

Risk Assessment

Assessment Ref:	LSR2-Assessment	Location	The Town More Newcastle Upon Tyne, UK	Activity	Newcastle Festival
Date of 1st Assessment	07/01/2024	Risk Assessor(s) <small>(Worker Representative)</small>	Harvey Fretwell		
Scope of Assessment e.g. details of process or activity, what the assessment will include					
Live Sound Festival					
Record of Reviews			Likelihood and Severity Ratings and Guidance		
Date Review Completed	Reason for Review	Risk Assessor	Severity Rating (SR)		Likelihood Rating (LR)
			1	None	1
			2	Minor Injury or illness	2
			3	Over 7 Day Injury or illness	3
			4	Major Injury or illness	4
			5	Fatal	5
					Highly Likely

Risk Evaluation Matrix						
P x S = Risk		Severity (Outcome)				
		1	2	3	4	5
Probability (Likelihood)	5	5 Mod	10 Mod	15 Sig	20 High	25 High
	4	4 Low	8 Mod	12 Sig	16 high	20 High
	3	3 Low	6 Mod	9 Mod	12 Sig	15 Sig
	2	2 Low	4 Low	6 Mod	8 Mod	10 Mod
	1	1 Low	2 Low	3 Low	4 Low	5 Mod

High 16 - 25	High Risk - Unacceptable Control measures must be introduced to reduce the degree of risk prior to the activity/ process proceeding.
Significant 12 - 15	Significant Risk – Priority Action Required Immediate review of controls must be undertaken, interim controls may be necessary in order for activity/process to continue.
Moderate 5 - 10	Moderate Risk - Tolerable Activity/process can continue, but additional controls may need to be introduced to further reduce the risk prior to start of task
Low 1 - 4	Low Risk - Acceptable Risk is being adequately controlled; but further control measures may further reduce the risk.

Risk Assessment

Hazard	Who Might Be Harmed	Existing Control Measures (if any)	Initial Risk Rating			Additional Control Measures (if required)	Final Risk Rating		
			SR	LR	Risk Level		SR	LR	Risk Level
Electrical hazards	Everyone	<ul style="list-style-type: none"> • Ensure equipment is properly grounded. • Check for mods or damage to equipment. • Regularly inspect equipment via PAT tests. • Provide electrical safety training. • Don't overload extension leads by for instance daisy chaining or going over it's max capacity. • Keep in safe conditions away from moisture. • Use residual current breakers. • Fence off high danger areas i.e. generators. 	5 High	1 Low	5 Mod	<ul style="list-style-type: none"> • Remind other equipment should be PAT tested. 	5 High	1 Low	5 Mod

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Trip hazards from cables (on stage)	Crew and performers	<ul style="list-style-type: none"> • Use cable ramps. • Secure cables with tape. • Clearly mark cable paths. • Educate performers and crew on cable safety and management i.e. how to reverse coil. 	4 High	2 Low	8 Mod	<ul style="list-style-type: none"> • Make sure cables are under the stands. • Run cable runs under stage. 	4 High	1 Low	4 Low
Trip hazards from cables (other)	Everyone	<ul style="list-style-type: none"> • Secure cables with covers / ramps or tape in high traffic area. • Use proper cable management such as cable tidies. 	4 High	2 Low	8 Mod	<ul style="list-style-type: none"> • Make sure good quality tape is used and stuck properly covering the whole area and replaced when needed. 	4 High	1 Low	4 Low

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Other slip trip and fall hazards	Everyone	<ul style="list-style-type: none"> Regularly inspect and maintain walkways. Use nonslip mats and signage when wet or slippery. Coloured tape on steps or level changes. Provide lighting on potential hazards. AV networking limits cable runs. 	4 High	2 Low	8 Mod	<ul style="list-style-type: none"> Provide railings with good lighting 	4 High	1 Low	4 Low
Noise exposure damaging ears	Everyone	<ul style="list-style-type: none"> Provide personal protective equipment. Monitor sound levels don't go over 108dBA. Swap staff around in high exposure areas. Warn of hearing damage in advance. Provide 1m distance from audience to speakers. 	3 Sig	2 Low	6 Mod	<ul style="list-style-type: none"> Provide designated zones where the SPL is significantly quieter. 	3 Sig	1 Low	3 Low
Structural failures	Everyone	<ul style="list-style-type: none"> Regularly inspect and maintain stage structures. Have emergency evacuation plan in place. Don't exceed max weight capacities when flying equipment. Use safety chains. 	5 High	2 Low	10 Mod	<ul style="list-style-type: none"> Make sure for flow speakers that the safety chains are secured and not too long. 	5 High	1 Low	5 Mod

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Crowd control issues	Everyone	<ul style="list-style-type: none"> Hire trained security. Manage crowd numbers in certain areas. Don't serve alcohol to underaged or over the influence. Implement crowd barriers. No glasses allowed. Have emergency evacuation plan. 	5 High	1 Low	5 Mod	<ul style="list-style-type: none"> Make clear signs with prohibited items 	5 High	1 Low	5 Mod
Fire hazards	Everyone	<ul style="list-style-type: none"> Conduct fire safety drills. Provide fire safety training. Provide fire extinguishers. Clearly mark emergency exits. Provide fire marshals. Make sure exits are clear. 	5 High	1 Low	5 Mod		5 High	1 Low	5 Mod
Heat-related issues	Everyone	<ul style="list-style-type: none"> Provide shade. Include hydration stations. Monitor weather conditions. Have medical teams on standby. 	5 High	1 Low	5 Mod		5 High	1 Low	5 Mod
Medical emergencies	Everyone	<ul style="list-style-type: none"> Provide adequate first aid trained staff (2 to 1000 people minimum). Provide ambulances / paramedics on site. 	5 High	1 Low	5 Mod		5 High	1 Low	5 Mod
Inadequate lighting	Everyone	<ul style="list-style-type: none"> Ensure proper lighting in all areas especially walkways and emergency exits. Regularly check and replace bulbs. 	4 High	1 Low	4 Low		4 High	1 Low	4 Low

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Equipment failure	Performers, crew	<ul style="list-style-type: none"> Regularly inspect and maintain equipment. Have backup systems. Provide redundancy. 	5 High	1 Low	5 Mod		5 High	1 Low	5 Mod
Manual handling injury	The engineers	<ul style="list-style-type: none"> Provide equipment such as trollies to move tech. Train staff on manual handling Provide easy tilt stands for consoles. Make sure enough people lift equipment. 	4 High	2 Low	8 Mod	<ul style="list-style-type: none"> Anyone with back issues or at higher risk should not lift. 	4 High	1 Low	4 Low

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Action Plan

Risk or Activity	Additional Controls and Actions required	Action Owner	Target Date	Completion Date
Example	Reorganise room so cables do not trail. Monitor use of additional, unnecessary equipment. Daily visual inspection.	Department Manager	4 weeks	