

Hazards Identified?	Who is ask risk and why?	Measures in place to reduce the risk?	What further action is necessary?	Action by who?	Action by when?	Done
Workplace transport	Staff and attendees risk serious or possibly fatal injuries if struck by a moving vehicle.	1.Tractor/forklift to be operated by experienced and competent persons only. 2.A 5mph speed limit will be in place within the event field, access route and the car parking field at all times. 3.Heavy loads will not be moved after dusk. 4.If a vehicle is to move at night it will be escorted by a steward wearing a high visibility vest and carrying a powerful torch. 5.All trader vehicles must be onsite no later than 1800hrs on Wednesday 30 May. 6.All vehicles entering & exiting the event field must use the hard starring road.	1.Arrange for servicing of toilets and collection of waste only between the hours of 1200hrs and 1600hrs when the public are on site. 2.Prohibit all other vehicle movements other than emergency services when the public are on the site. 3.Contact contractor companies and request arrival times. 4.Inform staff when contractor vehicles will be arriving.	R.Clover R. Clover R. Clover		

Pedestrian/ Vehicle conflict	Staff and attendees risk serious or possibly fatal injuries if struck by a vehicle in the car park or on the public highway.	<ol style="list-style-type: none"> 1.Car parking to be controlled by stewards. 2.All stewards to be fully briefed on parking procedures. 3.Car park will be lit at night. 4.Taxi/Bus drop off point provided within the car parking field. No drop off on the public highway. 5.Attendees discouraged from walking on the public highway. 6.Signage and lighting provided to warn other road users of event. 7.No vehicles except for emergency vehicles are permitted to enter or leave the site between 0000hrs and 0600hrs. 	<ol style="list-style-type: none"> 1.Contact local coach hire companies to arrange a shuttle bus from Newport train station. 2.Contact local taxi companies to inform them attendees may travel by bus to Usk. 3.Consult on transport plans with Local Police Authority and County/Council Highways authority. 4.Contract the AA to erect event directional signs. 	<p>A.Cats</p> <p>A.Cats</p> <p>G.Thompson</p>		
Slips, Trips and Falls	Staff and attendees risk injury due to a slip or trip.	<ol style="list-style-type: none"> 1.Flooring in marquees and other structures laid by a competent person. 2.Steps, changes in level and other tripping hazards fenced if not in use. 3.Temporary lighting provided to walkways, toilets and general areas in use by crew and attendees after dark. 4.Marquee pegs protected by foam and guy ropes etc highlighted in public areas 	<ol style="list-style-type: none"> 1.Remove all farm equipment from area that could be a trip hazard. 2.Identify any pot holes in the campsite and event field. Fill will soil and compact. 			
Collapse of Structures	Staff and attendees risk serious or possibly fatal injury if fixed structures collapse.	<ol style="list-style-type: none"> 1.Stages and marquees to be erected by a competent person/contractor. 2.Contractor(s) to provide sign off certificates for all structures. 3.Daily checks made on all structures by a competent person. 	<ol style="list-style-type: none"> 1.Check weather forecast daily for approximate wind speeds. 2.Check with temporary structure provider(s) the maximum wind speeds that structure can withstand safely. 3.Make contingency plans to enable closure of structure in adverse weather conditions. 	<p>A. Cats</p> <p>G. Thompson</p> <p>G. Thompson</p>		

Hearing Damage	Crew and attendees may suffer permanent or temporary hearing damage from exposure to loud music.	1.Ensure the event equivalent continuous sound level (Event Leq) in any part of the audience area does not exceed 100 dB (A), and the peak sound pressure level does not exceed 140 dB. 2.Warnings provided in advance to attendees and by signage at the entrance to stages.	Provide free ear plugs at the production office. Produce a Noise Management Plan for approval by local authority	A.Cats G.Thompson		
Medical Emergency	Staff and attendees at risk if no emergency first aid available.	1.First aid cover will be provided at the welfare tent for the duration of the event 2.Two welfare staff members and one first aid qualified staff member will be present at the welfare tent at all times. 3.The medical team will be in radio contact with the production office and security at all times. 4. Hardcore Medical in attendance with 3 EMT's on site at all times.	1.All stewards, security, first aid staff and welfare staff briefed on actions to be taken in a medical emergency. 2.Consult on plans for medical emergency cover with local NHS Ambulance Trust.	L. Fleming		
Lost Children	Children and parents can become separated	1.All staff and stewards made aware of the Lost Child policy. 2.Accompanied persons file to be kept in production office detailing contact information for parents/guardians.	1.Check DBS status of person(s) to take responsibility for lost children at the event. 2.Identification wristbands issued to children under 10 years old upon entry..	A.Cats A.Cats		
Performers	Staff and attendees may suffer serious injury from coming into contact with performers spinning objects such as staffs, poi and juggling.	1.Performances of poi/staff spinning will take place in designated areas at set times. 2.Performances will not be carried out inside tents. 3.A minimum distance of 10 meters will be maintained by the audience during performances. 4.All performers will be experienced and hold valid public liability insurance.	1.Check public liability insurance of all performers prior to performances.	A.Cats		

Adverse Weather	Staff and attendees may suffer injury from debris and unstable structures in high winds. Risk of slips and fall in muddy conditions.	1.The maximum windspeed of all temporary structures will be provide by contractors 2.Gazebos will not be permitted in the campsite or live in vehicle area. 3.Daily checks of all temporary structure moorings will be carried out. 4.Areas of high footfall will be covered with suitable material to stop area becoming excessively muddy of water logged.	1.Check with temporary structure provider(s) the maximum wind speeds that structure can withstand safely. 2.Contact hire company to arrange rubber matting or aluminium trackway for gateways. 3.Confirm with landowner that sufficient straw is available for areas of high footfall if required.	R.Clover G.Thompson		
Spread of Disease	All staff, attendees and contractors.	1.Antibacterial handwash outside all toilet areas. 2.Toilets to be kept clean at all times.	1.Ensure toilet hire company provide these services	R.Clover		
Electrical Danger	Staff and attendees may suffer serious or possibly fatal injuries due faulty electrical equipment or installation.	1.All electrical systems should be constructed and maintained in a condition suitable for use in the open air and will be protected as necessary by 30mA residual current device. 2.All generators, distribution boxes etc to be fenced and away from public. 3.A qualified and competent person shall inspect all temporary electrical installations. 4.All electrical equipment to be PAT tested.	Contractors and performers and traders will be contacted by email to remind them that any portable appliances need to be PAT tested.	R.Clover		
Fire Safety	Staff and attendees risk serious or possibly fatal injuries from smoke inhalation or burns	A full fire risk assessment has been completed, submitted and approved by the local fire authority.	1.Fire authority will complete site walkthrough prior to the event starting. 2.Stewards and security to check fire exits and keep exits clear during performances. 3.Fire extinguishers delivered to site.	L.Fleming G.Thompson		

Gas Safety	Staff and others risk injury from fire and explosion if gas appliances not properly maintained and used.	<p>1.Food Vendors using LPG to be required to ensure their gas installation and equipment has been installed and checked within the last twelve months by a “Gas Safety Register” approved contractor. Compliance certificates to be kept on food stall.</p> <p>2.Food vendors to be reminded of the need to ensure staff changing LPG cylinders are trained to do so.</p>	<p>Make arrangements to check food vendors are complying with gas safety requirements.</p> <p>Send LPG risk assessments to all traders for completion.</p> <p>Traders safety briefing</p>	<p>E.Noorduijn</p> <p>E.Noorduijn</p> <p>E.Noorduijn</p>		
Lasers and other special effects	Staff and attendees may suffer eye damage if used improperly.	<p>1.Assessment and suitability of venue by a competent person.</p> <p>2.Lasers to be installed and operated by staff who have completed an LVR laser safety training course and exam.</p> <p>3.Lasers will be mounted a minimum of 3 meters above floor level.</p>	Carry out checks to ensure installed equipment meets the safety requirements.	G.Thompson		
Food poisoning	Staff and the attendees at risk if they consume food prepared in unhygienic conditions.	<p>1.Food traders required to bring copies of their employees food hygiene training certificates.</p> <p>2.Food traders required to bring copies of their food safety management system.</p>	<p>1.Submit a list of food traders to the licensing authority 2 weeks prior to the event.</p> <p>2.Environmental Health Department to be granted access upon request to inspect food stalls.</p>	E.Noorduijn		
Public Disorder	Staff and the attendees risk serious injury, if assaulted or if caught up in incidents of disorder.	<p>1.Security staff and stewards trained to spot potential causes of public disorder.</p> <p>2.Adequate number of trained, SIA badged security staff will be present on site at all times.</p> <p>3.Control of numbers at event particularly in performance areas and marquees.</p> <p>4.Alcohol will not served to any person who appears to be intoxicated.</p> <p>5.No glass is permitted at the event. All glass bottles will be decanted at the bar.</p>	<p>1.Attendees notified that glass is not permitted at the event.</p> <p>2.Under 18's to be issued an orange wristband to identify them to bar staff.</p> <p>3.Alcohol to be sold from bars only.</p> <p>4.Consult with the local Police on security plans.</p>	<p>G.Thompson</p> <p>A.Cats</p> <p>E.Meade</p> <p>G.Thompson</p>		

Working at height	Staff and attendees risk serious injuries or death if they fall from height.	<ol style="list-style-type: none"> 1.Stages and marquees to be erected by a competent person/contractor. 2.Where possible suitable platform towers to be used for any work carried out at a height over one meter. 3.All work at height assessed on an individual task basis. 4.Suitable step ladders, in good condition are to be provided. 5. If using a step ladder the manufacturers guidance must be followed and the step ladder held secure by a second person. 	<p>Order suitable access equipment from local hire company.</p> <p>Equipment stored correctly when not in use and checked prior to use.</p>	G.Thompson		
Manual Handling	Staff suffer injury such as back pain from handling heavy and/or awkward objects.	<ol style="list-style-type: none"> 1.All work involving manual handling assessed on an individual task basis. 2. Persons to work in pairs to lift heavier objects. 3.Aids to manual handling including a tractor/forklift and trolleys will be available for use. 				
Water Safety	Staff and attendees risk serious injuries or death by drowning in the river and/or lake.	<ol style="list-style-type: none"> 1. Pond in wooded area is fenced off. 2. Pond will be well lit at night. 	Arrange and contract temporary fencing around pond.	R.Clover		
Deadfall in trees	Staff and attendees at risk of injury from falling wood.	<ol style="list-style-type: none"> 1. Whole wooded area will be thoroughly checked by a qualified tree surgeon prior the event. 2. Any Branches that are either dead and in danger of falling in high winds will be removed. 		H. Inkpen		