

# periplum



## METHOD STATEMENT AND RISK ASSESSMENT

Venues: Preston Road Freedom Centre & local routes  
Greatfield Charlies Café Car Park & local routes East Hull  
09.00-16.00 Friday 23<sup>rd</sup> September  
09.00-16.00 Sun 25<sup>th</sup> September  
09.00-16.00 Fri 30<sup>th</sup> September  
09.00-16.00 Sat 1<sup>st</sup> October  
09.00-16.00 Sun 2<sup>nd</sup> October

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## OUTLINE OF EVENT

Journeys by horse & carriage to deliver messages in bottles to doorsteps of houses in the Preston Road & Greatfield areas of East Hull. Performative journeys for audience of 4-10 people at a time, by horse and carriage, on a ½ mile pre fixed route.

## INSURANCE

Periplum have PLI for £5million. Copies have been forwarded.

## RISK ASSESSMENT

Terms of reference are the HSE Guidance 'The Event Safety Guide' (HSG 195)

The Risk Factor Matrix, shown here is used this to determine risk for each hazard i.e. 'how bad and how likely.'

Risk Factor matrix	Likelihood				
	Remote <i>e.g. &lt;1 in 1000 chance</i>	Unlikely <i>e.g. 1 in 200 chance</i>	Possible <i>e.g. 1 in 50 chance</i>	Likely <i>e.g. 1 in 10 chance</i>	Probable <i>e.g. &gt;1 in 3 chance</i>
<b>Negligible</b> <i>e.g. small bruise</i>	Very low	Very low	Very low	Low	Low
<b>Slight</b> <i>e.g. small cut, deep bruise</i>	Very low	Very low	Low	Low	Medium
<b>Moderate</b> <i>e.g. deep cut, torn muscle</i>	Very low	Low	Medium	Medium	High
<b>Severe</b> <i>e.g. fracture, loss of consciousness</i>	Low	Medium	High	High	Extremely high
<b>Very Severe</b> <i>e.g. death, permanent disability</i>	Low	Medium	High	Extremely high	Extremely high

Hazard	Severity of Harm	Likelihood	Initial Risk Factor	Persons Affected	Control Measures/ Action Plan	Severity with control	Likelihood with Control	Risk factor with Control
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<p><u>Hazardous Terrain</u> - slipping on grass, extreme weather, trips and falls etc.</p>	<p>Severe</p>	<p>Possible</p>	<p>High</p>	<p>A,B,C</p>	<p>In the case that the ground for set up is too hazardous to navigate on foot or carriage due to unexpected rain or uneven ground, a different location will be sought which is more suitable or the journey will be cancelled.</p> <p>In the case of unexpected snow or freezing conditions on the days of performance, we will again make a safety decision on the day as to suitability of ground condition for performance.</p> <p>In event of rain, Periplum team are given outdoor clothing and audience provided umbrellas. Stewards to assist on monitoring pavement and outdoor areas, stewarding any slippy or hazardous areas</p>	<p>Moderate</p>	<p>Remote</p>	<p>Very Low</p>
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<p><u>Medical Emergency</u> – risk of individuals unable to locate and receive needed medical attention should they be taken ill during the workshops.</p>	Very Severe	Unlikely	Medium	A,B, C	Periplum team will have mobile phones & know the details of their location should it be necessary to call for an ambulance.	Very Severe	Remote	Low
<p><u>Lifting furniture, props, equipment</u> - performers &amp; audience may injure themselves</p>	Moderate	Possible	Medium	A,B,C	<p>Instructions in awareness of safe practice when lifting or handling particular equipment for performers.</p> <p>Periplum to monitor use of props &amp; costumes with audience.</p>	Moderate	Unlikely	Low
<p><u>Breakage of glass bottles incurring injury or trip hazards</u> –</p> <p>Glass bottles left on doorsteps could break or be broken causing injury.</p>	Moderate	Possible	Medium	A,B,C	<p>Bottles left on doorsteps are placed out of the direct pathway to minimise trip hazard.</p> <p>Bottles are heavy and weighted slightly with sand to help prevent them accidentally falling over.</p>	Moderate	Unlikely	Low

<p><u>Traffic collision &amp; injury – audience may accompany carriage route on pavement</u></p> <p>Audience may accidentally cross onto road and have trips on pavement, curb or incur injury through traffic collision with oncoming traffic.</p>	Moderate	Possible	Medium	A,B,C	<p>2 professional stewards will be provided – 1 at front of the accompanying audience &amp; one at the back. They will guide and ensure that audience stay on safe footpaths throughout the journey. Any journey across a road will be accompanied by a steward and/or member of Periplum team.</p> <p>The carriage company will go very slowly allowing a steady walking pace for the accompanying audience and stewards.</p> <p>Audience will be free roaming between performance sites so will also be advised to use normal road sense during performances</p>	Moderate	Unlikely	Low
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<p><u>Injury due to carriage or horses–</u></p> <p>Periplum team &amp; audience may incur injury through carriage collision, trips and falls, carriage breakage, or from horses.</p>	Moderate	Possible	Medium	A, B, C	<p>KRM carriages have provided own PI and will take full responsibility for their horses, equipment &amp; carriage usage.</p> <p>KRM will advise on safe entrance and exit of carriage. They have 1 steward per horse to minimise risk of injury from horses.</p>	Moderate	Unlikely	Low
<p><u>Exposure to anti-social behaviour / theft or loss –</u></p> <p>Periplum team, participants &amp; audience may receive harassment from public.</p>	Moderate	Possible	Medium	A, B, C	<p>Audience will be accompanied by Periplum practitioners, and there are 2 professional stewards on performance journey days to assist.</p> <p>In the event of extreme anti-social behaviour police will be called.</p>			Very Low

<u>Injury for Periplum – Traffic collision of Periplum vehicle or bicycle</u>	Moderate	Possible	Medium	<b>B</b>	Periplum practitioners will deliver bottles in the Periplum vehicle and may use a bicycle during performance journeys. Performers are aware and trained in road safety and safe usage of vehicles.			Very Low
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Persons Affected: A = Participants, B = Periplum Team, C = Members of Public