

Cambridge Autumn Festival Hazard Register

Hazard	Risk	Risk Score	Type of Control	Controls
Obstacles in walkways	Trips, Slips and Falls Broken bones, bruising, lacerations	M	Eliminate Eliminate	Ensure walkways are clear of obstructions. Keeping walkways clear.
Loose cables	Trips, Slips and Falls Broken bones, bruising, lacerations	M	Eliminate Eliminate	Covering all loose cables.
Faulty equipment	Electrocution	L	Eliminate	All equipment to be properly maintained and erected as appropriate.
Public in performance space	Trips, Slips and Falls Broken bones, bruising, lacerations	M	Eliminate Eliminate	Crowd control. Keeping spectators clear of performers.
Slippery surfaces		M	Eliminate	Spills to be cleaned up asap, use wet floor signage as appropriate
Improper Lifting and Carrying	Sprains, strains	M	Eliminate Eliminate Eliminate Eliminate	Advise to lift in the proper manner: bend knees, rotate knees not back Use trolleys or handling aids Reduce or split loads Team lift for large items
Electrical malfunction	Electrocution	L	Eliminate	Don't used frayed/damaged power cords
Naked flame	Fire	L	Minimise	Tealight candles used outside for some evening events will be placed on an area of no thoroughfare and will be embedded in sand.
Sun	Sunburn/Heatstroke	M	Minimise Minimise Minimise	Sunscreen will be available at a central location. Pharmacy will be open. Water will be available for purchase from cafes.
Infection	Cuts/scrapes from falls or rubbish	L	Minimise Eliminate	First aid kit available at a central location Festival representatives and volunteers to clean up any rubbish not properly disposed of by the public
Criminal nuisance	Event disruption	L	Eliminate	Call Police if required
Noise complaints	Residents upset	L	Minimise	Events finish before 10pm
Access problems - residents	Residents upset	L	Eliminate	Driveways be kept clear

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Bad weather - rain/wind	Slips, injury from equipment not tied down	M	Minimise	Alternative wet weather venues if applicable. Gazebos and other equipment to be secured. Hot equipment to be sheltered from weather. See "Slippery surfaces"
Stairs	Trips, Slips and Falls Broken bones, bruising, lacerations	M	Minimise	Crowd control.
Medical emergency e.g. heart	Threat to life	L	Minimise	First aid kit available at a central location Clear comms protocol Call Ambulance
Goods or equipment unsafe or displayed unsafely	Cuts, scrapes, bruises, burns	M	Eliminate	Food to comply with legal requirements. Goods are displayed safely on a sturdy table or stand. Keep hot equipment out of reach of customers and sheltered from weather.
Vehicles accessing the site before and after the event	Collision	M	Eliminate	Stallholders and performers will be advised of where to safely access and park on-site. Parking signs if needed for general public.
If the Autumn Festival event is at Victoria Square when a cricket match is taking place, and a cricket ball is accidentally hit into the performing area or stalls	Someone is hit by a cricket ball	M	Minimise	Prior to the day, coordinate with Cambridge Cricket for safety measures on the day as they do for the weekly Farmers' Market - including positioning a picket fence and net on the boundary of the cricket field that borders the market, safest positioning of the market's activities, and briefing for stallholders. First aid kit available at a central location. Clear comms protocol. Call Ambulance