

# Acton Burnell, Frodesley, Pitchford, Ruckley and Langley Parish Council

## EVENT RISK ASSESSMENT

<b>Event Name:</b> D Day 80 beacon lighting	<b>Dates:</b> 6 June 2024	<b>Venue:</b> Burnell Bank	
<b>Risk Assessment undertaken by:</b> Anna Morris	<b>Event Organiser/Show Manager:</b> Cllr John Long and Cllr Keith Faulkner	<b>Permission of Landowner</b> <b>Public Liability</b>	<b>Yes</b>
		<b>TEN Licence</b> <b>Music Licence</b> <b>Road Closures</b>	<b>PC insurance &lt;500 people</b> <b>No (&lt;500 people)</b> <b>No (&lt;500 people)</b> <b>No</b>
<b>Name of First Aider(s) on Site</b> None	<b>Location of First Aid Point</b> None	<b><u>Distribution</u></b> Parish Council Landowner Insurance provider Emergency services	
<b>Signed:</b>	<b>Signed:</b>		
<b>Date:</b>	<b>Date:</b>		

Probability (P)	Severity (S)	Calculation of Risk (R)					Action Level		
5 = > Almost inevitable 4 = Very Likely 3 = Likely 2 = Unlikely 1 = < Very Unlikely	5 = Multi death or very serious injury 4 = Single death or very serious injury 3 = RIDDOR major injury 2 = Absence from work for 7 days 1 = Minor/First Aid	Prob	5	5.M	10.H	15.H	20.H	25.H	LOW – No action required MED – Justify / review regularly (each event day) HIGH = immediate action / further controls needed
			4	4.L	8.H	12.H	16.H	20.H	
			3	3.L	6.M	9.H	12.H	15.H	
			2	2.L	4.L	6.M	8.H	10.H	
			1	1.L	2.L	3.L	4.L	5.M	
				1	2	3	4	5	
			Severity						

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<b>Scope of Risk Assessment:</b>
This risk assessment covers the Jubilee Beacon Lighting from 8-11pm on 6 June 2024. Beacon to be lit at 9.15pm.
<b>Visitor Profile</b>
<ul style="list-style-type: none"><li>● Age Range of attendees – 0-100</li><li>● Alcohol consumption – None</li><li>● Likelihood of some drug use – no</li><li>● % Children – est. 5% under 13, 10% 13-18?</li><li>● % Disabled and/or new and expectant mothers – est. 2%</li><li>● Busiest times – 8.45-10pm</li><li>● Average attendance levels – estimated 50</li></ul>
<b>Show Profile</b>
<ul style="list-style-type: none"><li>● Visitor capacity at any one time - 150</li><li>● Details of any after event/show events - None</li><li>● Extent to which the event/show is likely to be vulnerable to terrorist attack or protest? – Very unlikely</li></ul>

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Hazards	Consequences	Who is at Risk?	P x S = R	Controls	P x S = R Action Level
<p><b>Identify Hazards</b></p> <p>Identify hazards at the event, in the venue/rooms and in the surrounding area that could reasonably be expected to result in significant harm</p>	<p><b>What could result from the hazard?</b></p> <p>Describe the type of injury then categorise as follows:</p> <p><b>First Aid injury</b> – minor cuts, sprains, bruises, etc...</p> <p><b>7-day absence from work</b> – broken fingers, toes, sprained tendons, muscles, illness (tiredness, stress, gastric, etc...)</p> <p><b>Serious injury</b> – head injury, loss of consciousness, broken bones, dislocations, respiratory problems. Usually an injury from which full recovery is possible</p> <p><b>Death or very serious injury to one person</b> – Loss of limb, paralysis or life changing injury which full recovery is unlikely</p> <p><b>Death or very serious injury to more than one person.</b></p>	<p><b>Who might be harmed?</b></p> <ul style="list-style-type: none"> <li>● Organiser’s staff</li> <li>● Venue staff</li> <li>● Visitors</li> <li>● Exhibitors</li> <li>● Contractors</li> <li>● Young / new inexperienced staff</li> <li>● Disabled people</li> <li>● Children</li> <li>● New &amp; Expectant mothers</li> <li>● Elderly visitors</li> </ul>	<p><b>Risk</b></p> <p>P = Probability</p> <p>S = Severity</p> <p>R = Risk level</p> <p>P x S = R</p>	<p><b>Is the risk adequately controlled?</b></p> <p>Consider hierarchy of controls:</p> <ul style="list-style-type: none"> <li>● Eliminate</li> <li>● Substitute</li> <li>● Reduce</li> <li>● Isolate</li> <li>● Control</li> <li>● PPE</li> <li>● Discipline</li> </ul> <p>Do the controls.....</p> <ul style="list-style-type: none"> <li>● Meet legal requirements?</li> <li>● Represent best practice?</li> <li>● Reduce risk as far as is reasonably practicable?</li> <li>● Comply with industry standards?</li> </ul>	<p><b>What is the residual risk?</b></p> <p><b>Action Level</b></p> <p>H = High - immediate action required</p> <p>M = Medium - justify and review regularly (each event day)</p> <p>L = Low - no further action required</p> <p>See table footer</p>

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Hazards	Consequences	Who is at risk?	P	S	R	Controls	P	S	R	Action level
Trips/slips/falls on uneven ground	Sprains, bumps, cuts. 7-day absence from work	All, particularly elderly, children or people with mobility issues.	4	2	8	Weather conditions will be monitored in run up to event, if the ground is too wet/boggy for safe use, the event will be cancelled.  Beacon will be sited on flat surface.  People with mobility problems may be offered lift to site from car park by 4x4.	4	2	8	Medium risk – unavoidable due to nature of ground in area to be used.
Lack of accessibility to site due to 200m walk up steep incline.	Event may not be accessible to all. People with mobility issues may suffer injury reaching site. 7-day absence from work	People with mobility issues	3	2	6	People with mobility problems may be offered lift to site from car park by 4x4.	1	2	2	Low risk
Medical emergency	Heart attack, labour, stroke, etc. Death or serious injury to one person.	All, particularly elderly, disabled people and expectant mothers.	1	4	4	Site is accessible to emergency services. Marshals will have mobile phones to contact 999.	1	4	4	Low risk

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Lost children	Death or serious injury on grounds due to accident while child is unsupervised.  Death or serious injury to one person.	Children	1	4	4	The late time of the event means that young children are unlikely to attend and the ratio of adults to children should aid supervision.	1	4	4	Low risk
Children playing around vicinity of beacon site	Burns, smoke inhalation  Serious injury	Children	1	3	3	Organisers supervise site from commencement of ignition until beacon extinguished.	1	3	3	Low risk
Beacon lighting	Risk of explosion, fire and burn injuries.  Death or serious injury to one person	All, particularly organisers/person lighting beacon	2	4	8	One person will have responsibility for lighting beacon with a match. No explosives to be used. Fire extinguishers available on site	1	4	4	Low risk
Proximity of crowd to beacon	Risk of burn injuries and smoke inhalation  Serious injury	All	2	3	6	<ul style="list-style-type: none"> <li>• Site crowd control by marshals and parish councillors</li> <li>• Fire brigade notified</li> <li>• Sterile area around beacon created using tapes and posts</li> </ul>	1	3	3	Low risk
Beacon lit by accident	Burn injuries  Serious injury	All, particularly organisers	1	3	3	<ul style="list-style-type: none"> <li>• Designated senior person in control of beacon site safety and ignition</li> </ul>	1	3	3	Low risk

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						<ul style="list-style-type: none"> <li>• Site of lighting of beacon to be agreed taking weather conditions into account</li> <li>• Firefighting equipment available</li> </ul>				
End of celebrations – public breaching beacon site exclusion zone.	Burn injuries, fire risk  Serious injury	All	1	3	3	<ul style="list-style-type: none"> <li>• Marshals to reinforce cordon around beacon site.</li> <li>• Restriction of size of fire</li> <li>• First aid and firefighting equipment immediately available</li> <li>• Marshals in attendance until fire is out.</li> </ul>	1	3	3	Low risk
Risk to buildings, woodland and persons from fire	Serious injury from burns or smoke inhalation or falling burning buildings  Death or serious injury to more than one person	All, particularly residents local to beacon site	1	5	5	<ul style="list-style-type: none"> <li>• No buildings within 300m of beacon</li> <li>• No private property within 200m</li> <li>• No woodland within 150m</li> <li>• Event will be cancelled in high winds</li> </ul>	1	4	4	Low risk
Supervision	Supervision required in order to be covered by	All	1	3	3	Beacon will be supervised closely at all	1	3	3	Low risk

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	<p>public liability insurance.</p> <p>Lack of supervision could lead to burn injuries as a result of the beacon being tampered with or from people/animals getting too close to beacon.</p> <p>Serious injury</p>					<p>times on the day before, during and after the ceremony. Fire extinguisher available at all times.</p>				
Beacon construction	<p>Unstable beacon increases risk of out of control fire leading to burn injuries.</p> <p>Serious injury</p>	All, particularly organisers	1	3	3	<p>Ensure stability at all times:</p> <ul style="list-style-type: none"> <li>• Hedge trimmings with straw underneath to ensure safe combustion</li> <li>• Height no more than 2 metres</li> <li>• Tractor with long lift arms to contain fire within prescribed area.</li> </ul>	1	3	3	Low risk
Beacon location	<p>Must be in safe suitable location in order to be covered by public liability insurance</p>		2	3	3	<p>Locate on a flat earth surface away from combustible materials.</p>	1	3	3	Low risk

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	Unsuitable location would mean greater risk of fire getting out of control leading to burn injuries  Serious injury									
Obstructions to access ways	Minor injuries due to trips/falls  7- day absence from work	All, particularly elderly and children	2	2	4	Volunteers should ensure that any signs, cordons etc. are placed in locations which do not obstruct access routes.	1	2	2	Low risk
Setting up/lifting/carrying	Minor injuries such as sprained muscles.  7-day absence from work.	Organisers	2	2	4	Suitable equipment to be used when transporting items to site.	1	2	2	Low risk
Excessive alcohol consumption	Falls, trips, illness, aggression/violence towards others.  7-day absence from work	Adults	2	2	4	No alcohol will be allowed or served at the event.	1	2	2	Low risk
Drug use	Death or serious injury to one person	Adults	1	4	4	The police will be contacted if illegal drug use is witnessed.	1	4	4	Low risk

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Bomb Alert/Terrorist threat	Death of serious injury to more than one person	All	1	5	5	If a threat is called in prior to the event, it should be cancelled and the police should be contacted. If there is a threat during the event, the police should be contacted and their advice followed.	1	5	5	Medium risk – unavoidable but very unlikely.
Severe bad weather	Injuries from falling tree branches, road collisions. Risk of burns caused by blowing embers in wind and fire spread.  Serious injury.	All	1	3	3	The weather forecast will be monitored in advance of the event. In the case of severe bad weather, particularly high winds, being forecast, the event will be cancelled as early as possible.	1	3	3	Low risk
Parking congestion/accidents	Collisions with pedestrians causing broken bones, head injury, possible death.  Death of serious injury to one person.	All, particularly children	1	4	4	There is limited roadside parking at the top of Burnell Bank. 4x4 parking at the bottom of the field, depending on weather conditions.  Low numbers expected should reduce likelihood of accidents.	1	4	4	Low risk

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Exceptional numbers of public near beacon site	Crush and burn injuries.  Serious injury	All	1	3	3	Marshalled by Parish Council and volunteers.  Absolute maximum of 150 attendees.	1	3	3	Low risk
Access and egress to beacon site where public gather to watch	Injuries from crush or burns, cuts bruise etc.  7 day absence from work	All, particularly children	1	2	2	Low numbers in attendance. Event in area of open space.	1	2	2	Low risk
Delayed emergency response	Areas of congestion on route delay attendance of emergency services in event of incident.  Death or very serious injury to one person	All	1	4	4	Emergency services to be informed of event in advance. Event to be cancelled if emergency services recommend due to critical incidents in place.	1	4	4	Low risk
Dogs scaring livestock	Minor injuries to humans from handling aggressive dogs. Injuries to livestock and loss of earnings for farmers.		1	1	1	Dogs will not be admitted onto site, anyone arriving with dogs will be asked to leave.	1	1	1	Low risk

## Risks to be monitored regularly/each day as follows:

(These will normally be those risks rated Medium and High after controls are in place)

Hazard	Monitored by:	Frequency:
Weather forecast	Keith Faulkner	Daily during week before event

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