

TILT21 FESTIVAL (Outdoor Programme), 158 Fazeley Street, Birmingham B5 5RT: Participants & Audience 16-18 July 2021

RISK ASSESSMENT including Covid19 measures

KEY

SR = Severity Rating (1 lowest – 5 highest)

L = Likelihood (1 lowest – 5 highest)

TILT Team:

Kim Wildborne, Director (KW), Milan Govedarica Event Manager (MG), Lorna Meehan Coordinator (LM), Liam Walsh Production Manager (LW), Richard Gillett Technical Manager (RG), Paul Standing General Manager (PS), Adrian Wildborne Coordinator (AW)

Event Manager: Milan Govedarica (MG)

Production Manager: Liam Walsh (LW)

| Ref. No | Hazard | To Who | SR | L | Action | Responsible |
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| AUDIENCE MANAGEMENT | | | | | | |
| 1. | COVID 19 Transmission amongst audience & staff | i The Public ii Staff / performers | 3 | 4 | <ul style="list-style-type: none"> 🚪 Outdoor space is open air, and any enclosed spaces to have open doors and windows throughout, only to be closed upon evacuation in event of a fire. 🚪 Audience and staff screened appropriately on arrival for signs of infection (temperature and / or verbal questioning), including any potential exposure to infection such as persons displaying symptoms or testing positive for covid-19. 🚪 Clearly defined queuing and viewing area for audience, using border tape and cones and / or floor markings. Any social distancing requirements will be highlighted using signage and floor markings. | Event Manager Production Manager General Manager Stewards Certified First Aider |

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| | | | | | <ul style="list-style-type: none">📋 Wherever possible footfall will be one way, and doors will be either entrance or exit.📋 Technical rehearsals and set-up to be staggered to minimise persons within space at any one time and performers will work with their own equipment only.📋 Establish physical perimeter around area, within which Covid19 security can more easily be maintained.📋 Soap & water to be available for use along with paper hand towels and hand sanitiser, particularly on entrances and exits, and bathrooms.📋 Staff to ensure appropriate 2m social distancing observed on entering & exiting as well as throughout events through clearly marked routes of communication📋 Event Manager to ensure no overcrowding📋 Upon completion of set-up, Event Manager to establish potential pinch-points for overcrowding and ensure stewarding is adequate in those areas to enable flow of people and prevent crowding. Signage to encourage continuous flow of people to be used in these areas.📋 Assessment of area to establish bin requirement, especially where hand towels are in use. Stewards to be issued with PPE for disposal of any dropped litter. | |
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| | | | | | <ul style="list-style-type: none">🎬 Staff to ensure audience are appropriately distanced from performers throughout event through in advance marked spaces and routes🎬 Back-stage facilities to be set-up to allow adequate distancing and personnel within performance area to be restricted to only those performing or about to perform.🎬 Certified First Aider on site at all times🎬 Stewards to marshal audience to ensure safe navigation of space.🎬 Performers to allow for appropriate social distancing at all times.🎬 Public to be encouraged to make card payments to reduce contact with cash🎬 Refreshments to be served to third party company with own Covid19 Risk Assessment🎬 Bathrooms to be inspected & cleaned 3 times per day minimum, ideally after every use, and soap / hand sanitiser levels monitored at all times for refilling (Event Manager / stewards). Waste bins also to be inspected and emptied minimum of 3 times per day or as required when full.🎬 PPE to be freely available for staff such as face masks, visors, gloves, aprons etc.🎬 Cleaning equipment to be freely available such as cleaning spray for aerial equipment, disposable / washable cloths etc. | |
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| | | | | | <ul style="list-style-type: none"> 🎬 Where personnel / visitor develops symptoms of coronavirus, person will leave immediately and thorough cleaning of all surfaces to be undertaken. Those in contact with infected person must isolate for the required period and be tested accordingly. No person should return until completion of isolation and negative tests. Contact details for tracing have been collected at time of booking. | |
| 2. | Maintaining Public Order | The public | 4 | 2 | <ul style="list-style-type: none"> 🎬 Certified first aider on site 🎬 Performers to be briefed on possible safety risks and precautions 🎬 staff will be identifiable with t-shirts to be able to direct audience members towards first aid point and during emergency situations 🎬 Staff and / or public to wear PPE in line with current government advice 🎬 Order and social distancing to be maintained during emergency situations through clear signposting, walkways defined using tape barriers | <p style="text-align: center;">Event Manager Production Manager Stewards Certified First Aider</p> |
| 3. | Disorderly Behaviour | Public, staff and performers | 3 | 2 | <ul style="list-style-type: none"> 🎬 Event Manager to monitor crowd for escalation of disorderly behaviour 🎬 Stewards to verbally advise anyone in breach of social distancing guidelines, escalating this to Event Manager where non-compliance continues; those in breach to be removed if necessary. 🎬 Police to be contacted in event of breach of public order | <p style="text-align: center;">Event Manager Stewards</p> |

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| 4. | Emergency Evacuation/terror threat | Public, staff and performers | 5 | 1 | <ul style="list-style-type: none"> 📋 Evacuation to remain in line with rules on social distancing in event of terror threat 📋 Stewards briefed to follow emergency procedures 📋 Evacuation assembly points in event of terror threat to be discussed verbally on the day (different from fire assembly point) 📋 Steward briefing to cover any potential threat or hazard to be reported to Event Manager 📋 Event Manager to determine action e.g. evacuate &/or contact emergency services 📋 Stewards evacuate site via access point furthest away from the threat 📋 Staff assembly point to be different from public 📋 Visiting companies to have their own assembly point shared with Event Manager 📋 social distancing rules to be followed throughout 📋 Police will be informed about event | Event Manager Stewards Police/Ambulance take over responsibility |
| 5. | Lost Children | Children | 5 | 1 | <ul style="list-style-type: none"> 📋 Paid staff members will all hold current Enhanced DBS Certificate, details held by Event Manager 📋 Stewards briefed on day with location of lost child point 📋 Staff to take all reasonable steps to maintain social distancing when dealing with lost children, will wear PPE where necessary. 📋 If a parent /guardian not located within 30 minutes, Enhanced DBS staff will | Stewards. Event Manager, Police service to take over |

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| | | | | | contact Emergency Services for Police support. | |
| 6. | Traffic Related Harm | Public, Staff, Performers | 5 | 2 | TILT Festival Team will clearly mark using tape and traffic cones, routes in and out for the vehicles and for pedestrians, keeping the two separate at all times. Stewards will control the entrance and the flow of people (maintaining the 2m distance) as well as that of vehicles. First Aider on sight. | Event Manager, Production Manager |
| 7. | General harm | Public, staff and performers | 3 | 1 | <ul style="list-style-type: none"> 🚧 Public will be kept at a safe distance where necessary from other members of public, staff and performers 🚧 Any drinks and refreshment served by external company with own Covid19 risk assessment 🚧 Certified First Aider on site 🚧 Hand sanitiser and appropriate surface cleaning products to be readily available at all times, particularly at entrances & exits | Event Manager Stewards Certified First Aider |
| GENERAL TECHNICAL | | | | | | |
| | Aerial Performers | Performers, staff and public | 5 | 1 | <ul style="list-style-type: none"> 🚧 Visiting performers will perform on own personal equipment, or appropriately sanitised RoguePlay equipment. Any equipment used throughout event to be sanitised using spray at end of event or before use by another performer (whichever comes first) | Events Manager, Production Manager, Stewards |

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| | | | | | <ul style="list-style-type: none"> 🎬 Stewards and performers to test the route / ground prior to performances for any obstacles, cracks in the ground and any low-lying cables to ensure effective social distancing is possible throughout. 🎬 stewards to maintain clear evacuation routes throughout performance | |
| ENVIRONMENT AND PUBLIC HEALTH | | | | | | |
| | Slips, trips and falls | Public, staff and performers | 3 | 3 | <ul style="list-style-type: none"> 🎬 Staff to be briefed to be vigilant to spot trip hazards and either report or remove them 🎬 All Stewards briefed to be vigilant regarding trip hazards 🎬 Where accidents occur all staff in attendance to take all reasonable steps to maintain social distance and will wear appropriate PPE | Event Manager, Production Manager, Stewards |
| | Noise levels | Public, staff and performers | 3 | 3 | <ul style="list-style-type: none"> 🎬 Ensure that sound pressure is below 107 dBa | Events Manager, Production Manager |
| | Bad weather | Public, staff and performers | 3 | 4 | <ul style="list-style-type: none"> 🎬 In the event of adverse weather (high winds, rain, thunder etc) performances will likely be cancelled. 🎬 Event manager will assess weather throughout the performance and liaise with staff to appraise them of risk of cancellation or termination. 🎬 Event Manager will terminate the performance in the event of adverse weather | Event Manager Production Manager |

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| | | | | | <ul style="list-style-type: none"> 🎬 Performers in the event of becoming unsafe whilst in the air will come to the ground and advise Event Manager | |
| | Waste Management | Public, staff and performers | 2 | 4 | <ul style="list-style-type: none"> 🎬 Any waste left after the performances to be cleared from site after the event 🎬 PPE and litter picking equipment will be available to avoid hand contact with waste. | Production Manager Event Manager Stewards |

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| SIGNED | Milan Govedarica, Event Manager |
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