

Risk Assessment for Colwall Orchard Group Wassail - 2024

Date 08-Jan-24

Prepared by: Clive Killick
 Date:
 Review date: Annual
 Reviewed by:
 Next review due:

This risk assessment includes all the risks that were identified for the "full scale" Wassail of 2020.

In 2023 the following risk based activities were removed; COG catering in APS, Juggler, Ticketing

Items in the risk assessment that do not apply to 2024 have been Greyed-out

RISK	Increasing likelihood →			Level of Risk	Action	
	1	2	3			
Inc. severity ↓	1	1	2	3	1-2	Low risk: no further action
	2	2	4	6	3-4	Medium risk: ensure compliance with guidance notes and Safe Ways of Working (SWOW)
	3	3	6	9	6-9	Risk unacceptable: modify procedures to reduce risk

	Step 1 Significant risks, hazards and potential impacts	Step 2 Assess risk (likelihood x severity)	Step 3 Mitigation: Existing controls	Step 4 Residual risk (likelihood x severity)	Step 5 Further action needed (by whom and when)
Pre-Event Planning	Risks not fully assessed and mitigation plans are inadequate leading to accidents and/or incidents which could be avoided and lead to legal proceedings if an incident occurred.	9 (3x3)	Revisit professional advice from Herefordshire Events Safety Advisory Group. Prepare/review and amend Risk Assessments, Emergency Action Plan, all relevant SWOW and Guidance to support event. Seek review and approval of Wassail Working Group by Week-7.	1 (1x1)	
	Insurance policy does not cover the event activities or location leading to financial loss if something happened.	9 (3x3)	Check insurance cover by Week-7 and amend insurance cover or event planning if necessary.	1 (1x1)	New insurance policy agreed after 2023 event. The only issue was the fire which needs to be 100m from any habitable building. The 2023 (same in 2024) location is agreed with the insurers.
	Event is not licensed leading to legal proceedings.	9 (3x3)	Check licenses and permissions are in place and specifically apply for a Temporary Events Notice by Week-6 and confirm the food and alcohol suppliers confirm they are complying with legislation.	1 (1x1)	An alcohol licence will be required for the sale of Alcohol but the Royal Legion will be providing this. Looking at the other general guidance issued by Herefordshire Council we need a Temporary Events Notice (TEN) for the sale of food and alcohol. This was obtained in January. As we are not providing the food or alcohol then we need to have some written confirmation that any supplier is conforming with all the relevant legislation. They were approached in January.
	Covid numbers increase leading to unacceptable risk of holding the event.	9 (3x3)	Follow Government guidance. Cancel event if necessary. Ticket sales postponed until Week-6 earliest to reduce risk of needing to refund tickets purchased.	4 (2x2)	Covid numbers are indeed increasing in December 23 but there is no Government advice on outside or inside gatherings. The situation will be monitored up till the date of the event.
	Insufficient volunteers to support event leading to key roles not adequately covered and volunteer stress.	6 (2x3)	Confirm all key roles and numbers of helpers required by Week-6. Request helpers by Week-6. Confirm individuals taking on all key roles by Week-6. Cancel event if key roles cannot be filled by Week-4.	1 (1x1)	Completed list of volunteers in January.
	Participants are not aware of the type of event, site conditions, toilet facilities, parking arrangements, location of event leading to people arriving not dressed for weather and conditions; not finding the event; being unprepared for limited toilet facilities.	4 (2x2)	Prepare useful information and seek approval of WWG by Week-7. Pre-event information to include information about: • No parking at site • Route to walk to site and distance and time it will take • Conditions on site • How to request further information if you have special requirements	1 (1x1)	Script for attendees email and MoC announcements at The Crescent and Lugge Mill includes things like Parking, description of the procession route, any hazards for less able people and distance/time to travel, lost children/valuables procedure, emergency action plan,
	Event attracts too many people leading to accidents/incidents and legal proceedings and invalid insurance if something happened.	9 (3x3)	A maximum of 499 adults/children attending including all volunteers, catering contractors and entertainers. Promotion to be adjusted according to tickets sold in weeks leading to the event.	1 (1x1)	The limit of 499 includes volunteers and people working on food/alcohol not just the guests. Expected maximum attendance in 2024 = 250
	Online ticket sales system fails leading to lack of ability to monitor and manage numbers attending.	9 (3x3)	Test ticket sales system by Week-6. Refine and/or amend as necessary	2 (1x1)	

Ticket sales are low leading to lack of atmosphere and reduced funds raised or a financial loss.	6 (3x2)	Ticket sales monitored. Promotion to be adjusted according to tickets sold in weeks leading to the event. Accept that there will be fewer people with disappointment at loss of street procession. Aim to compensate with ceremony drama	2 (2x1)	
Rain and bad weather before the event leading to very slippery ground and difficulty in bringing concession (bar/pig roast) equipment onto site	6 (3x2)	Hay will be used in the areas where people walk most and around the bridge. Attendees will be advised to wear appropriate footwear. Concession operators will be advised of likely conditions and wet-weather plans made if required.	3 (3x1)	One week before event, volunteers will clear paths and lay hay in critical areas to minimise slippery conditions. Discussions will be held with concessions and a wet weather plan will be in place if needed
Site preparations including: • carrying + erecting gazebos • use of ladders to install decorations to gazebos and Apple Packing Shed (APS) leading to falls etc • lifting and moving items • things falling from shelves in APS • site conditions leading to trips and slips	9 (3x3)	A maximum of 499 adults/children attending including all volunteers, catering contractors and entertainers. Promotion to be adjusted according to tickets sold in weeks leading to the event.	2 (2x1)	Reduced scope for Luggs Mill. Numbers limited to about 250 for 2024

Procession to the Site	2020 route along roads Walk to site, partially along narrow lane, approx 1 mile from centre of village leading to pedestrians injured by moving vehicles on the road,	3 (1x3)	Pre-event information by Week-6 to a) install 'Event Slow' signs on Old Church Road and Old Church Lane; b) provide directions/map to the site along Stone Drive and Old Church Lane; c) explain distance to walk to reach site; d) Participants advised to bring torches; e) Reflective arrows installed on lamp-posts along return route for pedestrians walking to and returning from the site. Need to update all mitigations for the procession route and fallback plan	1 (1x1)	Not Applicable for new route
	2023+ route along footpaths across fields with a small section at the start along public roads Walk to site, across fields along footpaths with route lighting, approx 1 mile from centre of village potential slip hazards and exhaustion in bad weather,	3 (1x3)	Pre-event information by Week-6 to a) provide directions/map to the site along footpaths with a small section at the start on public roads; b) explain distance to walk to reach site; c) Participants advised to bring torches; d) Ensure adequate lighting is available and very slippery areas are covered by hay		The procession route will be as per last year 2023. Also a fallback route is required for wet weather and for anybody who does not want to process. The proposed route is mainly off road. There is a bit of public highway at the start and this will have to be managed accordingly by shepherding people in small groups. Severe wet weather will result in cancellation /postponement
	People getting lost/not finding the site,	4 (2x2)	People using the nominated procession route will be covered by above People who chose not to process will be covered by the fallback instructions	1 (1x1)	See action on procession and fallback position
	Fatigue for young and older participants.	3 (3x1)	This risk to be covered in the Pre-event position and instructions for people who do not wish to use the procession route	1 (1x1)	See action on procession and fallback position People not wanting to walk to the orchard could access the orchard via the main Luggs mill entrance on Old Church Lane, where there is limited parking for people with very limited mobility. Specific individuals who request support will be advised of this option.
	Lack of light or obstacles in path leading to accidents / injury	3 (3x1)	This risk to be covered in the Pre-event position and instructions for people who do not wish to use the procession route	1 (1x1)	See action on procession and fallback position As above

Spread of fire due to the failure of the wood burning stove and chimney in Orchard Room of Apple Packing Shed.	2 (1x2)	The stove was fitted in 2016, to current Building Regulations. It has a fully lined chimney. The stove is mounted on a tiled plinth, backed by fire resistant boarding.	2 (1x2)	
Spread of fire from the inappropriate use of the wood burning stove in Orchard Room of Apple Packing Shed.	6 (2x3)	A set of instructions for safe use of the woodburning stove are located adjacent to the woodburning stove. The stove is only lit and supervised by Trustees of COG, who are familiar with its operation. The fire is fitted with a thermometer to allow users to ensure the burn temperature is kept below 500oC. Matches and firelighters are stored in a metal box alongside the plinth to avoid accidental ignition by stray sparks. Fire gloves are provided for users of the stove to prevent burns when lighting and fuelling the fire. Once the room is warm, the use of further fuel is regulated such that it should have burnt down to ash by the end of the event. The safety of the stove is always checked prior to leaving and locking up the room.	3 (1x3)	
Spread of fire from the cooker in Orchard Room of Apple Packing Shed.	6 (2x3)	The kitchen area includes a built in domestic oven with integral ceramic hob. A written user sheet and instructions are attached to the wall above the stove to ensure that the electric switch supplying the hob is not turned off until the warning lights have gone out.	3 (1x3)	
Fire due to electrical wiring failure	6 (2x3)	The wiring was all fitted by a qualified electrician, to current standards. The main risk derives from the possible damage to the wiring by rodents in the Apple Packing Shed section (the Orchard Room is rodent proof). The wiring in the Apple Packing Shed is mounted high on the walls to minimise the risk of rodent damage, whilst the wiring in the Orchard Room is supplied via external trunking, such that damage would be highly visible.	3 (1x3)	
Faults in electrical equipment	2 (1x2)	Electrical equipment in use in the Apple Packing Shed includes domestic appliances such as kettles, vacuums etc., and also larger items such as a desiccator and honey spinner. All electrical items are PAT tested annually.	2 (1x2)	

Fire Risks

Caterer's equipment: risk of fire during use	2 (1x3)	Caterer's will be asked to provide a SWOW document for their equipment. If the Caterer's equipment is electrical, evidence of PAT testing must be supplied. Caterers will be responsible for managing their catering equipment during the duration of the event. Caterers will operate in the main food/drink area which will be supervised by a team of two fire marshals stationed by the bonfire whilst it is lit. They will be provided with buckets of water, fire extinguishers and first aid rucksacks to include fire blankets.	2 (1x2)	
Fire performer (Jimmy Juggle): Uncontrolled fire leading to fire damage, burns, noxious fumes.	9 (3x3)	A 3m space is created between audience and the performer on a non flammable, non slippery surface, in a well ventilated area with adequate safety equipment. Fire equipment and fuel waiting to be used is also secured three metres from audience and maintained at the minimum amount required for the performance.1 (1 x 1)	1 (1x1)	
Fire performer (Jimmy Juggle): Equipment/costume failures leading to burns, broken bones, bruises cuts and grazes.	6 (2x3)	Equipment and costumes are maintained to a high standard. Visual checks are carried out before each and every performance with special regard to all joints, fixtures and fastenings.	1 (1x1)	
Bonfire: General risks	6 (2x3)	The bonfire will be managed according to COG's SWOW document for use of the bonfire.	3 (1x3)	There will be a bonfire at Lugs Mill, it will be a smaller than usual as people will not be staying at the site therefore the bonfire does not have to last long. Two bonfire marshalls (Martin & Sue Blamire) will be there whilst it is burning CK will also attend throughout and fire marshalls will focus on bonfire risk as well as torches.
Bonfire: risk of bonfire being lit before the event.	4 (2x2)	The bonfire will be built on the day of the event. 'Keep Off' notices to be displayed.	2 (1x2)	Bonfire built a few days before event. It will be covered to keep it dry and will be visible from Lindsay's house.
Bonfire: Risk of people falling into bonfire leading to burn injuries.	9 (3x3)	People will be kept a safe distance away from the bonfire throughout the duration of the event. There will be a team of two fire marshals stationed by the bonfire whilst it is lit. They will be provided with buckets of water and first aid rucksacks to include fire blankets.	4 (2x2)	Hazard Manager (CK) and bonfire/fire marshalls will be in attendance whilst bonfire is lit.
Bonfire: Risk of stray sparks igniting rubbish leading to fire.	3 (1x3)	The bonfire will not be lit on a very windy evening. Containers for rubbish will be sited a safe distance away from the bonfire. The site will be cleared of any general rubbish or non-essential flammable material before the event. There will be one team of two fire marshalls stationed by the bonfire whilst it is lit. They will be provided with buckets of water and first aid rucksacks to include fire blankets.	1 (1x1)	There shouldnt be any combustible matter in Luggs Mill Orchard. Loose brush will be collected before the event.
Bonfire: Risk of stray sparks igniting peoples' clothing or hair leading to burn injuries.	6 (2x3)	People will be kept a safe distance away from the bonfire. The bonfire will not be lit on a very windy evening. There will be one team of two fire marshalls stationed by the bonfire whilst it is lit. They will be provided with buckets of water and first aid rucksacks to include fire blankets.	2 (1x2)	Hazard Manager (CK) and bonfire/fire marshalls will be in attendance whilst bonfire is lit.
Bonfire: Risk of stray sparks igniting buildings, or gazebos leading to fire and burn injuries.	6 (2x3)	The bonfire will not be lit on a very windy evening. They will be provided with a buckets of water and first aid rucksacks to include fire blankets.	2 (1x2)	Hazard Manager (CK) and bonfire/fire marshalls will be in attendance whilst bonfire is lit.
Flaming Brands: Risk of fire during construction and storage before use.	3 (1x3)	The flaming brands will be the solid wax FLARE type which we will purchase. Little to no risk of ignition before event They main characters wit have the parafin soaked flaming brand type	1 (1x1)	Warning about torches included in MoC speech before procession starts. There is an experienced volunteer to manage the flaming torches risk. That person will work with CK/CB to ensure adequate mitigation for all torch risks. Fire marshalls will be stationed at key points on the procession route and on the main site to monitor torch risks.
Flaming Brands: risk of ignition by accidental or deliberate means immediately before use.	3 (1x3)	The flaming brands will be the solid wax type FLARE which we will purchase. Little to no risk of ignition before event	1 (1x1)	Warning about torches included in MoC speech before procession starts. There is an experienced volunteer to manage the flaming torches risk. That person will work with CK/CB to ensure adequate mitigation for all torch risks. Fire marshalls will be stationed at key points on the procession route and on the main site to monitor torch risks.
Flaming Brands: Risk of igniting people's clothing or hair	6 (2x3)	Flares will be lit by COG volunteers in a quiet location away from visitors. COG volunteers holding flares will not be allowed to carry anything else. Flares will be carried during the procession. Flaming brands will be extinguished in a metal dustbin filled with water at the end of the ceremony whilst still in the orchard. The location where flaming brands are ignited and extinguished will be supervised by a pair of fire marshalls with a bucket of water and first aid rucksacks to include fire blankets.	1 (1x1)	Warning about torches included in MoC speech before procession starts. There is an experienced volunteer to manage the flaming torches risk. That person will work with CK/CB to ensure adequate mitigation for all torch risks. Fire marshalls will be stationed at key points on the procession route and on the main site to monitor torch risks.

Processionary torches: risk of ignition by accidental or deliberate means immediately before use.	6 (2x3)	After processionary torches have been issued surplus, unused stock will be returned to the Apple Packing Shed for secure storage.	1 (1x1)	Warning about torches included in MoC speech before procession starts. There is an experienced volunteer to manage the flaming torches risk. That person will work with CK/CB to ensure adequate mitigation for all torch risks. Fire marshals will be stationed at key points on the procession route and on the main site to monitor torch risks.
Processionary torches: Risk of igniting people's clothing or hair.	9 (3x3)	Safe use of processionary torches will be part of the Health and Safety Guidance briefing to visitors at the start of the event. Processionary torches will be lit by trained COG volunteers. Processionary torches will only be carried by adults who have had instruction in their use. Processionary torches will only be used in the main community orchard and will not be brought back to the main communal areas by the Apple Packing Shed. Processionary torches will be extinguished in a metal dustbin filled with water whilst still in the orchard. The location where processionary torches are ignited and extinguished will be supervised by a pair of fire marshals with a bucket of water and first aid rucksacks to include fire blankets.	4 (2x2)	Warning about torches included in MoC speech before procession starts. There is an experienced volunteer to manage the flaming torches risk. That person will work with CK/CB to ensure adequate mitigation for all torch risks. Fire marshals will be stationed at key points on the procession route and on the main site to monitor torch risks.
Processionary torches: risk of being discarded on the ground in the orchard.	3 (1x3)	Provide instruction on safe disposal when handing out torches. Provide a team of two fire marshals for the main ceremony in the orchard to supervise safe use of torches. Provide fire marshals with gauntlets for retrieval of discarded processionary torches.	1 (1x1)	Warning about torches included in MoC speech before procession starts. There is an experienced volunteer to manage the flaming torches risk. That person will work with CK/CB to ensure adequate mitigation for all torch risks. Fire marshals will be stationed at key points on the procession route and on the main site to monitor torch risks.
Processionary torches: risk of being taken out of orchard.	6 (2x3)	Provide stewards at the three gates leading out of the orchard to ensure that no-one leaves the orchard with an ignited processionary torch.	1 (1x1)	Warning about torches included in MoC speech before procession starts. There is an experienced volunteer to manage the flaming torches risk. That person will work with CK/CB to ensure adequate mitigation for all torch risks. Fire marshals will be stationed at key points on the procession route and on the main site to monitor torch risks.
Smokers: risk of discarded matches or cigarette butts igniting straw laid on the ground.	6 (2x3)	The only areas where straw will be laid on the ground (if the site is very wet) will be in areas where there is high foot traffic The straw will be damped down to eliminate the chance of it catching fire. This area will be supervised by a pair of fire marshals with a bucket of water and first aid rucksacks to include fire blankets.	1 (1x1)	Fire fighting people/materials are nominated and available. Additional fire fighting materials to be provided in PA tent.
Smokers: risk of cigarettes setting fire to Apple Packing Shed or composting toilet.	6 (2x3)	APS will not be used	1 (1x1)	
Fire pit: risk of unintended ignition of materials by deliberate or accidental means.	3 (1x3)	No Fire pit at Luggs Mill	1 (1x1)	
Rubbish: risk of unintended ignition of materials by deliberate or accidental means.	3 (1x3)	There should not be any rubbish to catch fire	1 (1x1)	Rubbish bins are available
Use of fireworks leading to possible misfiring, misdirection or other failure – leading to risk of burns to operator, spectators and adjacent property.	6 (2x3)	There will be one rocket firework	1 (1x1)	Tim Dixon to light and aim away from Luggs Mill. He has done this for all COG wassails
Use of shotgun and smoke bomb in celebration	6 (2x3)	There will be one firing of shotgun and one smoke bomb. The shotgun firer (John Bishop) is very experienced and has the appropriate certificate. The smoke bomb is a theatrical design and low-hazard. It will be used in the performance area away from the public	1 (1x1)	
Windy weather leading to bonfire embers blowing and igniting tents, sheds, etc;	6 (2x3)	There will be no bonfire if windy	3 (1x3)	

Electricity circuits and lighting Power surge leading to failure of electricity supply;	4 (2x2)	Loading of electrics calculated and within limits of the supply capacity. Electrical equipment PAT tested in advance of event. PA and catering concessions will use battery power	1 (1x1)	Everything is battery operated or uses a dedicated generator provided by RL or COG. The COG one is PAT tested. No mains voltage cables are required from Brookmead
Ticket collection People turning up without tickets leading to disappointment and disruption	6 (3x2)	Not a ticketed event. Invitees only with RSVP to get an idea of numbers	2 (1x2)	All people invited with a email/printable ticket
Ticket collection People finding other ways onto the site without tickets leading to more people at event than we are allowed.	6 (2x3)	Have sufficient ticket collectors to cover all entry points.N/A	3 (1x3)	

Event Risks

<p>Parking No parking on the site leading to congestion and bad parking at other places in Colwall.</p>	6 (3x2)	<p>Pre-event information to</p> <ul style="list-style-type: none"> • encourage people to walk if they live close, travel by train or bus to Colwall, or if not possible to car share; • Stress that there is no parking on site or on the roads leading to the site; • Request 'No parking' signs in Old Church Road. 	2 (1x2)	No parking on site. Access for mobility limited people will be managed by volunteers.
<p>Toilet facilities One toilet cubicle and on Urinal set. Cubicle should be disabled friendly .</p>	6 (3x2)	Inform all attending about the lack of toilet facilities via invitation information provided.	4 (2x2)	
<p>Weather conditions Windy weather leading to unsafe conditions or people of for gazebos and therefore no cover for refreshments;</p>	4 (2x2)	Assess weather conditions. If event runs in poor weather conditions First Aiders and Event Safety Officer to be alert to potential for slips and falls and mitigate to avoid and prepare to react accordingly.	1 (1x1)	
<p>Weather conditions Wet or icy conditions leading to slips and cuts, abrasions, lacerations, puncture wounds, fractures, twists, sprains and strains;</p>	6 (3x2)	Straw to be added to ground in slippy areas and dampened to avoid fire risk.	2 (1x2)	
<p>Weather conditions Cold or icy conditions leading to hyperthermia</p>	3 (1x3)	First aiders to be alert for such an occurrence.	2 (1x2)	
<p>Weather conditions Bad weather preventing volunteers and visitors attending leading to cancellation and financial loss.</p>	4 (2x2)	Event to be cancelled if weather conditions are severe so that volunteers and visitors would struggle to attend. Cancellation Policy: Assess weather conditions and make final decision by ?. Notify all online bookings by email.	1 (1x1)	
<p>Food related risks Risk of food poisoning and allergic reaction</p>	9 (3x3)	<p>Hill top farm staff preparing and serving food to follow SWOW for event catering. Allergy sheets completed for all food prepared by providers and full list of ingredients collected too. Allergy advice to be made available. Warm food to be heated sufficiently (63oc) and served safely. Professional caterers to have hygiene certificates displayed.</p>	3 (1x3)	
<p>Drink related risks Serving alcohol to under 18s leading to legal proceedings</p>	4 (2x2)	The Legion is responsible for this?	3 (1x3)	
<p>Drink related risks Excessive alcohol consumption leading to wide range of injuries and anti social behaviour.</p>	6 (2x3)	Bar staff and lead volunteers to be alert to anyone intoxicated, not able to walk, or violent/anti-social behaviour, and to take supportive remedial action.	2 (2x1)	
<p>Drink related risks Burns from mulled drinks</p>	4 (2x2)	Drinks etc will be served at max of 70oc as monitored by thermostat on pasteuriser.	2 (1x2)	
<p>Procession and Ceremony in the Orchard a) Bottle neck in gates leading to crush injuries or discomfort b) Trip hazards from uneven ground and long grass - leading to various injuries; c) Bumps etc from overhanging branches post stay to telegraph pole - leading to various injuries; d) Falling into pond - leading to drowning or hypothermia.</p>	6 (2x3)	<p>a) Marshals to limit numbers entering through gate to orchard b) Volunteer party organised to check site prior to the event and remove all obvious portable hazards and fill in any serious holes and depressions. Ensure grass is cut to less than 4" high on all main paths and assembly areas. Participants advised to wear suitable footwear for conditions. c) Trees, tree guards and other hazards on route to be decorated with tea light lanterns to minimise risk of collisions. d) Route set to avoid the stream in orchard which is fenced off, and marshalled to prevent straying of participants.</p>	2 (1x2)	
<p>Use of a shot gun during the ceremony leading to injury</p>	6 (2x3)	Shot gun is fired by a person with relevant firearms certificates. The shot gun is carried by this person in gun case at all times until the point of use and is never left unattended. Spectators are arranged in a ring around the tree and kept away from the tree being Wassailed. The shot gun is shot with a blank, up in the air.	2 (1x2)	This action is closely managed and John Bishop is highly experienced, he has performed this role on several previous occasions.
<p>Medical emergencies arising from accidents and pre-existing health conditions</p>	6 (2x3)	<p>Qualified First aiders (Principal and Deputy) are on hand in case of medical emergency and all to have received briefing. Master of Ceremony to inform crowd in introduction of the Information Point to go to for First Aid. An Emergency Plan has been prepared and an Emergency Coordinator has been appointed to ensure efficient handling of any emergency that might arise.</p>	2 (1x2)	First aiders have been identified. Medical emergencies will be taken to the PA tent.
<p>Exiting site onto road Collision with cars when exiting site</p>	4 (2x2)	Marshal to be positioned at exit onto Old Church Road wish visitors well on their return home and check road for traffic.	2 (1x2)	No vehicles allowed on site
<p>Anti-social behaviour Damage to people or facilities due to drunken/ unruly behaviour</p>	4 (2x2)	The event is supervised by Safety Stewards and Fire Marshals who are briefed to look out for unruly behaviour and to intervene in a non-confrontational way if they feel safe to do so.	1 (1x1)	Volunteers recruited to cover event safety and medical response.
<p>Event Cancellation People turn up when event is cancelled</p>	4 (2x2)	Have an event cancellation plan via email .	2 (1x2)	Emergency cancellation plan discussed and prepared.
<p>External or event related cause e.g. fire, helicopter crash, heart attack, coronary</p>	3 (1x3)	<p>Emergency Action Plan in place to deal with major emergency incidents. MC to include ref to H&S in introduction to event Volunteers to all be briefed on place to congregate in an emergency.</p>	2 (1x2)	Emergency cancellation plan discussed and prepared.