**OPEN COUNTRY RISK ASSESSMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Assessor: | David Shaftoe | Date: | 10th March 2022, Version 2 |
| Task Being Assessed: | **PUBLIC EVENTS, general, various locations, year-round** | | |
| Other RAMS to refer to: | **COVID-19, MINIBUS, SMOOTHIE BIKE, WORKING WITH DISABLED PEOPLE** | | |
| Risk v Benefit analysis: | Public Events are a great way of getting our message across to a wider audience. They can also generate useful income. There are some risks, mainly due to slips, trips and falls. | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What is the hazard? | Who might be harmed | How might people be harmed | | Existing risk control measures | Risk Rating | | | Additional Controls | New risk rating (Residual) | | | Action / monitored by whom? | Action / monitored by when? |
| L | C | R | L | C | R |
| **Venue** | Staff  Volunteers  Members  Public | Slips, trips & falls  Dangerous structures  Hit by vehicle | | Leaders should do a reccie and be familiar with the site  A site briefing on the day | 1 | 3 | 3 | None identified | 1 | 3 | 3 | Activity leader | Every event |
| **Gazebo & displays** | Staff  Volunteers  Members  Public | Injury due to gazebo or display collapsing or being blown over. | | Staff are familiar with using gazebo  Gazebos to be secured with guy ropes & tent pegs  Weight the feet when erecting the gazebo on hard standing  Banners securely tied with string | 1 | 4 | 4 | None identified | 1 | 4 | 4 | Activity leader | Every event |
| **Theft / assault** | Staff  Volunteers  Members | Injury / assault | | Adequate staff/volunteer ratios  Collection boxes secured with chains  Non-essential items kept in minibus | 1 | 4 | 4 | None identified | 1 | 4 | 4 | Activity leader | Every event |
| **Manual handling** | Staff  Volunteers  Members  Public | Injury lifting heavy / awkward items | | Manual handling training for all staff  Use a sack barrow where needed  Use the minibus lifts  Use of correct lifting techniques | 2 | 4 | 8 | Manual handling training for volunteers  Toolbox talk | 1 | 4 | 4 | Activity leader | Every event |
| **Illness** | Staff  Volunteers  Members  Public | Illness and disruption | | Carry emergency details on the day  Have adequate ratios on the day  First aid kit carried | 1 | 5 | 5 | None identified | 1 | 5 | 5 | Activity leader | Every event |
| **Slips, trips or falls** | Staff  Volunteers  Members  Public | Cuts, bruises, slips, trips & falls, fractures & dislocations  Damage to property | | Reccie the site before-hand so the leader is aware of potential risks and can make participants aware of them  Keep routes clear of equipment  Ensure enough helpers to number of people in need of assistance  Carry at least one first aid kit and ensure presence of a first aider  Encourage appropriate footwear | 2 | 3 | 6 | Toolbox talk | 1 | 3 | 3 | Activity leader | Every event |
| **Weather** | Staff  Volunteers  Members  Public | Extreme weather e.g. lightning  Sunburn / heat exhaustion / heat stroke  Dehydration  Hypothermia / hyperthermia  Slippery surfaces | | Note weather conditions of the day and check everyone is fully equipped before leaving  Be aware that conditions could change significantly after heavy rain or freezing temperatures  Take spare woollies and / or sun protection and offer them for loan  Make participants aware of the forecast and make adjustments to the day if necessary  Make one another aware of slippery surfaces and slow down or stop if necessary  Take the display down if lightning threatens | 1 | 5 | 5 | None identified | 1 | 5 | 5 | Activity leader | Every event |
| Method Statement: | | | 1. Staff should be familiar with the venue and the items of the display, including erecting the gazebo securely and safely. 2. Ensure adequate levels of support. There should be no lone working. 3. Follow manual handling guidelines for carrying equipment e.g. gazebo should be on a trolley 4. Check all equipment is in good condition, especially the gazebo and display. 5. Be mindful of slips, trips and falls. 6. Monitor your physical condition, mood and hydration levels. Regular breaks should be taken. | | | | | | | | | | |
| Signature of Reviewer: | | | David_Sig.jpg | | | | | | | | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | Severity of impact / consequences | | | | |
| Trivial | Minor injury | Over 3 day injury | Major injury | Incapacity or death |
| 1 | 2 | 3 | 4 | 5 |
| Likelihood | Highly unlikely | 1 | 1 | 2 | 3 | 4 | 5 |
| Unlikely | 2 | 2 | 4 | 6 | 8 | 10 |
| Possible | 3 | 3 | 6 | 9 | 12 | 15 |
| Probable | 4 | 4 | 8 | 12 | 16 | 20 |
| Certain | 5 | 5 | 10 | 15 | 20 | 25 |

|  |  |  |  |
| --- | --- | --- | --- |
| Document Name | **PUBLIC EVENTS RAMS** | Document No | **OC/HS/RAMS 12** |
| Document Owner | **David Shaftoe** | Classification | **Internal Use** |
| Date of Issue | **03/07/20** | Date of next review | **31/03/23** |