



NORTHAMPTONSHIRE EVENT SAFETY PARTNERSHIP

RISK MATRIX – EVENT SAFETY

1. Purpose

This risk matrix has been produced to allow organisers of events in Northamptonshire to evaluate risk against agreed criteria and identify into which of three risk categories the event will be allocated. For each risk category, a control standard will be allocated.

2. Criteria

The criteria suggested have been selected as indicators of the degree of risk to health and safety of those who may be affected by the event, including participants, spectators and members of the public. The criteria involve consideration of both the risk of harm, the extent of control and the availability of emergency response. The criteria are allocated and outlined in table one.

3. Evaluation

Each of the criteria proposed has been allocated a score. The total score of all relevant factors should be added and compared to the threshold set for high, medium, and low risk events. For multi-site or multi-activity events, organisers should use the likely worst-case scenario for the event as a whole when considering the scores. Very large events which may involve many activities over many sites or over many days are best considered as individual events, with the organisers ensuring that appropriate control and co-ordination is achieved across the entire event.

4. Scoring

The total score obtained from the table should be compared to the following threshold to determine the relevant risk category:

0 – 20	LOW RISK
21 – 30	MEDIUM RISK
31 +	HIGH RISK

5. Action

Where events are subject to health and safety law, the actions given below are mandatory. For those not subject to that law, the actions illustrate good practice and are recommended.

For events posing a **HIGH RISK**, the guidance included in the Health and Safety Executive’s publication “The Event Safety Guide” (reference HSG 195) and the publication “Event Organisers Handbook” should be implemented in full.

For events posing a **MEDIUM RISK**, the guidance contained in the publication “Event Organisers Handbook” should be implemented in full. It is strongly recommended that the Health and Safety Executive’s publication “The Event Safety Guide” (reference HSG 195) be considered during the planning process.

For events posing a **LOW RISK**, the guidance contained in the publication “Event Organisers Handbook” should be considered. It is strongly recommended that the Health and Safety Executive’s publication “The Event Safety Guide” (reference HSG 195) be considered during the planning process. It should be noted that whilst this matrix and assessment of risk doesn’t replace the duty to carry out a risk assessment under health and safety legislation (where work activity takes place), it can be used to compliment such assessments and will help to deliver the various duties of care contained in the Health and Safety at Work etc Act 1974.

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TABLE 1 – EVENT RISK MATRIX

Factor	Details	Value	Score
Event Nature	State Occasion / VIP Visits	1	
	Classical / Folk / Theatrical Performance	1	
	Athletics and Sport	1	
	Fetes / Fund Raisers	1	
	Pop / Rock / Dance events	2	
	Agricultural Show	2	
	Parades and Carnivals	2	
	Fireworks Display	2	
	Aviation Sport and Display	3	
	Motor Sport and Display	3	
	Marine / Waterway Events	3	
	Celebrations and Parties	3	
	Event Venue	Indoor	1
Arena / Stadium		2	
Outdoor, defined boundaries		3	
Outdoor. Widespread / street		4	
Expected Numbers	<500	1	
	500 – 1,000	2	
	1,000 – 3,000	3	
	3,000 – 4,000	4	
	5,000 – 10,000	5	
	> 10,000 plus	10	
Audience accommodation	All seated	1	
	Mixed (at least 50% seated)	2	
	Standing	3	
Audience age and profile	Full mix, in family groups	1	
	Full mix, not in family groups	2	
	Predominately adults	3	
	Predominately children and young persons	4	
	Predominately elderly	4	
	Conflict / Rival factions	5	
Additional Factors	Spring / Autumn timing	1	
	Queuing over one hour	1	
	Parking on site	1	
	Livestock	1	
	Winter / Summer timing	2	
	Temporary structures	2	
	Bouncy castle / sideshow	2	
	Onsite catering	2	
	Overnight camping	3	
	Traffic movement in crowd area	3	
	Helicopter operations	4	
	Dangerous goods storage and use	4	
	Funfair rides	4	
Alcohol available	5		
Distance from major A & E facility	Under 5 miles	1	
	5 – 10 miles	2	
	Over 10 miles	3	
Distance from fire station	Under 3 miles	1	
	3 – 5 miles	2	
	Over 5 miles	3	
		Total	