents-only waste and recycling store for domestic waste only.

9.0 Contractors Risk Assessments and Method Statements

9.1 External Combustion RAMS & Insurance Policy Details

The documents below were produced for Flood Part II: Abundance in April 2017. Updated documentation for Parts II & IV will be included in later versions of this Event Plan.

EXTERNAL COMBUSTION

Grand Fireworks, Pyrotechnic Performance & Machine Art

Flame and explosion effects
Flood project, Hull. 7-15.4.17
Proposal and Method.

Proposal

The project brief requires us to provide an installation of flame effects to operate on cues for the performance of "Abundance" and installed as part of the Detention Centre (see CAD's) section of the floating set. A second effect is required, simulating a helicopter crash explosion.

Detention Centre fire.

The installation will consist of flame bars designed for the project and fitted to the "Detention Centre" set floor structure. The effect required simulates a fire breaking out on precise cues, developing in scale and range through the platform. The flame bars will produce a controllable wall of flame in six sections to create the effect of a spreading fire over time. Each of the six gas circuits are operated on independent cues.

Explosion simulator.

The effect is produced by the ignition of 2 litres of petrol bagged and housed in a V shaped steel pan mortar, the flame ball produced is directed vertically with a small black powder charge at the base of the V pan, whose structure contains and shapes the flame ball as it rises.

The V pan mortar will be set on the roof of the shipping container stage and secured with sandbag ballast.

1 x 2 litre Petrol lift
Black powder and Petrol lifter – Produces a 5 metre tall rolling ball of flame with a 3m spread.

This effect produces a wave of heat and requires a 15-metre sterile safety distance; this distance will be maintained by stewarding where necessary during the performance.

Propane gas flame effects.

6 x Flame bars

The company specialises in the build and operation of propane fueled flame devises, which provide a controled flame on comand as part of a performance and performance choreography. The system is controled from FOH via computer program and/or MIDI keyboard; the operator has control of all valve and ignition systems.

The system is controlled via a MIDI to 12-volt relay decoder, which in turn provides a 12-volt signal to gas solenoid valves. Each flame head comprises a solenoid valve, nozzle and ignition system. Ignition is produced by 110v glow plug. The gas is supplied by a 19 kg (sized) propane bottles and a network of hoses and manifold with lever ball valve safety cut off for each circuit. All shut off valves are positioned as to be accessible to crew on site during the show. All hose lines and fittings are regularly inspected, serviced and replaced when necessary.

Please refer to risk assessment attached.

Method

Doug Nicholson of External Combustion will arrive at the site at 1pm 15.3.17. Doug and the event team will create a safe working area and unload all equipment from the vehicle. The team will install all equipment, followed by a period of live testing from our control position. The setup will require elements of improvisation and working around other technical teams.

During the operation of the flame installation, close monitoring will be undertaken and any problems will be relayed via radio to the firing system operator, who is in control of the firing sequences and can shut down or isolate sections of the installation.

Further details and queries, please contact:

Doug Nicholson
(Artistic director) 7.2.17

Copies sent to:

phone: +44 (0)114 2491316 E. mail: info@externalcombustion.com site: www.externalcombustion.com

Production: Venue: Date of Show Client: External Combustion contact: Reference No.:	Flood Hull 7-15.4.17 Slung Low Doug Nicholson 07966 179040 TBA
Risk Assessment:	RA1
Area / Activity:	Entire Site/Propane gas flame machines
Type of Risk:	Danger from heat, flame and gas leakage
Description of Risk:	
Use of pressurised flammable propane gas and ignition equipment.	
Persons at Risk:	External Combustion Crew, Client Crew/Performers.
Level of risk after implementation of existing controls:	
Severity (1 to 10)	10 – Fatality
Likelihood (1 to 10)	1 – Almost impossible
Frequency (1 to 10)	10 – Constantly
Risk Rating (max 100)	60 – Medium Risk: Requires vigilance
Existing Controls (provided by External Combustion)	
Experienced and competent personnel carry out handling, rigging and control. All handling, testing and operation is done with full communication with site crews. All bottle handling methods are based on safety data supplied by manufacturers. Equipment is routinely inspected for defects. Correct PPE worn by all personnel on site, due vigilance of rigging and operation. Three methods of controlling gas flow and ignition are utilised. Crew are placed at bottle shut offs, manifold ball valve shut offs and Midi desk flame head solenoid valve controls. Valves to bottles are only opened for leak test and 5 minutes prior to show and vented and closed immediately after show. Bottles and flame heads are secured and made stable.	
Additional Controls (to be provided by Client or Venue)	
Event staff and performers to be briefed and made aware of all hazards. Suitable public barrier for the sterile area.	
External Combustion on site representative: Doug Nicholson 07966 179040	

phone: +44 (0)114 2491316 E. mail: info@externalcombustion.com site: www.externalcombustion.com

Production: Venue: Date of Show Client: External Combustion contact: Reference No.:	Flood Hull 7-15.4.17 Slung Low Doug Nicholson 07966 179040 TBA
Risk Assessment:	RA1
Area / Activity:	Shipping container roof/Petrol lifter
Type of Risk:	Danger from heat, flame
Description of Risk:	
The preparation and ignition of petrol bags in steel mortar	
Persons at Risk:	External Combustion Crew, Client Crew/Performers.
Level of risk after implementation of existing controls:	
Severity (1 to 10)	10 – Fatality
Likelihood (1 to 10)	1 – Almost impossible
Frequency (1 to 10)	10 – Constantly
Risk Rating (max 100)	60 – Medium Risk: Requires vigilance
Existing Controls (provided by External Combustion)	
Experienced and competent personnel carry out handling, rigging and control. All handling, testing and operation is done with full communication with site crews. Firing equipment is continually inspected for defects. Correct PPE worn by all personnel on site, due vigilance of rigging and operation. Three methods of controlling ignition are utilised via proprietary firing desk. Priming of petrol bags will be done in a controlled area and mortar preparation is completed with firing system disconnected.	
Additional Controls (to be provided by Client or Venue)	
Event staff and performers to be briefed and made aware of all hazards. Suitable public barrier for the sterile area. Fire extinguishers to be positioned at relevant points	
External Combustion on site representative: Doug Nicholson 07966 179040	

phone: +44 (0)114 2491316 E. mail: info@externalcombustion.com site: www.externalcombustion.com

COMBINED LIABILITY INSURANCE COVER NOTE

Insured:	D Nicholson t/a External Combustion	
Insurer:	Acappella	
Policy Number:	TBC	
Period:	From: 00:00 on 17/06/2016	To: 24:00 GMT on 16/06/2017
	and for such further period or periods as may be mutually agreed upon.	
Business Description:	Primarily firework and pyrotechnic display but including, manufacture of alteration of fireworks and pyrotechnics, operation of light, sound, av, power structure, plant, rigging and event production. Installation of production equipment and art installation exhibitions including fire sculpture.	
Employers' Liability:	To indemnify you in respect of all sums you shall become legally liable to pay as compensation arising from accidental death or bodily injury sustained by your employees whilst working on your behalf.	
	Limit of Indemnity	£10 million
Public/Products Liability:	To indemnify you in respect of all sums you shall become legally liable to pay as compensation arising from accidental death bodily injury disease to third parties or accidental loss or damage to third party not in your custody or control and arising out of your business.	
	Limits of Indemnity	
	Public Liability:	£5 million each and every occurrence including costs
	Products Liability:	£5 million each and every occurrence and in the aggregate.
Territorial Limits:	UK Only	
Excess Applicable:	£ 500 each and every claim	
Sections Covered:	Employers Liability	Included
	Public/Products Liability	Included

The information provided is based on the insurance arrangements at the time of writing. Alterations may be made during the period of cover. Any expiry date shown represents the normal expiry date of the policy. In some circumstances, such as in the event of non-payment of premiums due, cancellation could occur before the normal expiry date. We should be pleased to confirm the current position upon request.

Signed:

9.2 Water Screen and Projection RAMS

Prepared by Laser Hire Ltd. Further H&S Policy and documentation available on request.

Water-screen Risk Assessment

Event: **Flood at Victoria Dock, Hull 2017**

Date: **Tuesday March 14th to April 18th and Sept 20th to Oct 10th**

			Initial Risk				Managed Risk		
Hazard and Effect	**Site action**	**To whom**	**Hazard Index**	**Likelihood Index**	**Risk Product**	**Minimise risk by:**	**Hazard Index**	**Likelihood Index**	**Risk Product**
Movement of heavy pumps and objects	Installation Rigging	Operators/Public	6	1	6	All operators to have manual handling training to use trolley's and other lifting equipment where possible.	6	1	6
Adjustment and installation of the nozzle system onto the pump and the fitting of the pump into the floatation system	Installation/ Rigging	Operators and crew	6	2	8	All equipment and metal work with supporting guide wires should be thoroughly checked and adjusted, prior to the system being floatated on the side of the dock. In addition all equipment is thoroughly checked before leaving warehouse and checked again before being tested and subsequently use on site.	6	1	6
The lowering and floatation of the pump and floatation system using the on-site hi-ab and off loading the equipment from the flat bed delivery truck	Installation	Operator and crew	8	2	16	Ensure that there is a closed area for these operations to be carried out in. With the installation crew wearing suitable PPE and trained operators using the lifting systems	7	1	7
The adjustment and positioning the waterscreen system and the nozzle into the correct location within the dock and running the cable back to the starter box.	Installation and testing	Operators and crew	8	2	12	Ensure that the crew and installation personnel wear life jackets and have more than one person in any boats being used during this process. The use of wooden planks to stabilise the area between the boat and the system may be required	6	1	6
The wiring and initial testing of the soft starter unit	Installation	Operators and crew	5	2	10	Ensiure the on-site electrician and/or competant person check any wiring prior to tesing the the system	4	1	4
The 'splashing' and/or water mist over the performers and possibly the public.	Testing and performance	Performers public, and crew	6	4	24	Water screen starter needs to be able to be switched remotely during all rehearsals and performances.	4	2	8
Wind change in direction/strength prior to start of Performance	Display	Performers public crew	6	2	12	If wind strength direction threatens area outside safety area - see site procedure manual. Also have some drying towels available.	6	1	6
The water-screen system moves during the performance or testing	testing and display	Operator Public and crew	5	2	10	Operator to have direct line off sight, screen only to be used if safety perameters are maintained.	4	1	4
Additional safety notes to be added while on site and during testing / performances	Installtion testing and display	Operators Public and crew				Any additional actions to reduce the risk and hazards relating to these additional safety issues to be undertaken as required			

Ref:Excel/Laser Hire/H Risk Assessment Pyro

9.3 Pontoon Walkway RAMS, provided by Floating Pontoon Solutions.
The documents below were produced for Flood Part II: Abundance in April 2017. Updated documentation for Parts II & IV will be included in later versions of this Event Plan.

Floating Pontoon Solutions Ltd
44 Folkestone Road
Lytham St. Annes
Lancashire
FY8 3EH
Tel: 01253 724747
Registered Company: 07951691ï»¿

FPS
PONTOON HIRE

Method Statement

Method Statement Details	
Method Statement Number	**76**
Method Statement Date	Wednesday 1st March 2017
Method Statement Author	Steven Wilson
Project/Contract	Victoria Dock, Hull
Start Date	04/04/17
Expected job duration	2 Weeks
Client Contact	Joanna Resnick
Supervisor	Lee Garner
Description	Installation of floating pontoon
Site Address	Victoria Dock Hull

Signatures

	Name	Title	Signature	Date
Document Author	Steven Wilson	Managing Director		01/03/17
Authorised by				01/03/17

Data protection statement

The information and data provided herein applies only to the contract for which it was written, it shall not be duplicated, disclosed or disseminated by the recipient in whole or in part for any purpose whatsoever without the prior written permission from HS Direct Ltd .

It is the duty of all employees to observe the following Method Statement framed to provide a code of good practice and conduct with the object of preventing accidents. At all times employees must work in a safe manner both to prevent personal injury to themselves or to other personnel.

Emergency Contact Details

Name	Steven Wilson	Steve Wilson	Lee Garner	Janet Lethem
Telephone Number	01253 724747	07739308136	07597 098960	01253 804104

General Precautions

To be observed by all staff at all times, any deviation from these control procedures must be authorised by the management or safety representative.

Communication with Other Workers on Site.

All staff will report to the site office for induction on arrival at the site. The site manager will inform staff of any hazards that are present on site. Staff will inform the site manager of the work to be carried out and how it could affect other trades working on the site.
Where necessary notices will be posted advising of any hazards present during the works.
Where contractor activities cross, the senior person must liaise with the other trades to ensure safe operation.

Environmental Considerations

Site environmental considerations must be adhered to at all times.

- Under no circumstances must any waste materials, fuels or any other contaminate be allowed to enter the water system.
- Spill Kits to be on all items of plant and drip trays under all generators, Compressors etc.
- The site is to be protected from spillages entering the watercourse, spillage kits to be available on site and the company will give instruction on their location and procedures during the site induction.
- All insulation and package materials must be kept from entering the watercourse.
- These include for general waste, timber, waste plastics and cardboard etc. and any special waste.
- Noise will be kept to a minimum whilst on site.
- Foul and abusive language will not be tolerated and operatives found using such language or gestures will be removed from site immediately.
- Radios will not be permitted on site.

First Aid

It is the responsibility of the principle contractor to ensure adequate First Aid provision for its staff. Adequate means provision of a trained first aider, suitable first aid equipment and/or the provision of an appointed person at the minimum. A trained First Aider will be a suitable person who has attended an HSE approved course of at least three days duration. An Appointed Person is a person provided by the employer to take charge of the situation (e.g. to call an ambulance) if a serious injury/illness occurs in the absence of a First Aider. The Appointed Person can render emergency First Aid if trained to do so. All staff when inducted will be made aware of the location of the First Aid kit.

Manual Handling

All staff and contractors have been instructed on the potential dangers of manual handling, and have received manual handling training.

A single double float pontoon module weighs 12.5 kg.

Equipment provided to reduce manual handling must be used where provided. Staff and contractors will not lift items of tools or equipment that are beyond their capabilities. Heavy or awkward items will be split into smaller units where possible or dual lifted where this is not possible. It is the responsibility of the site foreman/employer to identify and control manual handling activities as they occur on site on a day to day basis.

Personal Protective equipment (PPE) Inc; working on or near water.

PPE will be provided as a last form of protection against a hazard. Staff will use the appropriate PPE for the task as identified in the risk assessment.

All involved workers will wear Hi Visibility Vests and Trousers , life jackets (when near water), hard hats, safety boots, eye protection, and gloves at all times.

All persons will comply with Floating Pontoon Solutions and there clients rules in the wearing of personal protective equipment and working in close proximity to watercourse.

Preparation & Induction

A risk assessment will be carried out for all tasks which will be discussed with members of staff and the sub contractors, any queries or concerns will be raised with the contract manager who will ensure it is dealt with. Staff and sub contractors will be inducted onto site in order to understand the hazards present on site and the tasks that are to take place. Staff will also be advised of other site activities that could impact on their work and be made aware of any liaison that needs to take place between different trades. Staff will follow all site rules and safety procedures.

Protection of the Public

Works should be scheduled with the Facility or Site Manager and Floating Pontoon Solutions in an attempt to perform works when the presence of the public is at its least. Floating Pontoon Solutions will pay due regard to the the operations and will work to minimise disruption. All works should be cordoned and signed, and access limited to authorised persons only. All equipment and supplies are to be stowed away from public areas and never left unattended. Due care is to be paid to delivery and storage of items and use off plant and equipment in public areas and walkways, safe systems of work will be adopted to prevent any potential hazards.

Floating Pontoon Solutions Site Supervisor shall exchange information with the client to ensure full reciprocal knowledge of existing hazards, demarcation of areas of responsibility and work

Staff and Training

The task will be carried out by staff from Floating Pontoon Solutions, all staff are qualified, experienced, receive ongoing training, and hold CSCS/CPCS Cards as a minimum. Apprentices are under constant supervision by experienced members of staff.

Tools and Electrical Equipment

All tools and equipment will be visually inspected on a regular basis, defective or damaged equipment will be removed from service. Electrical tools will be battery operated. Sub contractors will not be allowed to bring on to site any damaged or defective tools, the site foreman is responsible for ensuring that all tools and equipment allowed on the site are fit for purpose. Any portable electrical equipment taken on to site must be PAT tested annually. A risk assessment will determine if inspection periods need to be varied.

Welfare

The principle contractor is responsible for providing adequate washing, toilet, drying and refreshment facilities for staff and sub-contractors, staff and contractors are responsible for ensuring that such welfare facilities are maintained in a clean and wholesome manner. The location of the welfare facilities will be included in the site induction.

Site Access and Egress - Floating Pontoon Solutions

The principle contractor is responsible for providing safe access and egress to the site, Floating Pontoon Solutions staff will ensure safe access and egress is maintained for themselves and other contractors in the area they are working in, good standards of housekeeping will be maintained. Access routes will be sign posted and barriers will be put in place where necessary

- All site rules and conditions must be strictly adhered to and any person failing to do so will be subject to Floating Pontoon Solutions disciplinary action and may be removed from site.

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Water Bourn Diseases (leptospirosis etc)

Water Bourne diseases may be present in the areas of work. Leptospirosis is present in various animals but is widespread in the rat population and is spread in rats' urine. It gains entry into the body through usually through cuts but can get in through the mouth and eyes, therefore all Floating Pontoon Solutions employees are required to wear adequate PPE when carrying out work in or near sewage and other ground water, staff must observe good personal hygiene practices.

Any cases of flu like symptoms must be reported immediately to a medical professional who must be informed of the type of work that is carried out.

Method Statements

Floating Pontoon assembly - Victoria Dock - Hull

The pontoon shall be assembled at the side of the body of water in accordance with the manufactures instructions.

Details Work Sequence: Where required the company will provide risk assessments to all persons who may be expose to any hazards from either theirs or others operations.

1. This should include Noise,
2. Vibration, Lifting operations and Environmental hazards.
3. Prior to work commencing our site supervisor will check that the work area does not have any obvious defects and that the work area is ready for work to commence.
4. Floating Pontoon Solutions company Foreman will ensure that all working areas and means of access / egress are clear and free from obstruction..

Pontoon assembly

1. The pontoon will be delivered to site on a flatbed trailer.
2. A small Trailer mounted crane will be used to unload the pontoon and lower it into the water.
3. Operatives will then connect the sections of pontoon to create a walkway.
4. Edge protection will then be installed around the pontoon as per drawing provided to us.
5. The pontoon will then be moored with ropes.
6. Check tighten and secure all connections.

Where work comprises of the use of hand tools:

1. All tools provided must be assessed to ensure that they are fit for purpose, fit for the environment in which they are to be used and they are in good working condition.
2. Visual checks must be completed by operatives on tools prior to their use.
3. Tools are required to be suitable for the purpose for which they will be used.
4. Makita 18v battery powered Reciprocating saws and drills are to be HAVS monitored and not used for more than 1300 minutes in any 24 hour period.
5. Open-bladed knives and other sharp tools are to be carried and used so not to cause injury to the user or others.
6. All tools should be kept clear of unnecessary grease, moisture or dirt.
7. Tools should not be left lying around, they constitute a severe tripping hazard and they are liable to get damaged.

Working close to water:

1. Persons working at water's edge will wear crew saver life jackets.
2. Sufficient life rings and rescue lines will be available and checked daily.
3. Where there is fast flowing water, consideration will be given to the provision of grab lines downstream.
4. A rescue boat or other means of prompt rescue will be available at immediate notice.
5. Rescue equipment will be checked daily.
6. There must be provision of first-aid equipment and the presence of a trained first aider.
7. Supervisor will ensure all persons required to wear buoyancy aids are doing so.
8. No lone working will be allowed.
9. Ensure that the banking or surface that you are working from is solid and can take the weight of equipment and personnel and in the event of weather conditions making the surface slippery, the work should be delayed until safe to carry on.
10. Members of the public and people not associated with the task should be kept away from the work area by use of barriers and signs.

Test and Handover (Check)

1. Check all areas and test all equipment for successful operation as applicable
2. Snagging works will be carried out to client satisfaction
3. Remove all tools and equipment
4. Clean area
5. Ensure waste is disposed of in accordance with local authority requirements
6. Remove all waste and recycle wherever possible
7. Handover to client
8. Sign out if applicable

Sign Off Sheet

I have read and understood the contents of this Method Statement.

Anything I did not understand has been explained to me to my satisfaction.

I agree to follow the Method Statement and understand that any instructions are provided for my safety and the safety of others.

Print Name	Signed	Date

Floating Pontoon Solutions Ltd
44 Folkestone Road
Lytham St. Annes
Lancashire
FY8 3EH
Tel: 01253 724747
Registered Company: 07951691ï»¿

Risk Assessment

Risk Assessment Details	
Risk Assessment Number	**0000000095**
Risk Assessment Date	**01-Mar-2017**
Risk Assessment Author	Steven Wilson
Project/Contract	Victoria Dock, Hull
Start Date	04/04/17
Expected job duration	2 Weeks
Client contact	Joanna Resnick
Supervisor	Lee Garner
Description	Installation of floating pontoon
Site Address	Victoria Dock Hull

Signatures

	Name	Title	Signature	Date
Document Author	Steven Wilson	Managing Director		01/03/17
Authorised by				

Data protection statement

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It is the duty of all employees to observe the following Risk Assessment framed to provide a code of good practice and conduct with the object of preventing accidents. At all times employees must work in a safe manner both to prevent personal injury to themselves or to other personnel.

Risk Assessment Notes
Scope of Work: The scope of works to be carried out by Floating Pontoon Solutions comprises of installing a floating pontoon,

Groups Affected
Client Staff
Floating Pontoon Solutions - Off Site Emergency Number - 01253 724747
Floating Pontoon Solutions - Out of Hours/24 hr Emergency Number - 07739308136
Floating Pontoon Solutions Employees
Members of the public
Other Contractors

Main Contractor
Slung Low

Hazards and Control Procedures :

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Inclement Weather: illness, increased Risk of Slips, trips or falls, especially when working at height.		3	3	9 -Medium Priority
→	Take account of weather conditions, wear appropriate clothing and take warm drinks in cold weather, cover up or apply sun block to prevent sunburn			
→	The designated foreman is responsible for suspending work if weather conditions make the task unsafe			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Wind: excessive sudden movement		3	3	9 -Medium Priority
→	Attention must be paid to wind conditions which will have significant effect on work on or near water.			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Slips Trips and Falls: Bruising, Cuts, Broken Limbs - Caused by items left on the floor, water, oil and other slippery surface or poor footwear		2	3	6 -Low Priority
→	All staff will keep the working area tidy and remove trip hazards as and when they occur.			
→	All staff will wear suitable footwear with non slip soles at all times			
→	Ensure walkways and Emergency Escape routes are kept clear of obstruction at all times			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Manual Handling: Muscular skeletal disorders - Twisting, Over-reaching, muscular problems, poor techniques load too heavy		2	3	6 -Low Priority
→	Staff will not lift beyond their capabilities, and will seek help for any load they consider too heavy or hazardous to lift			
→	All site staff have received instruction and training in house for manual handling			
→	One double float pontoon module weighs 12.5kg			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Loading/Unloading: Cuts, Bruises, Broken Limbs, Material Damage.		1	5	5 -Low Priority
→	All staff are competent to carry out loading and unloading operations			
→	Staff will ensure vehicles and lifting equipment are positioned correctly prior to starting loading or unloading.			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Fire on Site: Accidental fires may cause Burns, Asphyxiation, Blast injuries, Respiratory damage may be caused through toxic smoke.		1	5	5 -Low Priority
→	Ensure all staff are aware of site fire plan			
→	During induction the supervisor should make all staff aware of site specific fire procedures			
→	No smoking permitted anywhere on site			
→	Ensure all staff are aware of Emergency Assembly Point location			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Noise: Hearing damage		1	5	5 -Low Priority
→	Staff must wear suitable hearing protection in compliance with risk assessment when carrying out noisy works or when exposed to high noise levels			
→	Always use hearing protection when using power tools			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
PPE: PPE is equipment that will protect the user against health or safety risks at work.		1	5	5 -Low Priority
→	All personnel are wearing the appropriate PPE (personal protective equipment). This will include as a minimum, high visibility vest and trousers, eye protection, gloves, hard hat and protective footwear.			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Drowning: Cause of death		1	5	5 -Low Priority
→	Persons working at water's edge will wear lifejackets			
→	Sufficient lifebuoys and rescue lines will be available and checked daily			
→	No Lone working will be allowed			
→	Ensure that the banking or surface that you are working from is solid and can take the weight of equipment and personnel			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Power Tools: Cutting stabbing Penetrating wounds, Entanglement with tool bits, Lacerations, eye damage. Lack of maintenance and use of defective tools are common causes of injuries. Improper use of equipment poor training may cause injuries to operators and others.		1	4	4 -Low Priority
→	All power tools and machinery must be regularly inspected and maintained in good condition			
→	Only trained and experienced operatives are allowed to use Power tools, inexperienced or young workers are kept under strict supervision whilst using power tools.			
→	Tools and cables are visually inspected before use, damaged tools are withdrawn from service until repaired.			
→	Company power tools are PAT tested on an annual basis			
→	Battery operated tools will be used wherever practical.			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Leptospirosis (Weils Disease): Flu like ilness, fever, severe headache, pains in the back and calf, Jaundice		1	4	4 -Low Priority
→	Staff will be given information on Leptospirosis and instructed to minimise contact with dirty water.			
→	Good hygiene procedures will be followed to prevent transmission from hands to mouth etc			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Vibration: Hand arm vibration, Vibration White Finger		1	4	4 -Low Priority
→	Personnel to be made aware of the vibration levels and exposure limits associated with the tools used.			

Hazard Name	Control Procedure	Probability	Severity	Risk Ranking
Site Waste Management/Cleanliness:		1	2	2 -Low Priority
→	All waste to be will be segregated into the appropriate waste streams and taken to licensed waste control sites.			

Probability	Severity	Risk Ranking (P * S)
1 Highly Unlikely	1 Trivial	< 1 - No Action Required
2 Unlikely	2 Minor injury	> 2 - Low Priority
3 Possible	3 Over 3 Day injury	> 8 - Medium Priority
4 Probable	4 Major injury or condition	>10 - High Priority
5 Certain	5 Incapacity or Death	>15 - Urgent Action Required

Required PPE


Standard Hard Hat


Gloves


Protective Footwear


Hi Visibility Vest


Crew Saver Life Jackets

Sign Off Sheet

I have read and understood the contents of this Risk Assessment.

Anything I did not understand has been explained to me to my satisfaction.

I agree to follow the Risk Assessment and understand that any control procedures are provided for my safety and the safety of others.

Print Name	**Signed**	**Date**

10.0 Schedule

Correct as of 27 July 2017. NB: Subject to change.

Part 4 Dates

				Follow Spot Hire	Hydro Sheild Hire	Projector Hire	Telehandler Hire	Pontoon Hire	Pontoon Boat Hire	David Off	Ralf and Kieren	Village Hall Booked
Mon.	21st	Aug.	Part 2 remount Fit-Up				**DEL**					
Tues.	22nd		Part 2 remount Fit-Up									
Wed.	23rd		Part 2 remount Fit-Up									
Thurs.	24th		Part 4 Fit-up									
Fri	25th		Part 4 Fit-up									**12-6**
Sat.	26th		Part 4 Fit-up									
Sun.	27th		**DAY OFF**									
Mon.	28th		Part 4 Fit-up									**All day**
Tues.	29th		Part 4 Fit-up									
Wed.	30th		Part 4 Tech									
Thurs.	31st		Part 4 Tech									
Fri	1st	Sept	Part 4 Tech									
Sat.	2nd	.	Part 4 Tech									
Sun.	3rd		**DAY OFF**									
Mon.	4th		Day 1 Rehearsals Part 4. Book work		**IN**				**IN**			
Tues.	5th		Day 2 Rehearsals Part 4. Albion Isl.				**COL**					
Wed.	6th		Day 3 Rehearsals Part 4. Holy Isl.									
Thurs.	7th		Day 4 Rehearsals Part 4. Sea Battle eve.									
Fri	8th		Day 5 Rehearsals Part 4. AM none – Tech work as necessary Afternoon/Eve. Ren. Isl.									
Sat.	9th		Day 6 Rehearsals Part 4. Work through									
Sun.	10th		Violence Call. PM									
Mon.	11th		Day 6 Rehearsals Part 4 AM none - Tech work as necessary PM p25-45, Eve same adding Chorus	DEL								
Tues.	12th		**Cast Day Off** Turn-around into Part 2									
Wed.	13th		Rehearsals Part 2, AM and PM, no Chorus EVE – Lighting session on Part 2									
Thurs.	14th											
Fri	15th		Turn-around Rehearsal Day 7 Rehearsals Part 4. PM in Park EVE. Oliver in water and Fireboat									
Sat.	16th		Day 8 Rehearsals Part 4. PM Violence Call.									
Sun.	17th		**DAY OFF**									
Mon.	18th		Day 9 Rehearsals Part 4. AM none – Tech work as necessary. **Test Divers Suit** PM: p1-25 no Chorus EVE: p1-25 **full tech,** no Divers Suit, no fire ship or pyro			**DEL**						
Tues.	19th		Day 10 Rehearsals Part 4 AM none – Tech work as necessary PM: Sam and Sally scenes EVE: Bus Driver Scenes **with Diver Suit and Water**									
Wed.	20th		Day 11 Rehearsals Part 4 AM none – Tech work as necessary. PM: Gloriana, Capt. And Ingrid scenes EVE: p25-45 Chorus with **full tech**									
Thurs.	21st		Day 12 Rehearsals Part 4. As necessary									
Fri	22nd		Day 13 Rehearsals Part 4. AM: Doug Arrives PM: Holy Isl. EVE: Holy Isl. with **Pyro and all effects**									
Sat.	23rd		Day 14 Rehearsals Part 4 AM none – Tech work as necessary. PM: Rehearsals as necessary EVE: Full run Part 4 + Chorus **with all effects**							Drive home in Yellow Van		
Sun.	24th		**DAY OFF**									

Part 4 Dates

Mon.	25th		AM/PM: Pontoon arriving EVE: Dress Rehearsal Part 4					IN		Drive back in Yellow Van		
Tues.	26th		Performance 1 Part 4									
Wed.	27th		Performance 2 Part 4									
Thurs.	28th		Performance 3 Part 4									
Fri	29th		Performance 4 Part 4									
Sat.	30th		AM: Turnaround 4 to 2 PM: Tech Part 2. No Chorus. **With Pyro** EVE: Turn-around Rehearsal. 2 into 4									
Sun.	1st	Oct.	**DAY OFF**									
Mon.	2nd		Turn-around Rehearsal									
Tues.	3rd		EVE: Dress Rehearsal Double Bill									
Wed.	4th		EVE: Performance 1 Double Bill									
Thurs.	5th		EVE: Performance 2 Double Bill									
Fri	6th		EVE: Performance 3 Double Bill									
Sat.	7th		EVE: Performance 4 Double Bill									
Sun.	8th		EVE: Performance 5 Double Bill									
Mon.	9th		**Morning off.** Get-out Day 1	RTN		RTN		OUT	OUT			
Tues.	10th		Get-out Day 2				DEL		OUT ?			
Wed.	11th		Get-out Day 3									
Thurs.	12th		Get-out Day 4									
Fri	13th		Get-out Day 5									
Sat.	14th		Get-out Day 6 ?									
Sun.	15th		Get-out Day 7 ?									
Mon.	16th						COL					

Rehearsal Schedule

Monday 4th September

11 AM: Table work: full company

PM: Table work: full company

EVE: Chorus recording session for Holy Island and Renaissance Islands (Page 18/19 and 43)

Tuesday 5th September

AM: Sally/Sam scenes (No Gloriana): Marc Graham and Emma Bright
Scenes: ii.iv/iii.i/iv.ii/iv.iv:

PM: Bus man scenes (No Chorus): Marc Graham, Emma Bright, Joanna Nicks, Sally Ann Staunton
Scenes: i.v/ii.ii

EVE: Bus man scenes (Chorus): Marc Graham, Emma Bright, Joanna Nicks, Sally Ann Staunton, Ashley Schultz and Albion chorus (no suit)
Scenes: i.v/ii.ii

Wednesday 6th September

AM: Captain/Ingrid scenes; Oliver Senton, Joanna Nicks.
Scenes: ii.ivB/ iii.iii

PM: Holy Island scenes (No chorus); Rani Moorthy, Oliver Senton, Joanna Nicks, Marc Graham to join 3.30
Scenes: ii.v (with Joanna Nicks)/i.iv/ii.vi/ iii.iv (with Marc Graham)

PM2 (Peter & Ingrid): Natasha and Man A: Olivia to join; Lisa Howard, David Pattison, Sally Ann Staunton join 3.30
Scenes: i.iii/ iv.iii/ ii.iii (with Sally Ann Staunton)

EVE: Holy island scenes (Chorus); Rani Moorthy, Oliver Senton, Joanna Nicks, Marc Graham, Albion Chorus & Holy Island chorus
Scenes: i.iv/ii.v/ ii.vi/ iii.iv (no fighting)

Thursday 7th September

AM: Captain and Sam scenes; Oliver Senton and Marc Graham.
Scenes: v.iii

PM: Gloriana scenes; Nadia Emam, Rani Moorthy, Oliver Senton, Jonna Nicks, Lisa Howard to join at 3.30/ Emma Bright and David Pattison to join at 4pm.
Scenes: ii.i/iii.v/v.ii (With Lisa Howard)/ v.iv (with Emma Bright and David Pattison)

EVE: Battle rehearsal; Nadia Emam, Lisa Howard, David Pattison, Marc Graham, Oliver Senton, Emma Bright, Sally Ann Staunton, Joanna Nicks, Albion chorus, Renaissance Chorus, Holy Island Chorus (anyone who isn't already dead).
Scenes; iv.vi: on boats with props. No combat.

Friday 8th September

AM: No work

PM: Natasha & Captain scene/Natasha & Gloriana & Captain scene; Nadia Emam, Lisa Howard, Oliver Senton, David Pattison (Without Chorus)
Scenes; iv.ii/ v.i/ vi.i

EVE: Renaissance islands rehearsals; Lisa Howard, David Pattison and Renaissance chorus.
Scenes i.iii/iv.iii/v.i

Saturday 9th September

AM: Work through play (Company lunch); all company (rehearse Missionary and resident into iii.i)

PM: Work through play; all company

EVE: finished by 6pm

Sunday 10th September

AM:

PM: Violence call with Liam Evans Ford; Ashley Schultz, Marc Graham, Oliver Senton, Emma Bright, Rani Moorthy.

EVE:

Monday 11th September

AM: No cast work. Follow spots arrive.

PM: Page 25-45: without chorus (with hydroshield)

EVE: Page 25-45 with chorus (with hydroshield and projections)

Tuesday 12th September

AM: Cast day off

PM: Cast day off

EVE: Cast day off

Wednesday 13th September

AM: Part 2 Rehearsals: Full part 2 cast, no chorus. (No Matt)

PM: Part 2 Rehearsals: Full part 2 cast, no chorus. (No Matt)

EVE: Lighting session on Part 2

Thursday 14th September

AM: No cast work

PM: Part 2 Rehearsals: Full part 2 cast, no chorus.

EVE: Run through of part 2. Including chorus. Pyro. Helicopter.

Friday 15th September

AM: No cast work

PM: Full Part 4 cast call: walk through in park/line runs.

EVE: Oliver Senton in water and into boat rehearsal. And Scenes as necessary. Fire boat solus rehearsal.

Saturday 16th September

AM: Pages 34-40: including chorus

PM: Battle rehearsals with Liam Evans- Ford (pages 36-39 iv.vi)

EVE: I would imagine we'll all be sleeping.

Sunday 17th September
Day Off

Monday 18th September

AM:

PM: Page 1-25 (no chorus)

EVE: Page 1-25: Chorus, hydroshield, video, all boats, rain, Oliver in water etc. Not Divers suit, no fire ship/pyro

Tuesday 19th September

AM:

PM: Sally and Sam scenes. Ii.iv/ iii.i/ iv.ii/ iv.iv

EVE: Bus driver scenes: i.v/ii.ii (with suit and water.)

Wednesday 20th September

AM:

PM: Gloriana, Captain, Ingrid scenes.

EVE: Page 25-45: Chorus, all effects

Thursday 21st September

AM:

PM: Rehearsals as necessary.

EVE: Chorus night off. Rehearsals as necessary.

Friday 22nd September

AM: Doug arrives

PM: Holy island scenes and scenes as necessary.

EVE: Holy island scenes, with pyro and all effects.

Saturday 23rd September

AM:

PM: Full company call, rehearsals as necessary.

EVE: Full run of Part 4 with all effects and chorus.

Sunday 24th September

Day Off

Monday 25th September

AM:

PM:

EVE: Full dress rehearsal with invited audience.

Tuesday 26th September

AM:

PM:

EVE: Performance 1 Part 4

Wednesday 27th September

AM:

PM:

EVE: Performance 2 Part 4

Thursday 28th September

AM:

PM:

EVE: Performance 3 Part 4

Friday 29th September

AM:

PM:

EVE: Performance 4 Part 4

Saturday 30th September

AM:

PM: Tech Part 2 (No chorus)

EVE: Rehearsal Turn around 2 into 4 (No Chorus)

Sunday 1st October

Day Off

Monday 2nd October

AM: Turn Around Rehearsal

PM: Turn Around Rehearsal

EVE: Turn Around Rehearsal (No Chorus)

Tuesday 3rd October

AM:

PM:

EVE: Dress rehearsal double bill

Wednesday 4th October
EVE: Performance 1 Double Bill

Thursday 5th October
EVE: Performance 2 Double Bill

Friday 6th October
EVE: Performance 3 Double Bill

Saturday 7th October
EVE: Performance 4 Double Bill

Sunday 8th October
EVE: Performance 5 Double Bill

GET OUT SCHEDULE FOR W/C 9 OCTOBER 2017 TO FOLLOW

11.0 Risk Assessments

Risk Management and Risk Assessment

This section aims to categorise the varying risks affecting the safe and smooth running of the event, both general and more site specific and to explain the control measures and planning that is being put into reducing the risks to the minimum acceptable in each case.

For the first, more general section, we look at risks posed by more general hazards that will affect all areas of the operation. The second section looks at risks in particular areas, during particular activities and identifies measures to reduce these risks. These Risk Assessments are written in table format and in most cases should illustrate (numerically) the reduction in risk that we believe is gained by incorporating the control measures into the project as a whole.

Risk assessment will continue through the planning and building stages of the event and will be a significant part of daily checks and briefings during the event. Any significant changes to the risks experienced or expected will be noted and included in the post-event draft of this document for any de-brief.

Identification of 'General' Risks

a) Holding the event
In planning to hold this event the event management team have used their knowledge and experience of similar events to ensure high quality control levels. The management team will go to great lengths to detail, as closely as possible, work schedules and entertainment schedules and their relationship to time, place and the person or organisation responsible for particular tasks. This document aims to demonstrate, through adaptation of the operational plans provided for each area, the direct relationships between the operational plans, the risk assessments and the control measures used.

This document can then be seen as the method statement for the whole event.

b) Competence
All those involved with the planning of this event are recognised as competent within their field. Their credentials and experience will be checked and scrutinised by the Event Managers as part of the event control measures. Contractors will provide Event Management with Risk Assessments and Method Statements as necessary prior to the event, which are included in this document.

Contractors are deemed to be competent by demonstrating their knowledge of their particular specialism; by their experience of similar events; by their practical ability in their particular field and by their record of relevant training. All contractors will be responsible for their staff and ensure their staff will be given, or shall be deemed to have received previously, relevant training by the contractor to give them the necessary competence to perform the tasks they are being asked to complete

c) Control
The company has planned the event thoroughly and will use the outcomes of team meetings and site visits to determine a hierarchy of control and a set of documents relating to the control of the event as a whole. The control documents and the risk assessments will set out the responsibilities of those involved and will be accepted by all involved. Regular checks of control measures will be carried out by the Event Managers and Production Head of Departments, where appropriate, during the site build, the event and, where necessary, during the clearance of the site.
d) Co-operation
The Event Managers will liaise with Local Council Departments, Licence issuers, Police, Fire Brigade and contractors in planning the event. Site meetings will be held and a consensus reached on the various aspects of risk management and access control. Risk Assessments will be produced with the co-operation of all parties. Other agencies will be brought into this cooperative exchange of information as deemed necessary.

e) Communication
Effective communication is seen as the key to controlling the risks and ensuring safe, professional operation of the event.
Communication currently takes four forms:
• Communication between the management team (and the disseminating of knowledge throughout the safety chain) by way of meetings, e-mails, telephone conversations, site meetings, plans and other documents regularly reviewed and agreed.
• Communication with the public in advance of the event will mainly be by email. For local businesses and residents, notices will be hand delivered informing them of our activities.
• Communication during the event running period between staff will be face to face and using mobile telephones during this period and set-up / strike periods as necessary.
• Communication with the public at the site will be via signage and flyers and front of house staff (to whom information is disseminated through daily briefings).

f) Site Induction
The Producer, Director or Stage Manager will hold a site induction and safety briefing for all major contractors as they arrive on site. This will be an appropriately detailed look at risk management for the event as well as a final check on schedules and equipment. They will be available to give site safety inductions to any staff or contractors expecting to work on the site.
Either the Producer, Director or Stage Manager will be on hand at all times to provide assistance and advice and to ensure all control measures noted here are carried out where practicable.
The induction should involve:
Welcome; Event Overview; Who's Who; Schedule; The Site; Vehicle Access; Welfare; Accidents/Incidents; Personal Behaviour; Health & Safety; Communication; Fire (this is not an exhaustive list)

g) Event Health & Safety Checks / Event Diary

The Event Manager and Production Head of Departments will be responsible for carrying out safety checks around the site and keeping on top of contractor, staff and artist activities. Any significant actions and issues arising on site and their resolution will be logged in the incident report book located in the Production Office.

h) Operational Control of the Event
The Event Manager will be in operational control of the event. The Event Manager and/or Stage Managers will be on site at all times during rehearsals and performances.
An incident book will be kept in the Production Office to make note of any significant happenings, actions or queries to act as a reminder and a record of actions taken by the site management team at the event.

i) Contractor Access/Behaviour
Contractors requiring vehicular access will be instructed in advance of when they can access the site and where to park their vehicles and will await permission to access the site, which will be granted by the Event Managers. When onsite, vehicle movement will be restricted to walking pace and hazard lights must be used at all times.
Contractors will be advised where to off-load (and load) equipment and as soon as they are empty all vehicles must be removed to park where arranged.
All contractors will be expected to provide suitable and sufficient Personal Protective Equipment (PPE) as required by their own risk assessments. Although standard of dress is not an issue during build-up and get-out, bare chests and offensive logos will not be tolerated.
Any contractor or staff member suspected of being under the affects of alcohol or drugs will be asked to leave the site. Any worker on prescription drugs that may affect their work performance should advise a member of event management.

j) Manual Handling
All staff and contractors working on this event should be aware of the high risk of accidents in work where manual handling is used. Where possible manual handling should be avoided or reduced as much as possible. So far as is reasonably practicable, large loads will be broken into component parts, mechanical aids will be provided, and equipment should be delivered in boxes and cases that are on wheels. All staff and contractors should be encouraged to use mechanical aids (sack-barrows/trolleys/etc) when moving equipment around the site. Contractors should produce Risk Assessments where they feel that Manual Handling is unavoidable.
All involved in Manual Handling may wish to use the T.I.L.E (or L.I.T.E) method of Risk Assessment which looks at the Task, the Individual, The Load and the Environment; this ensures all aspects of the task are looked at in detail and that the task and individual are well matched.
Where manual handling is the only course of action, the event management team will call on additional staff to assist as needed. There will be a pool of staff available on site. Any contractors with manual handling problems should discuss them with the event management team.

k) Working at Height
All work at height by contractors will be kept to a minimum and monitored by the Event Manager and/or Production Head of Departments, with dynamic risk assessment carried out prior to work taking place. Anyone working from a ladder should only do so for as short a period as possible and be aware of the

dangers. All ladder work should involve an additional person to foot the ladder and, where practicable, tying-off the head of the ladder. Moving ladders around the site should be undertaken with great care and be a job for at least 2 persons if the ladder is 10 rungs or more.
Contractors with more complex rigging or working at height issues should provide the Event Manager with a separate and specific risk assessment and plan.

l) Electrical Safety
The Heads of Lighting and Sound will ensure that anyone supplying electrical equipment to the event understands the requirement for PAT test evidence. This will be backed up on site by visual checks of electrical equipment. Equipment showing evidence of damage, poor repair or no PAT test may be removed from service.
Electrical equipment used within 1m of water surfaces will be secured using bonds or chains. There will be full RCD protection of power supplies onsite.

m) Lighting
None of the lighting included in the event is expected to create additional hazards. Where hazards are perceived, the structures and equipment will be isolated from the public. All lighting circuits in public areas will be protected by RCDs as noted in the electrical safety section. The Head of Lighting will provide associated method statements and risk assessments which will be supplied as part of this event document.
Issues that arise that have not been identified within the planning process will be reviewed and any necessary action recorded.

Produced by:	Joanna Resnick
Date:	27th July 2017

FLOOD PART TWO ABUNDANCE - RISK ASSESSMENT

Severity Index				Likelihood Index				Risk Rating Matrix						Residual rating	
									Catastrophic	Serious	Significant	Minor	Insignificant		
Catastrophic	Fatality, major injury, fire or loss of property	5		Certain	Harm is certain or near certain	5		Certain	25	20	15	10	5	6 or less	Risks adequately controlled - no further actions required
Serious	Over 3 day injury, long term damage to health, serious property damage	4		Likely	Harm will occur frequently (3/4 times per year)	4		Likely	20	16	12	8	4	6 - 12	Major accident possible - further control measures required
Significant	Hospital treatment likely, some significant property damage	3		Possible	Harm may occur (1/2 times per year)	3		Possible	15	12	9	6	3	Above 12	Control measures ineffective, possibility of major accident high, immediate further action required, possibly suspend work
Minor	Slight injury, minor property damage	2		Unlikely	Harm will seldom occur (once every 2-3yrs)	2		Unlikely	10	8	6	4	2		
Insignificant	No injury or damage	1		Improbable	Harm difficult to foresee (less than once in 3yrs)	1		Improbable	5	4	3	2	1		

General elements

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
General Site	Darkness leading to unseen hazards such as trips/slips	Staff Public	2	4	8	Fit-up and rehearsals work on site will take place during daytime hours and into the early evening to test show conditions. There is ample existing public lighting across the site. Additional working lights for evening work will be made available as required. A lighting test will take place to check show conditions. The audience are supervised by Front of House attendants at all times, all of whom carry torches and who will have been made aware of potential ground hazards on site.	2	3	6	6 or Less	Slung Low
Unloading of stage, set and other equipment	Falling objects and other moving vehicles	Staff	3	3	9	Vans and trucks will be unloaded at a specified times. Unloading will be supervised and where necessary a member of staff will direct the public to momentarily avoid unloading areas. Where possible, unloading will be carried out undercover/in dry conditions. High visibility vests and steel toe-capped boots to be worn whilst unloading. Ramps and wheels to be used wherever possible. Further risk assessments will be required for any object requiring more than 4 person lift. When vehicle delivered arrive on site ground protection matts will be placed on the grass between South Bridge Road and the Swing Bridge along with and a heavy duty timber ramp to assist vehicles climbing onto the kerb. This protective equipment will be removed following use.	3	2	6	6 or less	Slung Low

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Manual Handling	Injury due to incorrect handling	Staff	3	3	9	Staff to be briefed on correct manual handling techniques. Large loads to be broken down into component parts. Mechanical aids to be used wherever possible. Any heavy lifts to be completed by multiple crew. Hard hats and gloves to be worn as necessary. High visibility vests will be worn in public areas during fit up. Steel toe capped boots to be worn if risk of injury to feet.	3	2	6	6 or less	Slung Low
Audience arriving/leaving	Risk of trips or falls	Staff Public	3	3	9	The area is a well-maintained, well-lit public space managed by Hull City Council. The site will be staffed by a Front of House Team who will direct audiences to the clearly-marked headphone collection point on arrival.	2	2	4	6 or less	Slung Low

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Audience and company moving around site	Risk of trips & falls and moving vehicles	Staff Public	3	3	9	The performance is relatively static, there is no need for the audience to run/rush anywhere. Audiences will be standing in one place throughout the performance, though they will have the ability to move gently within the viewing area to improve their sight line. Audiences will be accompanied by stewards at all times. It is anticipated that the audience will stay together as a group. Any audience members that separate from the main group will be monitored and if necessary asked to rejoin the main audience and kept away from the slipway. Slung Low have performed many headphone shows and are experienced about how both the technology works and how audiences use the technology. The audiences' senses will not be confused. Prior to beginning any activity, all cast and company will have carried out a site walk and been briefed on potential on-site hazards. Performers and staff will be vigilant for trip hazards and will fix them where possible or make the public aware. Handrails will be fitted to elevated standing-only viewing platforms (600mm decking).	3	2	6	6 or less	Slung Low

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Audiences crossing South Bridge Road, moving between the half tide basin to Victoria Park	Risk of collision with vehicles resulting in broken bones, impact injuries, death	Public Staff	5	3	15	Following the end of Flood Part II: Abundance audiences will receive an announcement through their headphones to keep their equipment on. They will then receive instruction through headphones to follow the Front of House volunteers across the road to the Park. A designated team from the Front of House team will take responsibility for the temporary cessation of traffic on South Bridge Road to allow the audience to safely cross the street en masse. This will be led by Slung Low's Producer who has completed 12D T1 temporary traffic management training course. The procotol can be found on page 66).	5	1	5	6 or less	Slung Low
Medical emergency	Injuries and illness	Staff Public	5	3	15	There will be multiple qualified first aiders accompanying the audience throughout the show to deal with minor incidents. In the case of serious incident or pre-existing medical conditions the emergency services will be called. During fit-up and rehearsals there will be at least one designated first aider present on site.	5	2	10	6-10 *There is always the risk of medical incidents e.g. heart attacks in large groups of people which is beyond our* control	Slung Low
Unruly behaviour	Violence, unruly Behaviour, Vandalism	Staff Public	3	2	6	Police will be briefed about the event and they will have a presence when necessary – we will continue to liaise with them as we progress through rehearsals. All staff and stewards to be aware of site layout and the potential for a small proportion of the attendees to seek mischief. Proactive approach required in order to prevent incidents escalating. As passers-by will not be able to hear the show, uncontrolled participation will be minimised. During Flood Part II, a similarly advertised, public event we did not receive on the day walk ups and marketing emphasised that only ticket holders would be allowed access to the performance.	2	2	4	6 or less	Slung Low

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Electrical Equipment and sound operation	Compromising general safety	Staff Public	4	3	12	All equipment will be PAT tested. Equipment will only be operated by trained personnel. Appropriate Fire extinguishers to be located with electrical equipment. All outdoor power cable will be secured to the surface and will be IP44 weatherproofed. All outdoor equipment to be protected by RCB. Set elements used close to electricity to have major metal sections earthed.	3	2	6	6 or less	Slung Low
Noise	Hearing damage	Staff Public	3	1	3	Audience headsets have individual volume controls and are also capped at safe levels. No outdoor PA system producing external sound, avoiding noise issues for neighbours. At the end of the show audiences will be will be asked to leave the site quietly, being mindful of residents.	2	1	2	6 or less	Slung Low

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Welfare	Risk of discomfort due to lack of welfare facilities	Staff Public	3	3	9	Crew, cast and contractors will have access to toilet and shower facilities. Refreshments will be available in the a sheltered, centrally heated Green Room. Company meals will also be provided twice daily. Audiences will have access to toilets in the Victoria Dock Village Hall and The Gold Crest pub. When presented as a stand-alone show Part IV is only expected to last 60 minutes so refreshments are not required. When Part II and IV are presented together additional mobile toilets will be positioned in Victoria Park (3 single, 1 accessible). These will be cleaned daily. Hot drinks and food (no alcohol) will be available to audiences. Suitable HACCP systems to be in place and relevant paperwork to be reviewed by Event Management prior to arrival on site. A marquee will provide shelter and seating during this 45-minute interval.	3	2	6	6 or less	Slung Low
	Risk of fatigue	Staff	4	2	8	Staff to take regular breaks. Individuals to know their own limitations and not to carry out any activity that they are not comfortable or properly trained to do.	4	1	4	6 or less	Slung Low

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Bad Weather	Equipment failure Audience getting wet	Staff Public	3	3	9	Any electrical equipment to be protected from weather by covers. Any cable runs to be IP44 weatherproof cabling. During fit-up and rehearsals crew and cast are prepared to work outdoors with appropriate clothing/PPE. Indoor, sheltered green room spaces available. Sun screen and drinking water available to crew. Audience are aware they are attending an outdoor show and so should dress accordingly. If the ground is wet, the audience to be advised on arrival to be extra vigilant against slipping. There is no need for any audience to move at anything other than a gentle pace. We will check the Environment Agency website for flood forecasts (environment-agency.gov.uk) Decision to cancel the show, if necessary, to be taken by the Director. Any large set elements to be structurally sound enough to cope with wind loadings. The effect of wind on pyrotechnic effects to be considered in a separate risk assessment produced by External Combustion. In the case of a thunderstorm we will remove all people from the metal stage. At times when an electrical storm is forecast we will exercise vigilance with the Director responsible for the decision to clear the metal structure. When compared with fibreglass or wooden yachts, all-metal boats are rarely damaged by lightning and injuries are uncommon.	3	2	6	6 or less	Slung Low

Specific elements – Water-related activity

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Rigging / dismantling on water	Collisions on water	Staff	3	3	9	All cast and company members will receive water safety briefing prior to working on water. During production fit up and strike Slung Low staff working on the water will wear properly fitting buoyancy aids, suitable footwear and outdoor waterproof clothing. Staff are required to work in groups/pairs and to be vigilant of each other. RYA Boat Safety trained crew to be on site when staff are working on or near the water.	3	2	6	6 or less	Slung Low
Use of boats (manual and engine-powered)	Risk of injury due to incorrect handling and falling into water	Staff	4	3	12	All cast and company members will receive water safety briefing prior to working on water. Only experienced Slung Low personnel will operate the boats. Audiences will not approach or go aboard boats. It is anticipated only electric outboard motors will be used. If petrol or diesel engine are required, refuelling of outboard motors to take place away from all naked flames. Appropriate fire extinguishers will be on site. All fuel to be stored securely in appropriate containers. During production fit-up and strike Slung Low staff working on the water will wear properly fitting buoyancy aids, suitable footwear and outdoor waterproof clothing. Staff are required to work in groups/pairs and to be vigilant of each other. RYA Boat Safety trained crew to be on site when staff are working on or near the water.	3	2	6	6 or less	Slung Low

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Staging left on site overnight	Public gain access to stage	Public	5	3	15	The stage will be stored in the centre of the basin so that it cannot be accessed unless by boat. Boats to be stored securely to ensure public cannot access them. All other set to be stored in a secure location on shore.	5	1	5	6 or less	Slung Low
Actors performing on water	Collisions on water. Risk of injury to actor	Staff	3	3	9	All cast and company members will receive water safety briefing prior to working on water. Slung Low staff working on the water will wear properly fitting buoyancy aids (as required), suitable footwear and outdoor waterproof clothing. Staff are required to work in groups/pairs and to be vigilant of each other. RYA Boat Safety trained crew to be on site when staff are working on or near the water. Thorough rehearsals to ensure all understand choreographed movements on water.	3	2	6	6 or less	Slung Low
Actors choreographed to fall into water	Risk of injury to actor	Staff	4	3	12	To ensure the actor is a strong swimmer and comfortable working in the water. The sequence will be choreographed to ensure actor's safety. The actor will wear a properly fitting buoyancy aid, suitable footwear and appropriate safety clothing. Throw lines/rings will be available and a safety boat will be on standby.	3	2	6	6 or less	Slung Low
Proximity of audience to water	Audience falling into water	Public	4	2	8	Barriers separate the audience from the water. Audience areas to be signposted and restricted areas to be clearly marked off. Public monitored by front of house stewards throughout the performance and little need for audience to move around during performance. Safety Boat to be on standby during performances.	4	1	4	6 or less	Slung Low

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Activity on and in water	Blue-green algae	Staff	3	3	9	Tests will be carried out regularly to monitor the water supply within the basin. Recent testing (June 2017) shows that water levels comply with EU bathing regulations. Preventative measures currently being taken to reduce the likeliness of algal growth within the basin including use of two aerators, environmentally friendly blue pond dyes and barley straw - in discussion with landowners Hull City Council, The Water Feature Company (aerator installation and dye treatment) and Swim Safety (water quality testing and advisors). Staff required to wash hands regularly and thoroughly when in contact with water. Showers to be located close to the site of activity for those with greater exposure. Appropriate clothing and PPE to be worn at all times.	3	2	6	6 or less	Slung Low
Weil's Disease	Risk of infection through contact with contaminated water	Staff	3	3	9	All Slung Low cast and company to be made aware of risk as part of the pre- event briefing notes. Staff advised to cover cuts/grazes with clean, waterproof dressings to prevent infection. First aid kit to be available on site. Good hygiene practices to be followed, especially washing with warm water and soap.	3	2	6	6 or less	Slung Low
Flotation of car shell and caravan shell in the water	Risk of vehicle fuel, oils etc spilling into the water	Staff Public	3	3	9	The 'car shell', a modified floating Vauxhall Zafira car will be used in the production. This vehicle has been modified by a qualified mechanic to contain no engine, fuels or liquids, removed of its interior and steam cleaned before installation in the half tide basin. A 'caravan shell' structure, has similarly been converted into a floating piece of staging by professional theatre constructors RT Scenic.	3	1	3	6 or less	Slung Low

Specific elements – Use of Theatrical Pyrotechnics

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Use of pressurised flammable propane gas and ignition equipment.	Injury from heat, flame and gas leakage. Blast Fire.	Staff Public				We are working with trained and experienced pyrotechnicians External Combustion who will provide a full method statement and risk assessment for the flame and pyro effects. **See section 9.1 for more details**					Slung Low
Use of robotic pyrotechnic effects	Risk of burns, fire resulting in further damage	Cast Crew	3	3	9	Robotic pyrotechnics (Le Maitre PP609 12 x Prostage Airburst - Silver Medium) will be used to create a small theatrical spark burst effect. Operation of pyrotechnics will only be performed by a trained Slung Low staff member. The person responsible for the control and firing of pyrotechnics must ensure that it is safe to do so. All pyrotechnics must be stored in a safe, secure containers until they are required. The loading and positioning of all devices must be done with safety foremost. Only the devices required should be placed in situ; no other spares or such like should be present in the performance area. Suitable firefighting equipment should be deployed in strategic positions in situ, and cast and crew made fully aware of all devices and their position. The device must not be operated if there is any risk to anyone. In the event of a miss-fire the circuit should be switched off until after the performance. Theatrical pyrotechnics sourced from reputable company Stage Electrics.	3	2	6	6 or less	Slung Low

Specific elements – Water spouts

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Operation of water spouts	Risk of injury due to misuse	Staff Public	3	2	6	Spouts will only be pressurised when crew clear and control panel is in clear working area. Only to be operated by trained staff. A safe perimeter to be established between the public and water spout operation position. Spouts to be monitored at all times by crew to ensure no tampering/vandalism.	2	2	4	6 or less	Slung Low
Operation of water spouts	Staff getting wet	Staff	1	4	4	Water jets will be positioned to minimise the risk of crew getting sprayed with water.	1	4	4	6 or less	Slung Low
De-rig of spouts	Risk of misfire	Staff Public	2	3	6	All spouts should be activated once disconnected from any reservoirs to ensure no misfires. Spouts to be stored securely when not in use.	2	2	4	6 or less	Slung Low

Specific elements – Use of handheld flare

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Performer using hand held flare	Risk of injury to actor, fire hazard	Staff Public	3	3	9	The company is experienced in using this effect, having recently used them in a number of outdoor performances including Flood Part II & III. There will be a steward on hand with a fire blanket and extinguisher. The flare will be left to cool in a fire bucket after use and then disposed of off-site at the end of the showing. Appropriate PPE to be worn.	3	2	6	6 or less	Slung Low

Specific elements – Use of paintball smoke grenade

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Use of paintball smoke grenade	Risk of causing alarm Risk of burning to operator Risk of smoke reducing visibility for nearby vehicles	Staff Public	3	3	9	A member of the company will be responsible for setting off the paintball smoke grenade. After using the smoke grenade it will be placed into a metal bucket and allowed to cool before careful disposal. This sequence will be practiced in advance, taking steps to ensure proper smoke dispersal to avoid reducing the visibility of nearby road users. Local residents to be informed about the smoke so that they can reassure any public if needed along with Front of House staff.	3	2	6	6 or less	Slung Low

Use of Telehandler - Unloading / Loading from Transport

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Unloading of stage, set and other equipment	Struck by Boom, Struck by Chassis, Impact with moving load	Crew Public	5	3	15	There will be a complete exclusion zone for the entire duration of usage. All persons using the Telehandler will have valid qualifications and training. High visibility will be worn at all times during use. Telehandler will be made safe from unauthorised use.	3	2	6	6 or Less	Slung Low
Telehandler stability	Unsafe ground, overloaded or unsafe load	Crew	5	2	10	Full vehicle journey mapped out and made safe and obstacle free. Operator to ensure loading is within capabilities of telehandler, and the load centre is within the permitted range for the telehandler. Ensure the telehandler has been properly maintained.	2	2	4	6 or less	Slung Low
Load Stability	Falling load, falling parts of load, unstable load, overhead collisions, collisions with other site equipment	Crew Public	4	3	12	A full telehandler route to be mapped out, noting overhead obstacles such as power lines. The load to be lifted will be examined before the lift takes place to note any loose parts. A suitable work exclusion zone will be in place, to make sure that any potential collisions are avoided.	3	2	6	6 or less	Slung Low
Telehandler Movement	Damage to property	Crew Public	4	2	8	Telehandler will on be used in suitable lighting conditions. The designated exclusion zone will take in to account all potential telehandler movements, taking into account street lighting.	3	2	6	6 or less	Slung Low
Telehandler security	Unauthorised use	Crew Public	5	3	15	The telehandler will only be used by a trained and competent individual. When not in use, it will be stored in a designated area, and keys will be kept apart from the vehicle.	2	2	4	6 or less	Slung Low

Placing / Removing Loads from Water

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Severity	Likelihood	Rating	Residual rating	Management Responsible
Preparing loads to be lifted to the water	Load stability,	Crew	3	3	9	At least two people will examine load prior to be lifted. All lifting equipment will have a suitable S.W.L rating and be appropriately secured. At least two people will be present during the lift. The designated exclusion zone will be mapped for all telehandler movements. Only trained personnel will be able to use the telehandler. Radio communication will be made available throughout this process.	3	2	6	6 or less	Slung Low
Lowering /Raising load into/from water	Impact with property, injury, irretrievable load under water, equipment failure	Crew	4	3	12	At least four people will be present for each piece being lowered into place, two by the telehandler, two on the water. Radio communication will be made available through this process. People on the water will wear suitable PFD and PPE and a safety boat will be on standby. A suitable exclusion zone will be mapped out for this manoeuvre.	3	2	6	6 or less	Slung Low
Telehandler stability	overloaded or unsafe load. Environmental influence	Crew	4	3	12	Operator to ensure loading is within capabilities of telehandler, and the load centre is within the permitted range for the telehandler. Environmental conditions will be constantly monitored and evaluated. Ensure Telehandler has been properly maintained.	3	2	6	6 or less	Slung Low

Ongoing Risk Assessment

We acknowledge that a risk assessment is a live document and that assessing risk is an ongoing process, this table is for including any additional risks identified during rehearsal or live event.

Activity/Area	Hazards	Persons at risk	Severity	Likelihood	Rating	Precautions	Residual rating	Severity	Likelihood	Rating	Management Responsible

Other important risk assessments to consider are:

Risk Assessment Prepared by . . . . . Date ……

Section 3 – Public and Audience

12.0 Audience Management and Welfare

Audience management and welfare will be planned and executed in accordance with guidelines as per The Event Safety Guide (HSG195) and Managing Crowds Safely (HSG154).

12.1 Stewarding Plan

Marketing & Tickets

The event will be marketed widely across the city and beyond. All promotional material will be explicit about the need to book tickets in advance through the Hull 2017 box office. We anticipate a wide demographic as we have actively promoted the show to people who would not normally attend theatre productions.

During the process of booking tickets the audience members will be briefed on the nature of the production so they can take some responsibility for arriving prepared for the experience. Attendees will be advised to dress appropriately for an outdoor production. Details on accessible performances and age guidance will also be provided.
We will also promote public transport links to Victoria Dock and advise visitors on parking at the Deep (general audiences) and The Gold Crest pub (Blue Badge holders only). See vehicle management plan page 88.

Up to 450 people maximum will be in the audience each night.

We anticipate that the performances will be sold out well in advance of the run; the April 2017 performance run sold out in less than 24 hours. It will be communicated to the general public by Hull City of Culture 2017 that there will be no tickets/returns sold on site and no additional spaces available for walk ups on the night of the event.
Whilst the event takes place in a residential area accessible to the general public, passers-by will not be able to hear the show without using Slung Low's headphone system. This will ensure that only the planned number of people are in attendance at the event.

Way-finding

A designated member of Slung Low staff will be responsible for a team of SIA security staff and Hull 2017 volunteer stewards who will direct audiences from The Deep, along the pedestrianised waterfront, to the performance site. Signage will also be on display along the route marking the way. Members of the way-finding and security team will have radios to enable communication across locations. All volunteers will attend a training session prior to the event.

The Way-Finding Team will consist of;

- 1 x Way-Finding Co-ordinator
- 3 x Prestige SIA security/ car parking attendants (they will join the Front of House Team at the Performance Site half an hour after the performance starts)
- 10 x Way-Finding Volunteers

Front of House Team

Once on site, stewarding is to be undertaken by Slung Low staff together with a team of Hull 2017 volunteers who will attend a training session on-site and observe a dress rehearsal in advance of the event.

The Front of House Team will consist of;

- 1 x Site Manager
- 1 x Front of House Manager

- 14 x Front of House Volunteers
- 3 x Prestige SIA security/ stewards patrolling South Bridge Road and site (to be joined by 3 stationed as car parking attendants.

The Front of House team have a duty of care for the audience. They will also be prepared to liaise with passing members of the public and answer any questions that may arise. The Front of House team will be fully briefed to keep public safety and site security in mind at all times.

The Front of House volunteer team will be dressed in branded Hull 2017 uniforms and carry a torch and high visibility jacket for use in emergencies. The Site Manager and Front of House Manager will carry charged radios connecting them to both the on-site production team and the way-finding team / security.

Audience Management on site

Audiences will be encouraged to arrive up to an hour before the performance to collect their headphones. A headphone distribution point will be located on site within a clearly-marked Front of House Information tent.

Hull 2017 Box Office staff and volunteers will scan tickets on entry. 1 ticket will be exchanged for 1 pair of headphones only. Audiences will then be encouraged to make their way to the viewing areas to take their place for the performance.

There will be a clearly marked Front of House Information Point for audiences requiring assistance.
Two Front of House attendants will also be available during the performance specifically to guide audiences to the nearby toilet facilities.
At the end of the performance, Front of House team will be positioned at the main exit points to collect in the headphones. The area will be checked for litter before leaving site.

Fire extinguishers	Appropriate fire extinguishers to be located on site. Specific details to be confirmed following completion of the fire risk assessment.
Fire evacuation point	The main muster point will be Victoria Park. Should access not be possible, a secondary muster point will be along the pedestrianised waterfront in an open, paved area at the top of Ocean Blvd.
Toilets	Toilets available in the Victoria Dock Village Hall – 3 women's cubicles, 1 men's cubicle, 3 urinals, 1 disabled access toilet Additional toilets available at the Gold Crest pub. See below for additional provision during intervals.
Disabled viewing area	A designated viewing platform will be erected to improve the sight lines for wheelchair users.
Lost child point	Front of House Information Point.
First aid position	Main position for audiences at Front of House information Point.
Waste	3 bins will be placed on site each night of the performance and cleared away overnight. See below for additional provision during intervals.

See Appendix for site maps marking these key Front of House positions (Page 73).

Additional Provisions During Interval

When Flood Part II and Part IV are presented together there will be a 45-minute interval during which audiences will be ushered across to Victoria Park to access hot drinks and food from local street food vendors Hull Pie and Shoot The Bull.
There will be additional mobile toilets provided (3 single, 1 accessible) which will be cleaned daily.

A marquee will provide a heated, indoor seating area for audiences during this break.

The entrance to the Park has existing street lighting and additional lighting will be positioned around the Park and in the marquee.
A generator will only be in operation during the interval. This will be switched off by 10.30pm each evening. Security will be present on site throughout the performances as well as overnight to monitor the site.

Temporary cessation of traffic on South Bridge Road

At the start of the interval, audiences will receive an announcement through their headphones to keep their headphone equipment on. They will receive instruction through the headphones to follow the Front of House team across South Bridge Road to Victoria Park.

Designated members of the Front of House team will take responsibility for the temporary cessation of traffic on South Bridge Road to allow the audience to safely cross the street en masse. This will be led by Slung Low's Producer who has completed 12D T1 temporary traffic management training course.
The following protocol will be adhered to:
• Each member of the team will have suitable PPE including a high-visibility jacket.
• The team will wait in the required location familiarising themselves with the conditions and flow of traffic that evening.
• At the designated time two members of the team will step into the highway facing the oncoming traffic ahead of where the temporary closure is to be set with signs indicating 'Temporary Road Closure, 5 Minute Wait'. The sign must not obscured from view by parked cars or other obstructions.
• All members of the team will remain in the vicinity to supervise the temporary cessation of traffic, pass information to any drivers needing directions and to be on standby for emergency vehicles approaching should the road need to reopen immediately.
• Once the audience has all crossed the road into the park, the above steps will be reversed starting with one member of the team stepping out to monitor oncoming traffic and then the sign will be returned to the pavement.
• The lead team member will step back to the pavement and announce (via the radio) that the route has been opened.

At the end of the interval an announcement will be made to audiences to gather as a group before the process is repeated, bringing audiences back on site.

12.2 Evacuation Plan

During a major incident, the Event Managers are responsible for stabilising the immediate situation and if necessary initiating an evacuation and reporting the incident to the emergency services using 999.

The Director (Alan Lane) will be 'calling the show' via a discrete radio channel transmitting to every member of the team including all the performers. At any moment should there be a major issue - a clear message will be transmitted to all cast, crew and Front of House team on the ground and immediate evasive action can be taken.

Should it become necessary to evacuate the site in an emergency we can quickly communicate messages and directions to the audience via their headsets.
The Director will issue clear instruction to audiences to follow Front of House team to the muster point at Victoria Park. Audiences will be advised to move at a calm, walking pace and to be careful when exiting the site and crossing the road. Ushers will be positioned along the evacuation route to offer assistance as needed. There will be adequate public street lighting to enable a safe evacuation of the site.

In the event of an evacuation taking place before the audience are instructed to put on their headphones, Front of House team will be notified through their headsets to direct audiences to the muster point and prevent re-entry to the site until permission has been granted by the Event Managers.

The Stage Managers will account for the presence of each member of the company and any external contractors once the site has been evacuated. The Event Managers will be notified of any unaccounted staff or contractors. The Event Managers will be responsible for ensuring the site is clear, and preventing re-entry of the site until it has been deemed safe.

Before commencing the performance, checks will be undertaken to ensure all access routes are clear for emergency vehicles and that the performance sites are free from the build-up of rubbish or obstructions. Regular checks will be undertaken throughout the passage of the production. All build and installation activities will be situated to allow safe public access to as much of the area as possible and no pinch points or unnecessary blocking will be allowed.

See Appendix for site map with identified evacuation routes and muster point (Page 73).

12.3 First Aid

The main First Aid Point will be at the Front of House Information Tent.

Additional first aid kits will be available at the following locations:
- Production Kitchen and Green Room (84 South Bridge Road)
- Site Production Office, Airstream caravan, parked on the edge of half tide basin

A minimum of two qualified first aiders will be on duty during performances. All injuries or accidents on site, however minor, must be recorded in the accident book which will be located in the Site Production Office.

In the event of major injury an ambulance will be called. The Event Managers will be responsible for reporting directly to the Heath & Safety Executive as necessary under the Reporting of Injuries, Diseases and Dangerous Occurances Regulations (RIDDOR) 2013.

12.4 Lost Children

A Front of House Information Point supervised by trained Front of House team will provide a meeting point for lost / missing children.

If a child is reported missing during a performance, Front of House team will inform an Event Manager immediately with the following information, giving as full details as possible:

- Name of child
- Age of child
- Address / Name of School
- Physical description of child (height, colour of hair, clothing etc)
- Where child was last seen
- Time the child was last seen

Once a sufficient check is made and if the child is not found the Event Manager should inform the Police immediately.

The member of team who took the initial report should reassure the parent/carers that action is being taken to locate the child and explain that contact will be maintained with them until the child is found.

If a member of Front of House is approached by a child who is lost they should:

- Reassure the child
- Seek to establish identifying details - name, age, school etc
- Contact an Event Manager with identifying details and other information that might help reunite the child with its parent / carers (physical description, where child was found)
- In the unlikely event that the child is not reunited with their parent / carers the Event Manager should contact the police
- It is important to check the identity of the person to whom the child is handed over

12.5 Lost Property

Lost property will be handed to Front of House team at the Front of House Information Point. If uncollected at the end of the performance the item will be stored overnight in the Production Green Room (84 South Bridge Road). Any uncollected items will be disposed of at the end of the production period.

13.0 References

1. The Event Safety Guide, HSG195, ISBN 9780717624539

2. Managing Crowds Safely, HSG154, ISBN 9780717618347

3. The Health and Safety at Work Act 1974

4. The Management of Health and Safety at Work Regulations 1999

5. A Guide to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995
   HSE L73, ISBN 9780717664597

6. Five Steps to Risk Assessment, ISBN 9780717664405

7. The Work at Height Regulations 2005 (as amended) HSE INDG401(rev1)
   ISBN 9780717662319

8. Manual Handling Operations Regulations 1992 (as amended)
   ISBN 9780717628230

9. Lifting Operations and Lifting Equipment Regulations 1998. Approved Code of Practice and Guidance. ISBN 9780717616282

10. Provision and Use f Work Equipment Regulations 1998. Approved Code of Practice and Guidance. ISBN 9780717662951

11. Memorandum of Guidance on the Electricity at Work Regulations 1989.
    ISBN 9780817662289

12. Maintaining Portable and Transportable Electrical Equipment. HSG107
    ISBN 9780717628056

13. Safe Use of Ladders and Stepladders. INDG402, ISBN 9780717661053

14.0 Appendix

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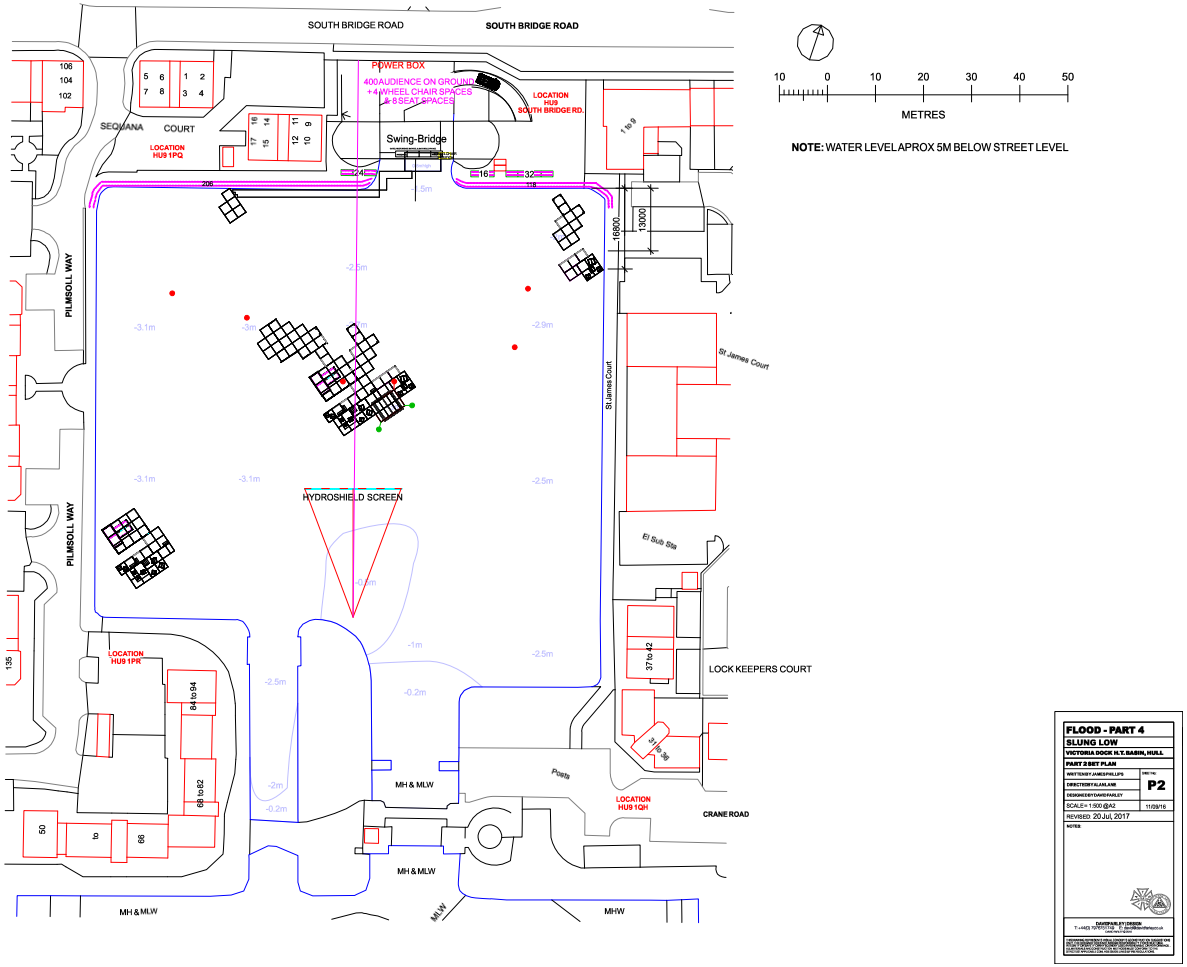
Additional documents available on request and held in Event Management Plan in the production office

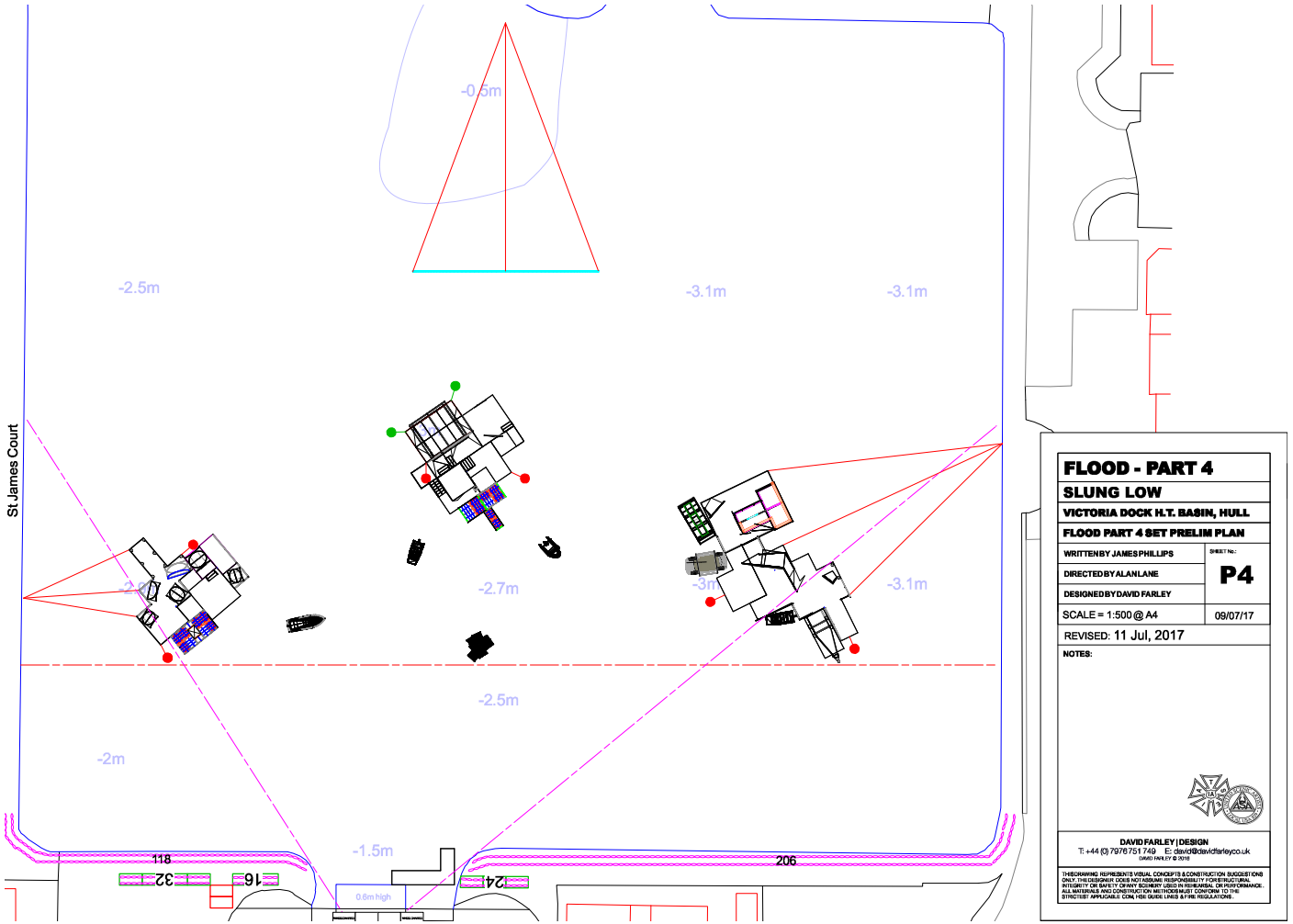
1. Premises Licence from Hull City Council
2. Slung Low Insurance certificates
3. Correspondence from ESAG
4. Accident / Incident Report Book
5. Child & Vulnerable Adult Protection Policy
6. Full Design Plans for the Set

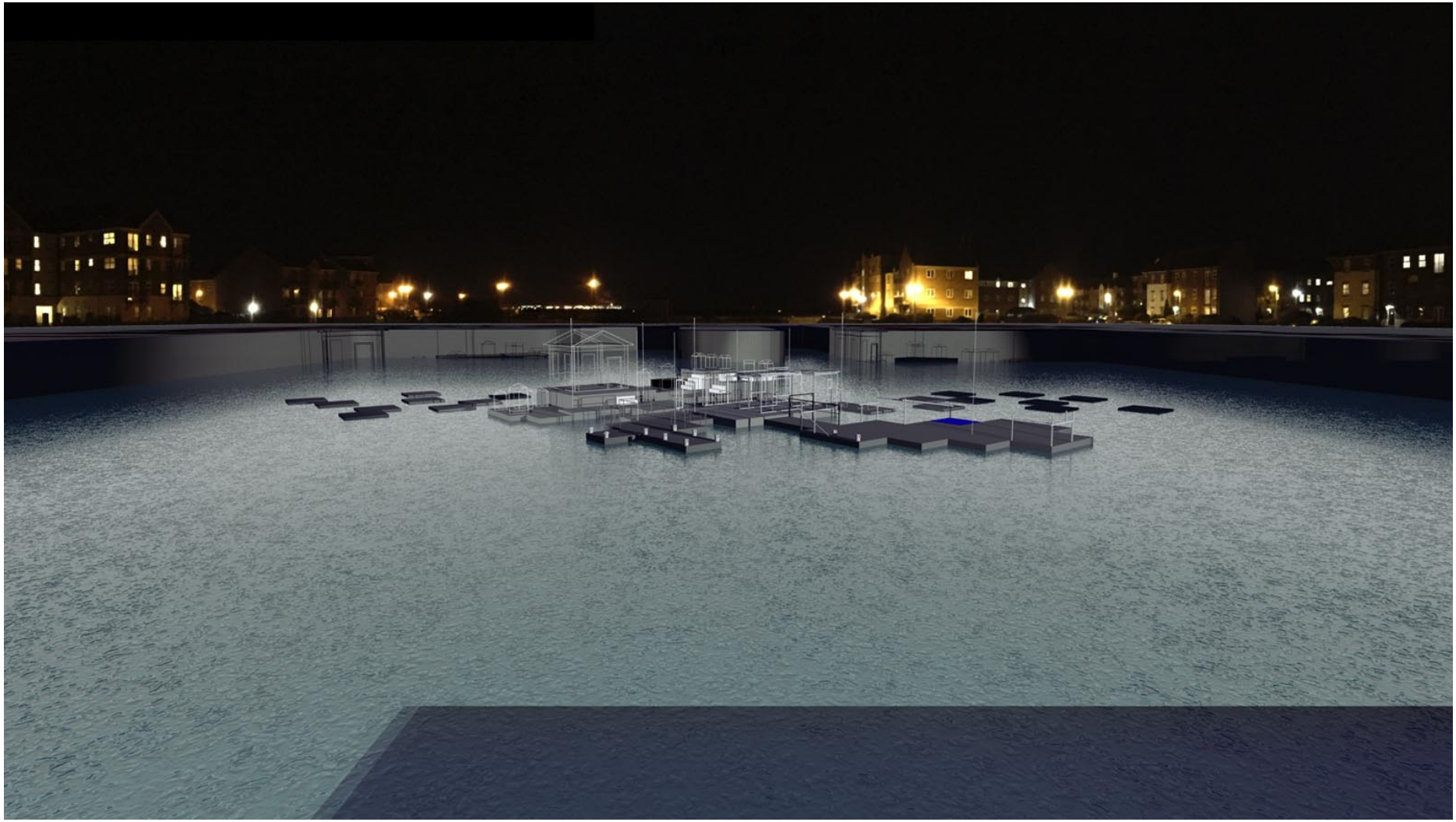
14.1 **Design Plans, prepared by Designer David Farley**

Part II Set Plan



Part IV Set Plan

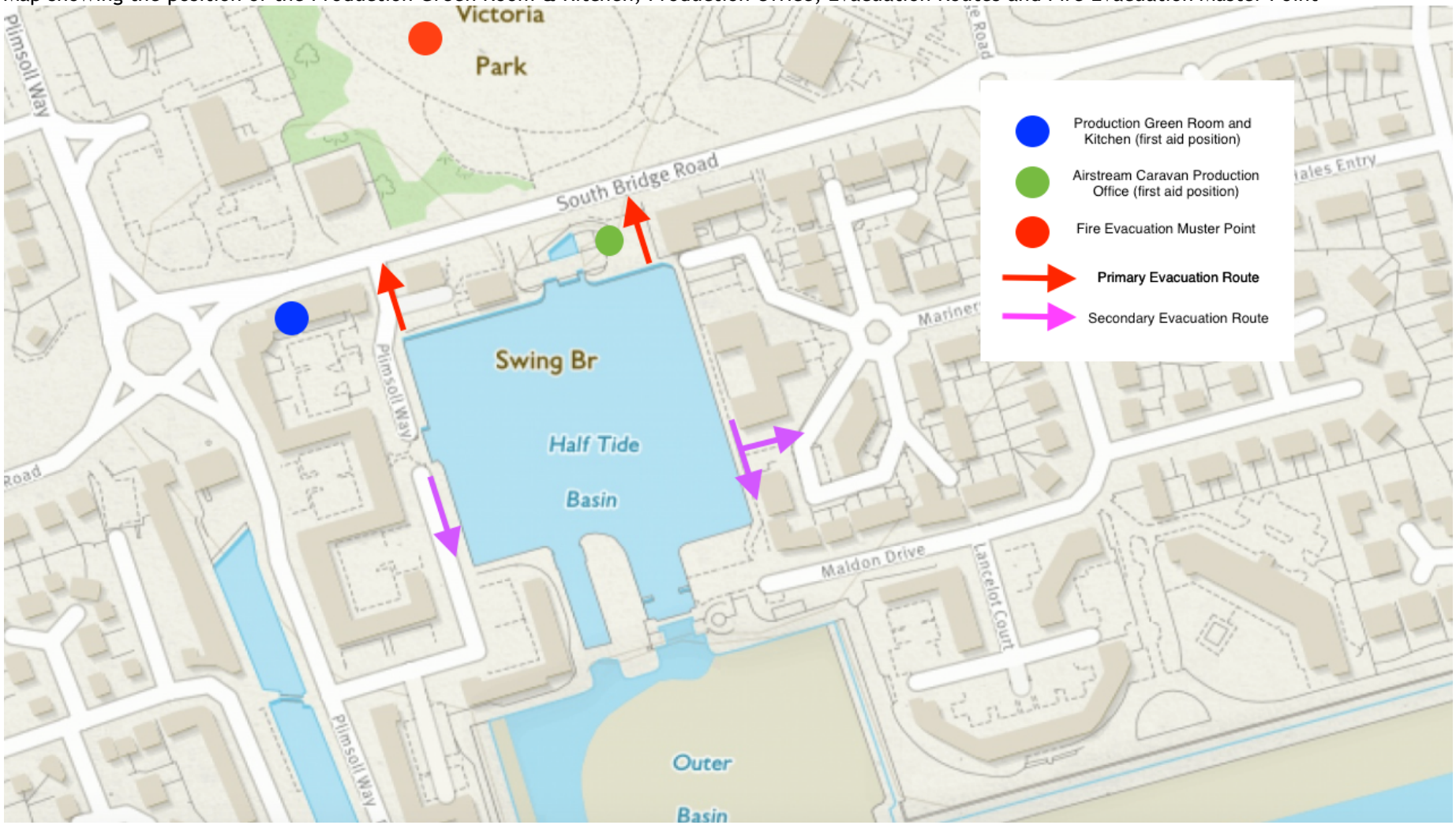




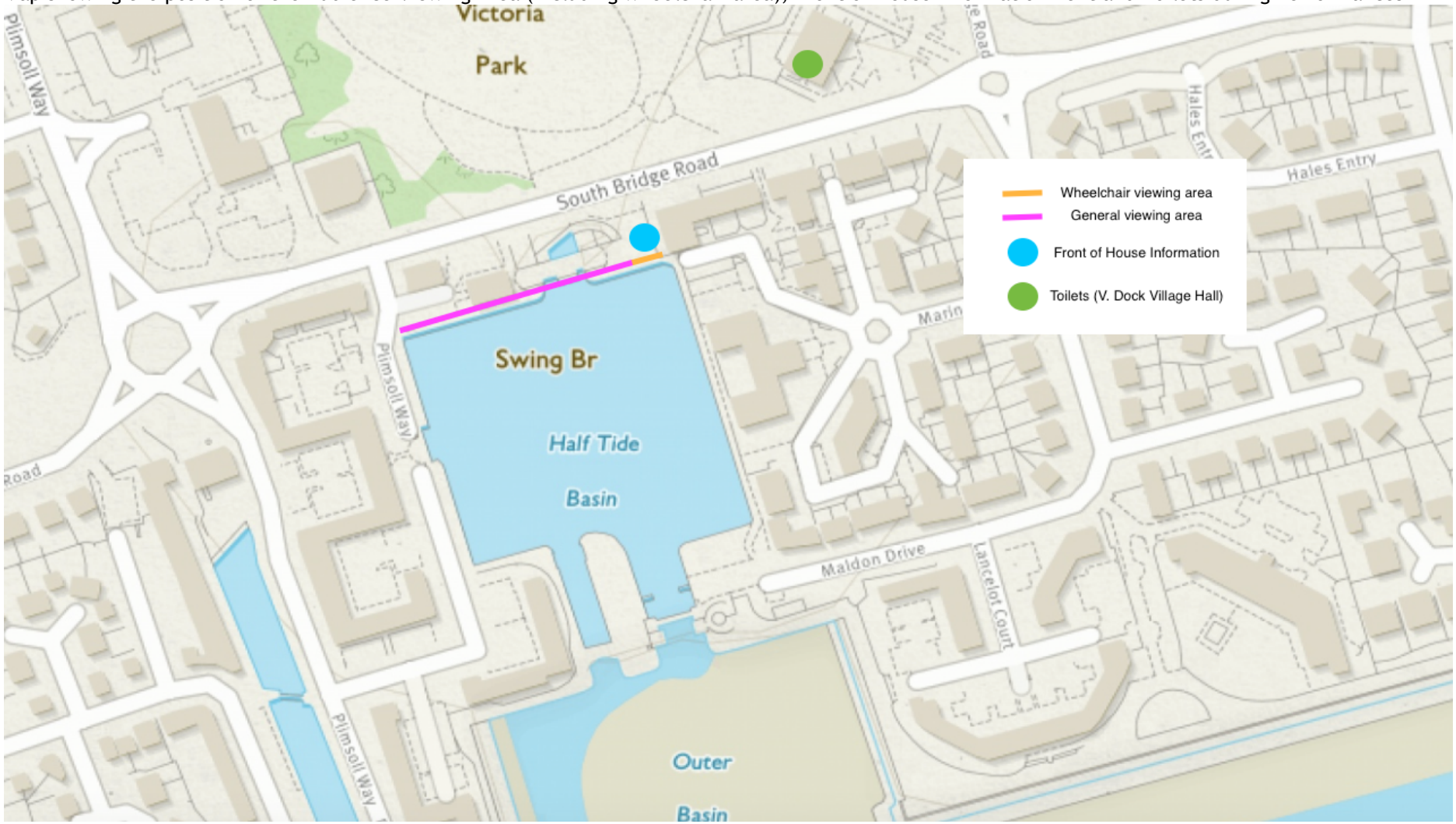
Artistic impression of the set at the start of Part II.

14.2 Site Maps

Map showing the position of the Production Green Room & Kitchen, Production Office, Evacuation Routes and Fire Evacuation Muster Point



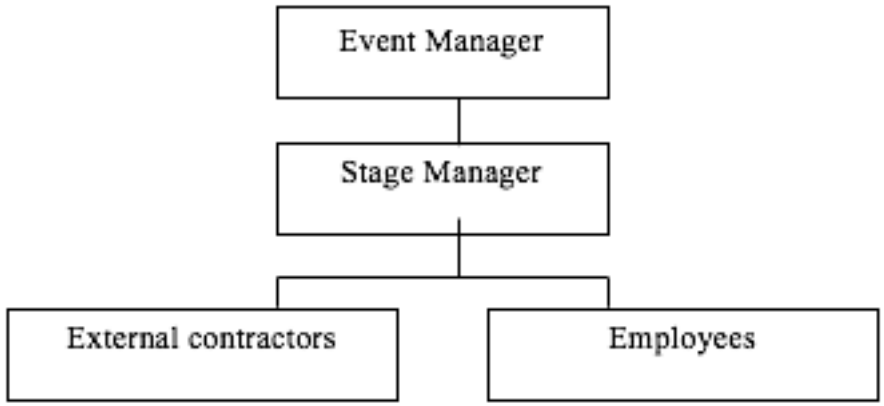
Map showing the position of the Audience Viewing Area (including wheelchair area), Front of House Information Tent and Toilets during Performances



14.3 Construction Phase Plan

Company name	**Slung Low**
Description of project	**Details**
1. Project description and programme details including any important dates.	**Flood Part II & IV, Monday 21st August to Saturday 14th October 2017** **Victoria Dock, Half Tide Basin** Get in on site — Monday 21st August Tech & Fit Up — Monday 21st August to Sunday 3rd September Tech rehearsals — Monday 4th September to Monday 25th September **Shows: Part IV only** — **Tuesday 26th September to Friday 29th September (9pm start)** Tech rehearsals — Saturday 30th September to Tuesday 3rd October **Shows: Part II & IV** — **Wednesday 4th October to Sunday 8th October (7pm start)** De-rig & get out — Monday 9th October to Saturday 14th October
2. Details of the project team, including:	
a) client	**For the Hull City of Culture 2017** Gareth Hughes Head of Production E: gareth.hughes@hull2017.co.uk T: 01482 318860
b) principal designer	**For Slung Low** Alan Lane & Joanna Resnick E: alan@slunglow.org T: 07718 644296 E: joanna@slunglow.org T: 07525 832774
c) designer(s)	**Slung Low** **External Combustion** **RT Scenic**

	Set Free Projects **Laser Hire Ltd**
d) principal contractor	**Slung Low**
e) contractor(s)	**Slung Low** **External Combustion** **Set Free Projects** **RT Scenic** **Laser Hire Ltd** **Floating Pontoon Solutions** **Lumen**
f) other consultants.	
3. Extent and location of existing records and plans which are relevant to health and safety on site, including information on existing structures when appropriate.	**Full plans available in Event Safety Plan.**
Management of the work	
1. Management structure and responsibilities.	



Health and Safety Responsibilities

The Event Manager (refer jointly to Joanna Resnick and Alan Lane for Slung Low)

The Event Manager has overall responsibility for the health, safety and welfare of employees.

General responsibilities include:

- **Project Planning**

  Project team assignment, completion of Construction Phase Health & Safety Plan, review and acceptance of risk/COSHH assessments and method statements, preparation, review and circulation of Event Manual
- **Health & Safety co-ordination, consultation, performance monitoring and reporting**

  Carrying out routine site visits, inductions, consulting with project team members at all levels to assess health and safety performance and identify actual and potential problems

The Stage Manager (refer jointly to Calum Clark and Olivia Dudley)

For assigned assignments the Stage Manager is responsible to the Event Manager for day-to-day, on-site health and safety management.

Responsibilities include:

- **Site set-up**

	Establishment of production site office, site security and welfare arrangements, provision of accident book, first aid kit, fire extinguishers, signage - **Site Health and Safety Management** Maintaining site security and safe working places with adequate access/egress, preparation and/or update of Risk/COSHH assessments to cover changing circumstances as work proceeds, monitoring staff competence and identifying training needs, effective organisation of material deliveries, movement and storage
2. Health and safety goals for the project and arrangements for monitoring and review of health and safety performance.	**Slung Low will ensure the project is carried out in accordance with the Health and Safety at Work Act 1974, The Construction (Design and Management) Regulations 2015 and all other current applicable UK Health and Safety Legislation.** **Slung Low considers Health, Safety, Welfare and Environment to be at the top of its priorities in all activities. It is therefore our policy to ensure that everyone who works on, or is involved with the Flood is able to do so in a safe and healthy environment and that any risks related to work activities are reduced as far as possible.** **Continuous monitoring of on-site health and safety compliance will be carried out by designated staff through routine inspections. Frequency of inspections will be at agreed regular intervals but may be adjusted as necessary with regard to the prevailing level of activity and risk. Significant observations will be drawn to the attention of Joanna Resnick and/or Alan Lane who will immediately instigate any necessary preventative action.**
3. Health and safety arrangements for the construction phase.	**Please see below for Health and Safety arrangements including:** Fire evacuation procedures Site Security Production and approval of risk assessments Welfare arrangements and first aid Site inductions Incident and accident reporting **Full details can be found in the project Event Manual.**

4. Site rules.	• All staff and contractors must receive induction talks prior to commencing work on site. • Staff must not operate tools or equipment unless trained and competent to do so. • All materials must be handled and stored in compliance with the COSHH assessments. All operatives working with substances hazardous to health must read COSHH assessments. • Improper language or behaviour will not be tolerated. • Smoking is not permitted on site unless in designated areas. • Those suspected of being under the influence of drugs or alcohol during working hours will be immediately removed from site
5. Arrangements for:	
a) co-operation between the project team on site and co-ordination of their work	**Prior to commencement on site, all contractors will be in receipt of any relevant health and safety information. All contractors will inform Slung Low of any work that is liable to affect any other persons working on the site. Work will only continue after liaison with all parties to ensure that all aspects of health and safety are not compromised.** **Slung Low will proactively promote efficient and regular communication between all contractors and staff. This will take the form of regular meetings, briefings and liaison between all parties.** **The immediate contact for site related issues is Joanna Resnick on 07525 832774.**
b) consultation with the workforce	**All staff will have access to the Event Safety Management Plan which will contain all of the method statements and risk assessments associated with the project. All persons attending this project will be made aware of the significant findings of any risk assessments carried out in connection with their work.** **Slung Low actively encourages all site personnel to discuss any concerns they may have on safe working practices, or matters that they feel may affect their health, safety or welfare on this project.** **The production crew will have a daily briefing each morning and a daily debrief following the day's activities.**
c) the exchange of design information between the client, designers, principal	**Effective communication is seen as the key to controlling the risks and ensuring safe, professional operation of the event.**

designers and contractors on site	**The appointed designer(s) will provide information to all other project team members who are likely to need to identify and manage the remaining risks.**
d) handling design changes during the project	**Slung Low will not commence work on any changes in design during the construction phase until they are satisfied that all the information necessary to carry out the works safely has been provided.**
e) the selection and control of contractors	**All those involved with the planning of this event are recognised as competent within their field. Their credentials and experience will be checked and scrutinised by the Event Managers as part of the event control measures. Contractors will provide Event Management with Risk Assessments and Method Statements as necessary prior to the event.** **Contractors are deemed to be competent by demonstrating their knowledge of their particular specialism; by their experience of similar events; by their practical ability in their particular field and by their record of relevant training. All contractors will be responsible for their staff and ensure their staff will be given, or shall be deemed to have received previously, relevant training by the contractor to give them the necessary competence to perform the tasks they are being asked to complete.**
f) the exchange of health and safety information between contractors	**The Event Managers will communicate all relevant health and safety information to all concerned parties on the project. Slung Low will expect all contractors to co-operate with the contents and implementation of this Construction Phase Plan.** **All contractors will be expected to advise the Event Managers of any risk to health and safety that their works may cause other contractors on this project.** **A full project Event Safety Management Plan will be on site for all concerned parties.**
g) site security	**Stage management will ensure that on daily completion of work all practicable measures are taken to prevent unauthorised or inadvertent access to the non-public areas of the site and exposure to site hazards. Particular and continuous attention will be paid to the appropriate, secure storage of hazardous substances, tools and equipment.**
h) site induction	**Slung Low will provide an induction to for all major contractors as they arrive on site. This will be an appropriately detailed look at risk management for the event as well as a final check on schedules**

	and equipment. The Event Managers will be available to give site safety inductions to any staff or contractors expecting to work on the site. **The induction should involve:** **Welcome; Event Overview; Who's Who; Schedule; The Site; Vehicle Access; Welfare; Accidents/Incidents; Personal Behaviour; Health & Safety; Communication; Fire (this is not an exhaustive list)**
i) on-site training	**On-site training and job-specific training will occur prior to each worker starting in the way of method statement/risk assessment familiarisation training, where the agreed method statement is explained to each new worker. Feedback from the worker will be encouraged to ensure full commitment to the agreed safe system of work.** **All company members operating the boats will receive water safety and boat training from experienced instructors.**
j) welfare facilities and first aid	**A ground floor flat on Victoria Dock (84 South Bridge Road) will serve as a Production Kitchen and Green Room for the company and contractors with toilet and shower facilities, refreshments and a centrally-heated living room with comfortable seating.** **Additional kitchen, toilet, rehearsal room and storage facilities are available at the Victoria Dock Village Hall which can be accessed at pre-arranged times.** **An 1950's Airstream Caravan housing the company's on-site production office will be parked near the swing bridge.** **A metal flat-pack storage container will be installed on the pontoon for storage.** **The main first aid position will be the Production Office.**

	A first aid kit will also be located in the Production Kitchen and Green Room. **Additional kits will be located in the storage container on the pontoon and in each boat bag.** **A designated, qualified first aider will be on call to deal with minor incidents. In the case of serious incident or pre-existing medical conditions the emergency services will be called.**
k) the reporting and investigation of accidents and incidents including near misses	**All injuries or damage resulting from incidents on site, however minor, will be reported to Event Management. Written records of all accidents and safety incidents involving members of the public will be logged in the incident book and/or the accident report book located in the Production Office.**
l) the production and approval of risk assessments and written systems of work	**All contractors will risk assess their own areas and a copy of these assessments will be available on site. Risk assessments must be submitted in advance to the Event Managers for approval, with sufficient time for review and comment. Conditions on site will be monitored and reviewed at all times throughout the event for compliance and adherence to the attached risk assessment and to the risk assessments provided by contractors.**
m) fire and emergency procedures.	**Fire prevention methods:** Regular inspection / maintenance of power tools, extension cables etc. Good housekeeping i.e. removal of waste, obstructions to egress routes etc. Appropriate fire extinguishers available on site – to be determinded following completion of fire risk assessment No hot works to be carried out without a permit. If you do discover a fire, raise the alarm immediately. Do not attempt to fight the fire unless it is safe to do so with an appropriate type of extinguisher. On hearing the alarm stop work immediately and proceed to the muster point (Victoria Dock Park), do not stop to collect personal belongings. Report your presence to Stage Management. The Event Managers (or other appointed person in their absence) will be responsible for evacuating the site and calling the emergency services if necessary.

Arrangements for controlling significant site risks	
1. Safety risks, including:	
a) delivery and removal of materials (including waste) and work equipment taking account of any risks to the public (for example during access to or egress from the site)	**Materials will be delivered wherever possible to location to be used immediately. Where unable to use immediately, materials will be placed/stored in locations so as not to interfere with works operations.** **Deliveries, loading/unloading activities will be closely monitored as to minimise any disruption to traffic and pedestrians in the area. Vans and trucks will be loaded/unloaded at a specified times. Loading/unloading will be supervised and where necessary a member of staff will direct the public to momentarily avoid loading/unloading areas. A waste management plan will be in place for the removal of waste.**
b) dealing with services — water, electricity and gas, including overhead powerlines and temporary electrical installations	**NPS have confirmed the installation of a 100amp three-phase breaker with 1x 125amp TP+N+E Cee Form Socket within the existing power supply cabinet at Victoria Dock. This will be the main power supply for the production.**
c) accommodating adjacent land use	**Adjacent land use: Residential housing** **Residents have been notified about Flood activities. Letters were distributed to residents of the half tide basin in January 2017. Notices have been circulated quarterly in the Citadel newsletter, to the ward councillors and the Village Hall mailing lists and displayed around the basin site. We invited residents to sign up to special mailing who receive more regular updates of our on-site activity. Residents were also briefed about activity at recent Victoria Dock Village Hall Residents Meetings on 14th September, 12th December 2016 and 13th March 2017.**
d) stability of structures whilst carrying out construction work, including temporary structures and existing unstable	**All practicable steps will be taken to ensure that any new or existing structure shall not become unstable due to carrying out construction work. All temporary supports and structures shall be**

structures	**designed and installed so that they can withstand foreseeable loads.** **Hull City Council have confirmed the swing bridge was re-decked a few years ago to normal pedestrian loading standards which is 5kN/m^2.**
e) preventing falls	**All staff and contractors will be vigilant for trip hazards and will fix them so far as is reasonably practicable or make the other site users aware. Safety lighting will be used to highlight potential hazards.** **All work at height will be kept to a minimum and monitored by Event Management, with dynamic risk assessment carried out prior to work taking place. Anyone working from a ladder should only do so for as short a period as possible and be aware of the dangers. All ladder work should involve an additional person to foot the ladder and, where practicable, tying-off the head of the ladder. Moving ladders around the site should be undertaken with great care and be a job for at least 2 persons if the ladder is 10 rungs or more.** **Contractors with more complex rigging or working at height issues should provide the Event Manager with a separate and specific risk assessment and plan.**
f) work with or near fragile materials	**Not applicable**
g) work involving the assembly or dismantling of heavy, prefabricated components	**Risk assessments will identify the hazards of manual handling activities and ways to eliminate or reduce the risks of certain tasks.** **The assembly / disassembly of the set will be carried out in accordance with the Method Statement.**
h) work near high-voltage cables	**Power distribution to only be carried out by experienced and trained staff. Method statement and risk assessment to be provided by staff ahead of work.**
i) work on excavations and work where there are poor ground conditions	**Not applicable**
j) work on wells, underground earthworks and tunnels	**Not applicable**

k) work exposing workers to the risk of drowning	**Staff working on the water will wear properly fitting buoyancy aids, suitable footwear and outdoor waterproof clothing during production fit-up and de-rig. Staff are required to work in groups/pairs and at least one person must supervise from land. A safety boat will be on standby.**
l) work carried out by divers having a system of air supply	**Not applicable**
m) work in a caisson with a compressed air system	**Not applicable**
n) work involving explosives	**Content of performances still being developed but likely to include theatrical smoke effects and/or theatrical pyrotechnics. Separate risk assessments to be carried out as necessary based on safety data supplied by manufacturers.**
o) traffic routes and segregation of vehicles and pedestrians	**Not applicable**
p) storage of materials (particularly hazardous materials) and work equipment	**To review once operational RAMS have been submitted**
q) work which puts workers at risk from chemical and biological substances	**Content of performances still being developed but likely to include theatrical smoke effects and/or theatrical pyrotechnics. Separate risk assessments to be carried out as necessary based on safety data supplied by manufacturers.**
r) work with ionising radiation requiring the designation of controlled or supplied areas.	**Not applicable**
2. Health risks, including:	
a) the removal of asbestos	**Not applicable**

b) dealing with contaminated land	**Not applicable**
c) manual handling	**All staff and contractors working on this project should be aware of the high risk of accidents in work where manual handling is used. Risk assessments will identify the hazards of manual handling activities and ways to eliminate or reduce the risks of certain tasks. So far as is reasonably practicable, large loads will be broken into component parts, mechanical aids will be provided, and equipment should be delivered in boxes/cases that are on wheels. All staff and contractors should be encouraged to use mechanical aids (sack-barrows/trolleys/etc) when moving equipment around the site.**
d) use of hazardous substances, particularly where there is a need for health monitoring	**Hazardous substances used on site will only be used in conjunction with a suitable and sufficient COSHH assessment and appropriate data sheets. Contractors will be required to submit COSHH assessments where applicable. Where possible, the use of hazardous substances should be avoided. Where this is not possible, an alternative (less hazardous) substance should be considered.**
e) reducing noise and/or vibration	**All reasonably practicable measures will be taken to minimise noise and vibration such as scheduling construction work to periods of minimum impact and provision of tools, equipment and PPE which minimise the risk to operatives involved.** **Slung Low's headphone system will be used for rehearsals and performances; no outdoor PA system producing external sound.**
f) exposure to UV radiation (from the sun)	**Sunscreen will be made available to all employees and contractors.** **Indoor Green room facilities provide shade from direct sunlight.**
g) other significant health risks	**None identified.**
The Health and Safety File	
Layout and format	**Not applicable** – Health and Safety File not required due to the temporary nature of the structures on site. At the end of the project the site will be restored to the same condition as the start of the project.

	Throughout the project the Event Manual is an operational guide and should be regarded as the event method statement. The manual also contains the overall risk assessment and health and safety information for the event.
Arrangements for the collection and gathering of information	**Not applicable**
Storage of information	**Not applicable**
Significant design and construction hazards	
Significant design assumptions and suggested work methods, sequences or other control measures	
Arrangements for co-ordination of ongoing design work and handling design changes	
Information on significant risks identified during design	
Materials requiring particular precautions	
Comments	

Name Joanna Resnick	**Position** Producer, Slung Low	**Signature**	**Date** 27/07/17

14.4 **Vehicle Management Plan**

Vehicle Management

Slung Low's Airstream Caravan to be positioned centrally on the swing bridge at the inland South Bridge Road end of the basin throughout the production period. The Airstream will be fitted with a door lock, tow bar lock and wheel clamp.

Slung Low's two transit vans (YF61 BNZ and EU07 KUO) to be parked against the Airstream on the bridge (ensuring a clear route for general public to cross the bridge). A residential parking space is also allocated to **84 South Bridge Road, Victoria Dock, Hull, HU9 1TL, l**ocated at the rear of the property.

Slung Low company members will be encouraged to leave their own cars at their accommodation and walk, take public transport or, for those travelling further, carpool together to reduce traffic to the area.

Deliveries, loading/unloading activities will be closely monitored as to minimise any disruption to traffic and pedestrians in the area. Vans and trucks will be loaded/unloaded at specified times. Contractors requiring vehicular access will be instructed in advance of when they can access the site and where to park their vehicles and will await permission to access the site, which will be granted by the Event Managers. When onsite, vehicle movement will be restricted to walking pace and hazard lights must be used. Contractors will be advised where to off-load (and load) equipment and as soon as they are empty all vehicles must be removed from site to prearranged parking as necessary.

In advance of the performances, audiences will be encouraged to walk or take public transport to the show. Those bringing cars will be instructed to park at **The Deep, Tower Street, Hull, HU1 4DP** and marking and signage will be clear that no parking will be available at Victoria Dock (unless pre-arranged Blue Badge Holder Spaces).

14.5 Proposed remote-controlled helicopter flight plan

Prepared by Wayne Hedges for April 2017 – updated version to be included in subsequent event plans.

Flight Plan

Location: Victoria Dock Basin, Victoria Dock, Hull.

Event: Theatre Production "Flood", by Slung Low for the Hull City of Culture 2017.

Date: 11th, 12th, 13th, 14th & 15th April 2017

Background

The helicopter flight will take place towards the end of the out-door theatre production, carried out by Slung Low on behalf of the Hull City of Culture 2017. It is intended to replicate a full size helicopter carrying out a rescue mission over water in darkness. The helicopter is equipped with a high power spot light and standard r/c heli night flying equipment (LED illuminated main blades and LED light strip on canopy and boom). These are independently powered lights so as to not effect the performance of the flight or receiver batteries. The r/c helicopter is a Align TRex700e aircraft, with low hours, but proven flight performance. The take-off weight of the aircraft is 6kg.

Test flights have been performed to prove the safe operation of the aircraft, the lighting and the environmental conditions in accordance with CAA regulations and BMFA safety guidance. All flights on Victoria Dock have strictly followed the flight plan (appendix A). The pilot in command is not receiving any form of payment for the flight. The pilot's time and equipment has been volunteered free of charge. The land owner (Hull City Council) have given full permission for the theatre production and the flying of the r/c helicopter for this purpose. Public liability insurance for the event including the r/c flying element is provided by a policy in place with Slung Low Productions.

The pilot (Wayne Hedges) has over 15 years of r/c helicopter flying experience and has passed a BMFA A assessment (helicopter). This flying experience includes competition flying and flying within restricted/crowed airspace.

10/03/2017	Test flights (x2) to prove safe operation of the lighting systems and payload of the aircraft, in daylight and darkness conditions Carried out at Bransholme Dairy Farm, Hull.
12/03/2017	First test flight (x4) on Victoria Dock in daylight conditions to prove safe flight path.
16/03/2017	First flight (x4) in darkness on Victoria Dock to ensure safe flight conditions.
24/03/2017	Flight (x2) carried out at Victoria Dock with water fountain in operation to confirm safe flight path.
06/04/2017	Flight carried out at Victoria Dock to check timings. This included a 5 minute script run-through before the flight. This was performed twice.
08/04/2017	Full production dress rehearsal.

Flight

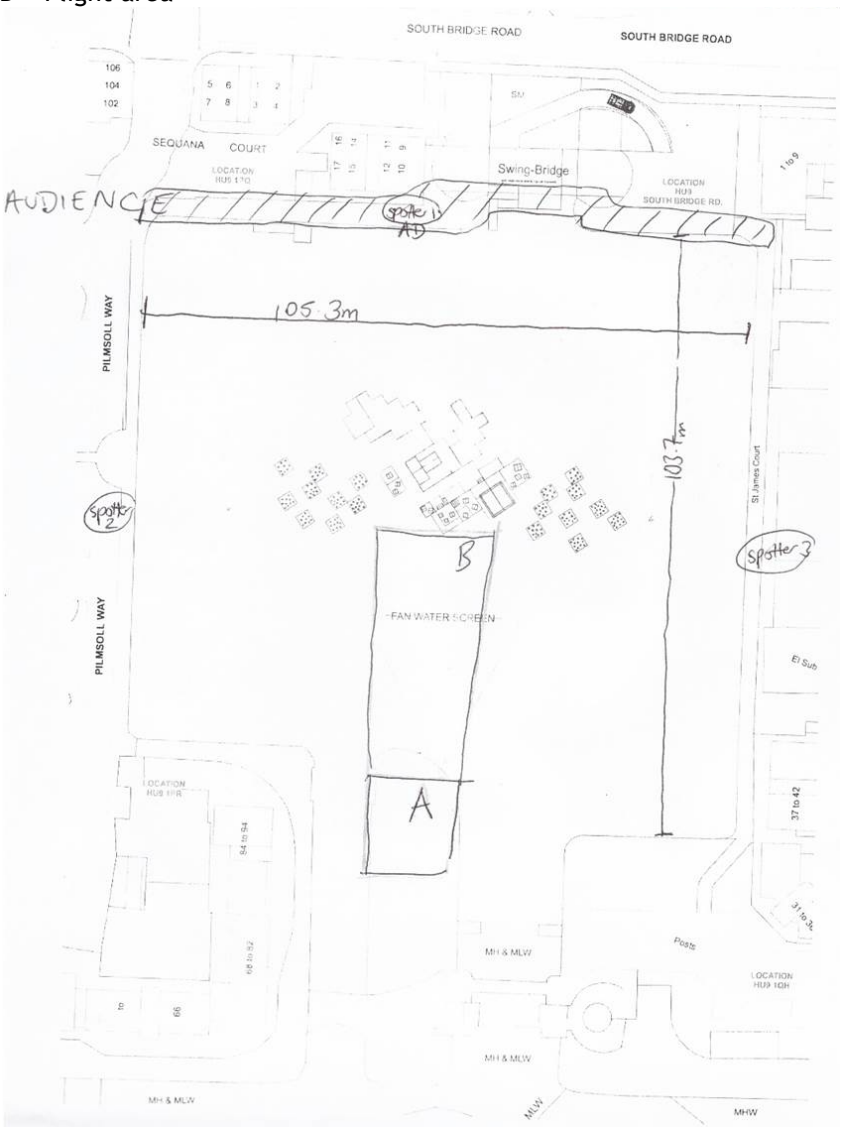
The landing and take-off area will be kept secure before, during and after the helicopter flight. Only the pilot in command and the pilot's assistant will be permitted within this area.

The pilot in command and the pilot's assistant both have radio communications to the Artistic Director. The Artistic Director will give a 5 minute standby notice to the pilot. This will then be followed with an instruction for the helicopter to take-off. The helicopter will take-off from the area marked A on the flight plan with the spot light on. The helicopter will climb to approximately 20m and perform a slow 45 degree decent to point B on the flight plan. The helicopter will then hover (approx 15s) until the Artistic Director gives the instruction to return. At this point, the spot will be turned off and the helicopter will be flown back to the landing area. Upon landing, there will be a pyrotechnic explosion to simulate a crash.

From take-off to landing, the flight time is approx 40s.

During the take-off, flight and landing, if any form of control loss is suffered with the helicopter, the emergency procedure will be to crash land into the dock water. This will afford a safe "bail out" area. The helicopter is equipped with a fail safe receiver, where any significant loss of radio signal will result in the motor power being stopped and flight controls being placed in neutral positions. This will cause the helicopter to fall in a predictable manner.

A = Take off/Landing area
B = Flight area



14.6 Remote Controlled Helicopter RAMS

MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS
RISK ASSESSMENT RECORD

Activity/Area:									
Groups of People at Risk: (Please tick ✓)		Employees	✓	Visitors		Contractors		MOP	✓	Other	
Ref. No.	H1	Version No.	1	Assessor(s)	Wayne Hedges – RC helicopter pilot Alan Lane – Artistic Director Joanna Resnick - Producer						
Assessment date	08/04/2017			Review Frequency							
Consultation with Staff Association / Trade Union Safety Representatives:											
Name(s) of Safety Representatives					Staff Association \ Trade Union					Date	

Date agreed by Commander / Department Head		Name of Commander / Department Head	
Date agreed by Health and Safety Department		Name of Health and Safety Advisor(s)	

Work Task or Activity	Hazards	Existing Control Measures in Place	Risk Rating (RR)	Are further Control Measures Required?	By When and Person Responsible	Residual Risk after applying further controls
Take-off and Landing the helicopter	Model control loss which could result in injury to persons or property.	Strict adherence to planned flight path. Take-off/landing zone meets 30m separation distance to persons (persons outside the control of the site director) or property. Abort procedure – motor control to idle, controlled landing on landing zone if safe. Land in dock water if not safe or able to land on the landing zone.	L	No		
	Persons entering take-off and landing area could result in injury to persons.	Strict control over persons entering the take-off/landing area. Pilot's assistant to provide secondary control over the area warning the pilot of any persons in the take-off/landing zone.	L	No		

MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS
RISK ASSESSMENT RECORD

Work Task or Activity	Hazards	Existing Control Measures in Place	Risk Rating (RR)	Are further Control Measures Required?	By When and Person Responsible	Residual Risk after applying further controls
Helicopter flight	Model control loss which could result in injury to persons or property.	Strict adherence to planned flight path (see appendix A). Abort procedure – motor control to idle, controlled landing into the dock water. Carry out pre-flight checks as laid out by BMFA. Correct receiver/transmitter/flight battery management in place and check condition before every flight. Flight timer in operation. Receiver fail safe mode in operation.	L	No		
Helicopter flight	Weather conditions (wind) cause loss of control of the model which could result in injury to persons or property.	Weather forecast to be checked on the morning of the planned flight to ensure it is within safe parameters (>15mph). Direction of wind to be checked to ensure no local turbulence on site before flight.	L	Dynamic risk assessment to be preformed before each flight. Wind strength to be measured.	Pilot in command	L
	Weather conditions (rain) cause loss of control of the model which could result in injury to persons or property.	Weather forecast to be checked on the morning of the planned flight. If rain is present prior to the flight, a dynamic risk assessment must be taken to determine if flight can be carried out safely.	L	Dynamic risk assessment to be performed if rain is present before the flight.	Pilot in command	L
	Incorrectly negotiating the water fountain, causing loss of control of the model which could result in injury to persons or property.	Strict adherence to planned flight path (see appendix A). Hover height limited by fountain height.	L	Dynamic risk assessment to be preformed if wind strength or direction adversely affects pattern of water fountain.	Pilot in command	L

MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS
RISK ASSESSMENT RECORD

Work Task or Activity	Hazards	Existing Control Measures in Place	Risk Rating (RR)	Are further Control Measures Required?	By When and Person Responsible	Residual Risk after applying further controls
	Production crew in close proximity to helicopter.	All production crew fully briefed on the hazard the flying helicopter poses. All crew under the direct control of the Artistic Director via radio intercom. Crew movement choreographed to ensure they are safe distance from helicopter in flight.	M	Spotter required to inform pilot if crew not in safe positions.	Artistic Director	L

*** THIS RISK ASSESSMENT MUST BE SHARED WITH ALL INVOLVED IN THE ACTIVITY***

CRITERIA FOR ESTIMATING RISKS - RISK ASSESSMENT MATRIX

	SEVERITY OF INJURY OR ILL HEALTH

MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS
RISK ASSESSMENT RECORD

LIKELYHOOD (L)	Likely (H)	MODERATE RISK (M)	SUBSTANTIAL RISK (H)	INTOLERABLE RISK (H)
	Unlikely (M)	TOLERABLE RISK (L)	MODERATE RISK (M)	SUBSTANTIAL RISK (H)
	Highly Unlikely (L)	TRIVIAL RISK (L)	TOLERABLE RISK (L)	MODERATE RISK (M)
		Slightly harmful (L)	Harmful (M)	Extremely harmful (H)
		RISK RATING (RR) = LIKELIHOOD OF AN INJURY OCCURING X SEVERITY OF THE INJURY OR ILL-HEALTH		

SEVERITY OF HARM OCCURING CRITERIA

EXTREMELY HARMFUL (HIGH)	Death, major injury or serious illness is likely to occur.
HARMFUL (MEDIUM)	Serious injuries or ill health are likely to occur (e.g. people may be off work for more than 7 days).

MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS
RISK ASSESSMENT RECORD

SLIGHTLY HARMFUL (LOW)	Where other less serious injuries could arise (e.g. where injuries could occur which do not necessitate time off work or very little time of work).

LIKELYHOOD OF HARM OCCURING CRITERIA

LIKELY (HIGH)	Where it is more than likely or near certain that harm will occur.
UNLIKELY (MEDIUM)	Where harm is possible / likely to occur.
HIGHLY UNLIKELY (LOW)	Where harm is unlikely / highly unlikely or will seldom occur.

RISK LEVEL	ACTION AND TIMESCALES
TRIVIAL (L)	No action is required and no documentary records need to be kept.
TOLERABLE (L)	No additional controls are required. Consideration may be given to a more cost effective solution or improvement that imposes no additional cost burden. Monitoring is required to ensure that the controls already in place are maintained.
MODERATE (M)	Efforts should be made to reduce the risk(s), but the cost of prevention should be carefully measured and limited. Risk reduction measures should be implemented within a defined time period. Where the moderate risk is associated with extremely harmful consequences, further assessment may be necessary to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures
SUBSTANTIAL (H)	Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress, urgent action should be taken.
INTOLERABLE (H)	Work should not be started or continued until the risk has been reduced. If it is not possible to reduce risk even with unlimited resources. Work has to remain prohibited.

Review Date	Are there any Actions outstanding **YES/NO**	Have any new Hazards* been identified **YES/NO**	Next Review Date	Person Reviewing Assessment

MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS
RISK ASSESSMENT RECORD

Date	Record of Action Taken	Responsible Person

* If new hazards are identified or introduced, a new risk assessment record should be completed *

14.7 Set Construction Method Statements

14.7.1 Work platforms assembly and installation in water

- Steel toecap boots, Rigging gloves to be worn.
- Personal Flotation Device (PFD) to be worn when through the gate under the bridge, next to water.

Box Steel frames to be unloaded from truck. Each unit will be a 4 person lift.
Can be placed on its side on a dolly to move once on solid ground.
Carried or wheeled down concrete ramp to area under bridge.
Lifted off dolly, if used.
2 people to foot, 2 people to walk the steel frame down onto its BACK

Blue floatation barrels put in place.
Where there are bolt in steel strap saddles, put in place and tighten bolts with socket spanner.
Steel 'builders strap' screwed down to steel frame, either side of barrels, with self-taping screws. 2 straps per barrel.

Frame with barrels attached to be stood up on edge. Carried by 4 people to the edge of the pontoon. Frame pivoted out over and into water.

Frame moored to pontoon with 2 lines.

Inspect barrels and observe for any bubbles indicating air leaks.
If there are any air leaks, pull frame back out of water and replace defective barrel.

Repeat above for adjoining section/s.

With 2 people on a section in the water with bottom clips, they lift the joining edge of the other frame so the bottom bar sits into the clip.
M10 Bolts to put through and nuts tightened.

Hand rail posts slotted into position and retaining bolts tightened.

GRP Flooring mesh to lifted and slid onto frames.
Screwed down in place with self-taping screws with penny washers between.

Hand rail horizontals fixed in place.

14.7.2 Installation of Loading Jib

- Steel toecap boots, Rigging gloves to be worn.
- PFD to be worn when through the gate under the bridge, next to water.
- Hard hats to be worn

Kee Klamp foot base to be screwed down to timber top of pontoon with 50mm no10 screws

2m Vertical steel scaff bar with 2 x C50 single swivel socket, combination fitting attached to be fitted into foot base, hex grub screw tightened with hex key.

2 diagonal braces, steel scaff with 1 x C58 swivel flange on end fitted to swivel socket on vertical hex grub screw tightened with hex key.
Braces positioned to make vertical plumb.
Flanges fixed to pontoon, 2 x M8 bolts through timber and metal or 50mm M8 coach screws where only timber.

Lifting and Crane Scaffold Hoist Swing Arm fitted to vertical – scaff clamp fittings, tightend with scaff spanner or AJ.

Jib tested with load weight – 250kg

14.7.3 Floating set platforms assembly and installation in water

- Steel toecap boots, Rigging gloves to be worn.
- PFD to be worn when through the gate under the bridge, next to water.

Box Steel frames to be unloaded from truck. Each unit will be a 4 person lift.
Can be placed on its side on a dolly to move once on solid ground.
Carried or wheeled down concrete ramp to area under bridge.
Lifted off dolly, if used.
2 people to foot, 2 people to walk the steel frame down onto its BACK

Blue floatation barrels put in place.
Steel 'builders strap' screwed down to steel frame, either side of barrels, with self-taping screws. 2 straps per barrel.

Frame with barrels attached to be stood up on edge. Carried by 4 people to the edge of the pontoon. Frame pivoted out over and into water.

Frame moored to pontoon with 2 lines.

Inspect barrels and observe for any bubbles indicating air leaks.
If there are any air leaks, pull frame back out of water and replace defective barrel.

Repeat above for adjoining section/s.

With 2 people on a section in the water with bottom clips, they lift the joining edge of the other frame so the bottom bar sits into the clip.
M10 Bolts to put through and nuts tightened.

Plywood flooring panels to lifted and slid onto frames.
Screwed down in place with self-taping screws.

Hand rails slotted into position or bolted on through side.

14.7.4 Floating set, 'House' platform assembly and installation in water

- Steel toecap boots, Rigging gloves to be worn.
- PFD to be worn when through the gate under the bridge, next to water.

Box Steel frames to be unloaded from truck. Each unit will be a 4 person lift, unit aprox 150kg.
Can be placed on its side on a dolly to move once on solid ground.
Carried or wheeled down concrete ramp to area under bridge.
Lifted off dolly, if used.
2 people to foot, 2 people to walk the steel frame down onto its BACK

Blue sinkable floatation barrels put in place, holes to the bottom, so facing up insitu.
Steel 'builders strap' screwed down to steel frame, either side of barrels, with self-taping screws. 2 straps per barrel.

Frame with barrels attached, now 250kg, to be turned over by 4 people

Pipework and valves to be attached using juberlee clips and tidied into frame with cable ties.

Frame with barrels attached to be carried by 4 people to the edge of the pontoon and slip into the water. Keeping end of inflation tube on the pontoon, connected to compressed air tank.

Air released into barrels to purge water and test full floatation.
Check for leaks from barrels and pipework. Fix as nessisary.

Frame moored to pontoon with 2 lines.

Repeat above for other section with barrels.
For section without barrels, air bags to be attached at either end and inflated.

With 2 people on a section in the water with bottom clips, they lift the joining edge of the other frame so the bottom bar sits into the clip.
M10 Bolts to put through and nuts tightened.

Plywood flooring panels to lifted and slid onto frames.
Screwed down in place with self-taping screws.

14.7.5 Floating set, 'Detention Centre' platform assembly and installation in water

- Steel toecap boots, Rigging gloves to be worn.
- PFD to be worn when through the gate under the bridge, next to water.

Box Steel frames to be unloaded from truck. Each unit will be a 4 person lift, unit aprox 150kg.
Can be placed on its side on a dolly to move once on solid ground.
Carried or wheeled down concrete ramp to area under bridge.
Lifted off dolly, if used.
2 people to foot, 2 people to walk the steel frame down onto its BACK

Steel floatation barrels put in place, holes to the bottom, so facing up insitu.
Steel 'builders strap' screwed down to steel frame, either side of barrels, with self-taping screws. 2 straps per barrel.

Frame with barrels attached, now 330kg, to be turned over by 6 people

Frame with barrels attached to be stood up on edge. Now 330kg, carried by 6 people to the edge of the pontoon. Frame pivoted out over and into water.

Air released into barrels to purge water and test full floatation.
Check for leaks from barrels and pipework. Fix as nessisary.

Frame moored to pontoon with 2 lines.

Repeat above for adjoining section/s.

With 2 people on a section in the water with bottom clips, they lift the joining edge of the other frame so the bottom bar sits into the clip.
M10 Bolts to put through and nuts tightened.

Plywood flooring panels to lifted and slid onto frames.
Screwed down in place with self-taping screws.

Hand rails slotted into position or bolted on through side.

14.7.6 Installation of mooring weights

- Steel toecap boots, Rigging gloves, Hard Hats to be worn.
- PFD to be worn
- Waterproof radio provided - comms to safety boat and or shore, incl. telehandler operator

Work platform, with 16Kn buoyancy to be used to receive mooring weights lowered from basin edge by telehandler – see separate M.S. for telehandler operations.
1m tall steel scaffolding A-frame gantry set-up over trap with scaff planks to spread weight load on feet.
500kg rated, 3m chain hoist on gantry.
Bucket to take excess chain.
4 x scaff planks on deck of work platform to spread load of mooring weights. 2 either side of trap.
The mooring weights are railway wheels with 1m of chain attached, weighting 250kg each, aprox. 850mm diam. Additional chain to be added to increase length.
2 x 5m anchor chains attached to work platform on board.

Work platform moored to basin wall on north face of the north-east corner of the basin.
2 operators on board.
Telehandler to lower railway wheels, 1 at a time, onto deck of work platform.
Work platform maneuvered to site of mooring by along side tow from rib.
When in position, anchor chains lowered over the side.
Attach railway wheel mooring chain to chain hoist.
Lift to get over trap and lower.
Once chain hoist hook is at water level, shackle off mooring chain over gantry to take weight.
Slacken chain hoist and undo hook.
Raise chain hoist hook back to block and attach to mooring chain again.
Take weight of railway wheel mooring with chain hoist.
Undo the mooring chain from around the gantry and lower using chain hoist.
Repeat process until railway wheel is on the basin floor.
Attach buoy with rope to chain and put in water.
Pull in anchor chains and move work platform to second mooring site.
Repeat the above.
Maneuvered work platform back to the basin wall by along side tow from RIB.
Moor up.

14.8 Rope Access Method Statement

Rope Access on Victoria Dock Half Tide Basin
In order to secure various fixings to the basin walls on the water line Slung Low will access the site via rope. The fixings secured to the wall will be used to control various elements of the set as in line with the designs and event plan.

All Slung Low personnel engaged in the Rope Access portion of the works will hold a valid IRATA International (Industrial Rope Access Trade Association International) Certificate.
A competent grounds man will monitor the exclusion zone above the work space during all over the side works. A qualified safety boat operator will operate a safety boat in the canal basin at all times the technician is on rope.

Guidance and regulations.

IRATA (Industrial Rope Access Trade Association) International Code of Practice 2010
BS 7985 'Code of Practice for the use of Rope Access Methods for Industrial Purposes'
HSA Safety, Health and Welfare at Work (General Application) Regulation 2007.

All Rope Access Technicians hold a minimum of an IRATA International Level 1 qualification.

IRATA International Code of Practice Scope

The work carried out by Slung Low will be based on the following scope.
"This code of practice gives recommendations and guidance on the use of IRATA International rope access methods, including training, to provide a safe system of work. It is intended for use by IRATA International members, IRATA International rope access technicians, national or regional enforcement agencies, safety officers, and those commissioning rope access work, e.g. building contractors, multi-national oil and gas companies, and the renewable energy sector. This code of practice is applicable to the use of IRATA International rope access methods for industrial purposes, i.e. access to buildings, other structures (on or offshore) or natural features, such as cliff faces, where ropes are used as the primary means of access, egress or support and as the primary means of protection against a fall."

Overview

Industrial Rope Access Techniques will be employed during this process. This will be the technician's primary means of access during this outlined activity.
The weather conditions will be monitored on an ongoing basis throughout the works; this will include the measuring of the wind speeds.
All accident/incidents will be reported immediately to Slung Low management and further on as necessary.

The areas below and above where the Rope Access Technicians are working will be required to be free of pedestrians. Other conflicting activities will also need to be monitored.
All access equipment will be set up using suitable anchor points.

The area below the technician will be monitored and managed by a qualified Safety boat operator in an appropriately equipped safety boat.

Process

The works are to be completed using Rope Access Techniques and will be undertaken in the following sequence.

1. Site Specific induction completed by all technicians involved in the planned scope of works.

2. Visual inspection of work site in form of a 'walk round' by rope technician, safety boat operator and grounds man. Locating of relevant emergency equipment.

3. Identify the work space. Erect barriers where required to indicate work and prohibition.

4. Weather conditions will be assessed. This will include the measuring of wind speeds using the Slung Low anemometer. This will give both a maximum reading and an average wind speed. This will be ongoing throughout the program of works.

5. Rig Rope Access equipment to designated suitable rigging points.The ropes will run from the pavement to the water level. The ropes will be heavily protected at each abrasion point.

6. Buddy Check by all personnel on personal equipment.

7. Two points of contact to be maintained at all times. All movement between the fall arrest line and the roof edge will be carried out while attached to the fall arrest system.

8. All rope access systems will be rigged to rescue: the technician can be lowered from a second descender rigged at pavement level.

9. Access site carry out work

10. The Technician will descend the ropes using one line as their ‘working’ line and the second as their safety line. They will attach to their working line using a certified descender, and will employ a certified back up device on their second rope.

11. De-rig access equipment from site.

Rope Access equipment

P90 Harness Quick Release
PERFORMANCE Static 10.5mm Low Stretch Rope
PETZL B17ARA ASCENSION - Right Handed (KROL)
PETZL I'D S Descender times 2
PETZLFootape
PETZL Cow's Tail
Black Twist Lock Steel Karabiner times 2
Karabiner Screw Lock times 8
Petzl ASAP Lock Mobile Fall-Arrest Device (20cm Sorber)

Equipment (other than rope access equipment)

Bosch GBH 36 VF-Li 36V H/Duty SDS: cordless drill.
M10 Rawl bolts with eye bolts.
75MM long hex head bolts.

PPE
Rope Access helmet
Personal Flotation Device.
Musto Dry Suit
Gloves

14.8 Lighting Risk Assessment

Risk Assessment

Prepared by: Alex Johnston
Draft dated: 6th March 2017

Organisation: SLUNG LOW LTD
Name of event: FLOOD
Date of Event: 06/03/2017 - 31/10/2017
Rehearsals and Prep: 06/03/2017 - 31/10/2017
Venue: Victoria Half Tide Basin, Hull, HU9 1TL
Area applicable: Basin and surrounding areas, Bridge, Pontoon dock & Floating Stages
Time: 24hrs, daily during production periods

Likelihood (Probability Rating)	Severity
1. Unlikely	1. Trivial (on site First Aid)
2. Possible	2. Minor (on site First Aid)
3. Happens Occasionally	3. Significant injury (Hospitalisation)
4. Happens Periodically	4. Serious injury (Hospitalisation)
5. Happens Frequently	5. Fatality

REF NO	SUBJECT AREA	PEOPLE AT RISK	HAZARD (What might happen)	RATING Likelihood x Severity Rating = Primary Risk based on no controls			CONTROL MEASURES	RATING Likelihood x Severity Rating = Residual Risk			FURTHER PRECAUTIONS
				L	S	R		L	S	R	
1	Manual Handling	Staff	Risk of Injury	4	3	12	All objects will be assessed before lifting/ moving and suitable number of crew used Crew will not be asked to work beyond their capabilities Route will be checked before moving	2	2	4	
2	Working with Electricity	Staff	Risk of Electrocution Risk of electrical fire	4	5	20	All mains equipment used will have a valid PAT certificate. All equipment will be rigged by competent crew All equipment will have a visual inspection before use. All major electrical installations to have CO2 extinguishers located nearby for easy access.	1	5	5	

3	Outdoor electrics	Staff and Public	Risk of Electrocution Risk of electrical fire	4	5	20	All mains outdoor electrical equipment will be IP rated and inspected before installation, and at the beginning of each production period. All three phase distribution will be under cover or in a container; where possible single these distribution will also be under cover. All mains electrics will be protected by RCBO located in the storage container, in the first stage of our power distribution. All electrics will be further protected by RCBOs in our secondary distribution box.	2	5	10	
4	Electrics in close proximity to water	Staff and Public	Risk of Electrocution Risk of electrical fire	4	5	20	All mains electrical equipment near water will be IP rated and inspected before installation. All equipment near water will be secured to prevent it going in the water. All electrics on the floating stage will be run at 12v to minimise risks.	2	5	10	
5	Followspots & Beamlights	Staff and Public	Risk of Electrocution Risk of electrical fire Risk of burns	4	5	20	Followspots & beam lights will be manned at all times when operational. These units are not IP rated; they will be situated under gazebos when rain is forecast or looking likely. These will be struck to the container at night to prevent electrics getting wet and/ or damaged.	2	5	10	
6	Working at height	Staff	Risk of injury due to falling Risk of injury due to equipment being dropped	3	5	15	Crew working at height will have experience of working on ladders. Crew will use equipment as per manufacturers instructions. Crew will be aware of people working near/below the work at height. Hardhats will be worn by persons working below ladders. All other persons to be under cover or out of the space until works have completed.	1	5	5	
7	Lone Working	Staff	Injury to Staff	2	5	10	Staff will be briefed on prohibition of lone working. Work will take place during the normal building working hours and so staff will be onsite.	1	5	5	
8	Unsupervised Public	Staff and Public	Risk of injury, electrocution, slips, trips or falls.	3	5	15	The site is open to the public outside of show times. Areas where dangerous work is being carried out will be cordoned off for the duration. All staff will be issued with uniform high visibility jackets; anyone not wearing this inside the cordon will be ejected.	2	5	10	

9	Strobe Lighting	Staff and Public	Risk of causing epileptic fit; other injuries as a result.	4	4	16	We do not anticipate using any strobe lighting during the performance.	1	1	1	
10	Performance lighting - stage	Staff	Risk of slips, trips and falls due to low light Impeded egress due to low light. Falls into water due to low light.	3	5	15	All performance lighting will be run locally of 12V batteries, and controlled by cast. Each area has its own battery and lighting setup; there will be spill between areas should any area's supply fail. Additional dockside flood lighting will be installed to act as working light. These can also be brought up in the event of failures on the floating stage.	2	5	10	
11	Performance lighting - Dockside	Staff and Public	Risk of slips, trips and falls due to low light Impeded egress due to low light.	4	4	16	Slung Low will install "house lighting" in addition to the existing street lighting to aid audience entrance and egress. Front of House Stewards will be equipped with torches to assist audience before, during and after performances.	2	4	8	

14.10 Telehandler Method Statement

FLOOD: TELEHANDLER – METHOD STATEMENT

Item	Requirement
1.	Slung Low will ensure that the telehandler to be used has been maintained and has a current report of thorough examination coving both the machine and any attachments.
2.	Operators will be able to show proof of training and also competence with the Telehandler.
3.	Tasks to be undertaken utilising the Telehandler will be noted and laid out in the daily schedule.
4.	Pre-Use checks will be carried out before the Telehandler is used for the first time of the day.
5.	Seat belts will be used during all use.
6.	The Telehandler must be made safe when use has finished. The engine will be switched off, brake applied and keys removed from the vehicle.
7.	A full route will be worked out before use, noting slopes, traffic, obstacles and public thoroughfares, and adjustments made if needed.
8.	Before lifting a load the operator should get out and inspect the load - check for warning signs, load centre, loose materials on the load or anything anchoring the load.
9.	The operator should then lift the load a small distance to check the load position, weight and balance.
10.	Adjustments should be made if needed.
11.	Before travel, the boom will be retracted in as far as possible to ensure stability and minimize incorrect load potential.
12.	If the load obscure the operators view when travelling, a banksman should be used.
13.	If the operator is unable to clearly see the load's final position, a qualified banksman should be used to signal to the operator when landing the load.
14.	When use has been completed, the telehandler will be stored in a safe place, with the handbrake engaged, the boom and fork arms / handling attachment lowered to the ground, the key removed and the cab locked. The key should be stored in safe place and not left in machine.
15.	If the operator has issues with the machine or use of machine, they will contact the supervisor to highlight issue and agree on appropriate action.

Information Handbook for working with volunteers Hull 2017

Event Volunteer Lead
Sally Proctor will be the designated contact for each volunteer shift. Both the Project Lead (Joanna Resnick) and the Volunteer Lead (Sally Proctor) have undergone the event lead training delivered by Hull 2017.
A telephone number will be given to volunteers should they need to contact a member of the Slung Low team. The number is 07704582137.
The Volunteer Lead has a full DBS and is trained in safeguarding.

Volunteer Shifts
No shift will be longer than 8 hours and regular breaks will be factored in. Food will be provided for any shift that is five hours or longer.

Duty of Care
Volunteers will undergo a thorough welcome briefing about the project and will have the opportunity to raise any questions or concerns at all stages of the project.
All volunteers will be given a tour of the site to identify where the toilets are etc, to cover health and safety issues when working on the site and to ensure that they have a good knowledge of the site layout.
Volunteers will be given a meeting point location to sign in and out of their shift. The register is a confidential document that will be managed by the event lead.
All volunteers will have access to water/refreshments during their shift.

Specialist Equipment
All volunteers will be resourced with a uniform, handbook, photo accreditation, backpack and water bottle provided by Hull 2017.

Restricted Activities
All volunteers are aged 16+
We will ensure that any volunteer access needs are met.
We understand that volunteers are not trained in manual handling, first aid, working at heights or security so these responsibilities will not be included as part of their role.

Welcome Brief
All volunteers will receive a welcome brief, which will include the following:

- A warm welcome
- An overview of the project as a whole
- Role expectations
- Shift timings
- Site/event provision – toilets, access and egress
- Emergency procedures including safeguarding and health and safety whilst on site
- An opportunity to ask any questions about the role expectations
- Any other role-specific equipment

Safe Guarding
All volunteers will be made aware of the process for raising any safeguarding issues, which will be outlined during briefing.
The Volunteer Lead will identity, record and escalate safeguarding issues.
Any issues or disclosures made to the Volunteer Lead will be passed on to a Hull 2017 Safeguarding Lead in a confidential manner.
In case of immediate escalation where contacting authorities such as the police is needed these issues will also be flagged to the Emergency Contact.
All volunteers must pass a police vetting before volunteering with Hull 2017.

Insurance
The volunteers are covered by Hull 2017's insurance policy and Slung Low's event insurer, Allianz, has been made aware that volunteers will be part of the event delivery.

Reporting
Any registers and incident forms will be returned to the Hull 2017 volunteer contact.

Data Protection
Volunteers are aware that their details will be shared with the volunteer lead.
All volunteers will be treated with strict confidentiality; this includes the register of names, contact details and any additional support requirements, which will only be used by those managing the volunteer shifts.

14.12 Food & Drink Provision, Interval Activity

This page is left intentionally blank for information about the Street Food Vendors serving during the Interval in Victoria Park including relevant HACCP systems, RAMS, Insurance details.