

Table 1

Tarporley Christmas Lights	Risk Assessment Dec 2015					
	What are the risks?	Who might be harmed	Evaluation of risks	Precautions taken	Record of findings and Implementation	Review after the event. Dec 2015
	Electrical hazards. Installation of the lights and the supply to the crib. PA system. Also removal of the above after the event.	Those who are carrying out the work and members of the public as this is happening	Electrocution; Falls.; Damage to local amenities. Low risk	Qualified personnel from CW&C to carry out work. Public protected from cables and equipment. Event covered by Insurance	Electrical installations to be tested and protected with appropriate equipment	
	Erection of Staging. To include the setting up of the PA system.	Those who are carrying out the work and members of the public	Falls; Damage to local amenities; Collapse of the staging; electrocution. Low risk	Use of personnel who have dealt with this event in the past with proven track record. Structure suitably constructed and reinforced and tested prior to event	Staging - weight tested	Need for a newly designed 'lever' for switch-on and a raised platform for the child who is 'Switching on' the lights.
	The numbers attending the event. On the chestnut tree mound. On the staging and in the immediate vicinity of the event.	The event goers, members of the public. In particular the children involved in the event on the mound	Falls; Overcrowding; Low risk	Control of numbers allowed onto to the mound. The area on the mound and in the vicinity Will be supervised by marshals in Hi-viz jackets. Also police personnel involved. First aiders on hand	Use of some 'soft' fencing and supervision on mound by marshals and primary school staff along with parents.	The edge of the mound before the lights are switched on is in shadow and there is the possibility of people falling from the mound onto the pavement . Children are at particular risk. Requires some form of visible barrier to prevent falls. This is more pronounced on the bus-shelter side of the mound
	Public Area. The event takes place on the High Street with Bus Stop adjacent to the Chestnut Tree mound.	Members of the public and those who are attending the event. Vehicles using the road during the event	Danger to public not involved in the event. Disruption of the bus service. Low risk	Involvement of police and PCSO's along with marshals to supervise and monitor. First aiders on hand	Use of personnel previously mentioned and the deployment of strategically placed bollards.	
	Stall holders. Setting up	Stall holders and members of the public	Risk to stall holders and public whilst setting up. Damage to other amenities. Low risk	Ask stall holders what equipment they will be bringing to the event and what procedures they have in place to deal with issues that might arise.	Request written information from stall holders regarding procedures	
	Supervision of children and adults as Santa arrives and at his Grotto	Children and parents and other event goers	Danger from traffic; large crowds; Separation of children from parents. Low risk	Supervision of children. First aiders on hand	Marshalls and parents along with staff from Primary school	
	Erection of displays at other events.	Those carrying out the work and members of the public	Falls; electrocution; falling equipment. Low risk	Qualified personnel from CW&C to carry out work. Public protected from cables and equipment.	Electrical installations to be tested and protected with appropriate equipment	