

WELSHPOOL TOWN COUNCIL RISK ASSESSMENT FIREWORKS DISPLAY

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Normal Control Measures	Risk
				LOW
<p>Injury caused by fireworks Inadequate space</p> <p>Spectators use fireworks</p> <p>Unauthorised use of display fireworks</p>	<p>Staff Visitors Volunteers</p> <p>Contractor</p>	<p>Property damage/fire</p> <p>Burns</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p>	<ul style="list-style-type: none"> • 50m x 75m space has been allowed for the firing area. (fireworks advice and letting off by Professional Company) • A dropping zone for spent fireworks of 100m x 50m is in place in a downwind direction (check weather conditions) • Spectators are to be kept back on the opposite side from the dropping zone at least 25m from the firing zone. • The area has been checked and is free from obstructions i.e. trees, overhead power cables and well away from buildings. • Suitable secure area for firework storage inaccessible to public. (Prof Company stores) • Firing area supervised once fireworks set up. • Spectators will not be allowed to enter the site with their own fireworks, including sparklers. Signage explaining this will be at all entrances. 	LOW

<p>Use of external companies / contractors</p> <p>Poor practices</p> <p>Lack of competency</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Property damage/fire</p> <p>Burns</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p>	<ul style="list-style-type: none"> • Vet for competence, operator has considerable experience with fireworks. (Cert seen) • Risk assessments provided. • Clearly defined responsibilities for operator and Council (in particular in event of emergency) • Appropriate public liability insurance in place (min £5m public liability). Insurer contacted to ensure adequate coverage and that any special conditions are met. 	<p>LOW</p>
<p>Adverse weather</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Property damage/fire</p> <p>Burns</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p>	<ul style="list-style-type: none"> • Test launch of small firework to gauge effect (Prof Contractor) • Increase separation from fireworks and bonfire and relocate safety line / barriers • If safe separation cannot be ensured delay / cancel display 	<p>LOW</p>
<p>Fire</p> <p>Ignition of premises</p> <p>Small fires</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Burns</p> <p>Property damage / loss</p>	<ul style="list-style-type: none"> • Adequate separation from buildings (see above) • Adequate water, sand buckets etc. • Positioned in appropriate places to allow quick access • No persons on balcony of Rugby/Cricket Club • Agreed emergency procedure in place and adequate marshals to control crowd (see below) • Local authority, Police and Fire Brigade have been informed. • All staff and volunteers advised of emergency procedures 	<p>LOW</p>

<p>Crowd Control Crush injuries, panic, distress Separation of children from parents</p> <p>Overcrowding Inadequate space / exits Blocked exit routes</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Fire evacuation hindered/unsafe access/egress</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p> <p>Slips, trips and falls</p>	<ul style="list-style-type: none"> • Being a recreation ground there is plenty of space with two major exits able to cope with large crowds. • Marshalls to form a line when fireworks display is taking place. • St Johns Ambulance on site. 	<p>LOW</p>
<p>Insufficient and/or unsuitable first aid cover</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Accident / injury, delayed assistance in emergency</p>	<ul style="list-style-type: none"> • St Johns Ambulance Cover. by letter from the head teacher / governors 	<p>LOW</p>
<p>Surrounding areas /Neighbours</p>	<p>Staff Visitors Volunteers Contractor</p>		<ul style="list-style-type: none"> • Neighbours have been informed of the proposed display by social media and local newspaper. 	<p>LOW</p>
<p>Security Unauthorised access Inadvertent access</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Malicious damage</p>	<ul style="list-style-type: none"> • Areas other than those needed for event accessible only be authorised persons. • Buildings, apart from essential areas locked. This is checked before and after the display. • Lock areas of building not in use • Tape off / mark areas as out of bounds. • Adequate supervision 	<p>LOW</p>
<p>Inadequate welfare facilities</p>	<p>Staff Visitors Volunteers Contractor</p>		<ul style="list-style-type: none"> • Toilets are open on site. • Changing rooms open for use. • Adequate supervision 	<p>LOW</p>

<p>Vehicular access</p> <p>Ineffective pedestrian vehicle segregation</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Cuts / abrasions, muscular skeletal and other physical injuries Broken bones</p> <p>Significant head / multiple injuries</p>	<ul style="list-style-type: none"> • Restricted access, visitors advised accordingly. (gates shut/ managed by staff) • Vehicle movements restricted • Pedestrian walkways maintained • Clear route maintained for emergency services • Designated car park well away from the display area and dropping zone. 	<p>LOW</p>
<p>Surface of field / internal areas</p> <p>Slips, Trips and Falls</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Cuts / abrasions, muscular skeletal and other physical injuries</p>	<ul style="list-style-type: none"> • Ensure arrangements are in place for clearing up and safely disposing of any litter left after the event • Regular premises inspections. • Adequate external lighting available (floodlighting during waiting times, background light when fireworks being let off. 	<p>LOW</p>
<p>Supplying Food and Drink</p> <p>Poor standards of hygiene</p> <p>Physical contamination</p> <p>Incorrect storage of food</p> <p>Poor temperature control</p>	<p>Staff Visitors Volunteers Contractor</p>	<p>Salmonella Listeria Allergies Anaphylaxis</p> <p>Scalds from urns and kettles Scalds from hot drinks</p>	<ul style="list-style-type: none"> • All providers of food are to follow advice given in ‘Food Hygiene advice for teachers, parents, pupils and classroom assistants’ • Appropriate certificates provided by catering units. • External contractors used. 	<p>LOW</p>
<p>COMMUNICATIONS</p>	<p>Information to people on site</p>	<p>Lack of information</p>	<ul style="list-style-type: none"> • External contractor to provide sound system • All announcements via professional staff on site 	<p>LOW</p>

RESIDUAL RISK RATING	ACTION REQUIRED
VERY HIGH (VH) Strong likelihood of fatality / serious injury occurring	The activity must not take place at all. You must identify further controls to reduce the risk rating.
HIGH (H) Possibility of fatality/serious injury occurring	You must identify further controls to reduce the risk rating. Seek further advice, e.g. from your H&S Team
MEDIUM (M) Possibility of significant injury or over 3 day absence occurring	If it is not possible to lower risk further, you will need to consider the risk against the benefit. Monitor risk assessments at this rating more regularly and closely.
LOW (L) Possibility of minor injury only	No further action required.

CHECKLIST

		✓
Named Leader	Running / co-ordinating event	
Marshalls	Sufficient	
	Briefed re emergencies / duties	
	Identification (e.g. fluorescent jackets)	
	Torches	
Emergencies	Services advised	
	Access secured (clear of pedestrians, parked cars etc)	
	Crowd control in emergency situation	
	Evacuation (separate from emergency access)	
First Aid	Qualified persons	
	Adequate facilities (indoors, water, etc)	
	Briefed	
Sparklers	NO !!! - no personal fireworks of any kind	
	How controlled to prevent	
	Information on tickets / posters etc	
Lighting	Adequate in public access areas	
	Back up in case of failure	
Bonfire	Size, materials, positioning	
	Lighting / extinguishing	
Fireworks	Positioning	
	Drop zone	
	Wind direction	
	Lighting (automatic / portfires etc)	
	Experience / training of firer(s)	
	Personal protective equipment for firers	
	Dealing with misfires	
	Clearing up afterwards	
	Storage	
Extinguishers	Adequate (water / Co2 / buckets / sand / etc)	
	Positioning	
Communications	PA System / loudspeaker/ megaphone etc to crowd	
	Between organisers / marshalls	
	To emergency services	
	Agreed emergency procedure	
Security	Check of buildings / area before leaving	
	Control of 'visitors' during event (fencing around site etc)	
	Crowd control	
Insurance	Checked	
	Special conditions met	
HS(G) 123 and 124	Read and understood by all relevant persons	