

## Fire Risk Assessment – APPENDIX 2

Risk Assessment – Record of significant findings		
Risk assessment for		Assessment undertaken by
Event: <b>Tolpuddle Martyrs Online Festival</b>		Date:
Location: <b>Tolpuddle Martyrs Museum</b>		Completed by: Nigel Costley
<b>Tolpuddle, nr Dorchester, DT2 7EH</b>		Signature:
Area: <b>Martyrs' Museum grounds</b>		Use: <b>To film for an online audience a programme of musical entertainment and commentary</b>
Sheet number: 1 of 4		
Step 1 – Identify fire hazards		
Sources of ignition	Sources of fuel	Sources of oxygen
Electrical Equipment	Stage equipment tables and chairs	Air
Cigarettes	Hay if used	
Arson		
Step 2 – People at risk		
Performers, volunteers/stewards, members of the public		
Step 3 – Evaluate, remove, reduce and protect from risk		
(3.1) Evaluate the risk of the fire occurring	Low risk as all electrical equipment will be installed by qualified electricians and have the relevant certificates. The marquee will be provided with correct fire certificates from contractors and be compliant with current standards. Smoking/vaping is banned inside structures such as Marquees at the festival	
(3.2) Evaluate the risk to people from a fire starting in the premises	Fire spreading through tent. Panic in public area if fire did break out.	
(3.3) Remove and reduce the hazards that may cause a fire	Ensure all contractors, including electricians and PA company, are competent and set up electrical equipment in compliance with industry standards. Keep rubbish to a minimum. Volunteers/stewards will remind anyone smoking/vaping of the ban and ask them to leave the Marquee. Volunteers/stewards are briefed to be alert to the dangers from arson If hay is used in the event it is stored under cover well away from any source of ignition	
(3.4) Remove and reduce the risks to people from a fire.	Provide fire extinguishers at appropriate places and will consist of stage: 1 water, 1 co2, Studio tent 1 water 1 co2 Ensure all emergency fire exits are clearly signposted and lit and volunteers/stewards are on hand, and clearly identifiable, to aid the public in exiting the area.	
Assessment review		
Assessment/review date	Completed by	Signature
Review outcome (where substantial changes have occurred a new record sheet should be used)		

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Event: <b>Tolpuddle Martyrs Festival</b>		Date:
Location: <b>Tolpuddle Martyrs Museum</b>		Completed by: Nigel Costley
<b>Tolpuddle, nr Dorchester, DT2 7EH</b>		Signature:
Area: <b>Catering and bar areas</b>		Use: <b>BBQ and bar</b>
Sheet number: <b>2 of 4</b>		
<b>Step 1 – Identify fire hazards</b>		
Sources of ignition	Sources of fuel	Sources of oxygen
BBQ cooking equipment	Charcoal fire, Gas/LPG cylinders	Air
Electrical equipment	Tables and chairs	
Cigarettes	Marquees/tents	
Arson	Waste materials including veg and paper	
	Storage of alcohol in bar	
<b>Step 2 – People at risk</b>		
Catering and bar staff, stewards, members of the public		
<b>Step 3 – Evaluate, remove, reduce and protect from risk</b>		
(3.1) Evaluate the risk of the fire occurring	Medium/high risk - catering equipment involves open flames in BBQ	
(3.2) Evaluate the risk to people from a fire starting in the premises	Fire spreading through marquee. Stewards are aware on how to spot risks caused by individuals	
(3.3) Remove and reduce the hazards that may cause a fire	Ensure good housekeeping is paramount. Regular collections of waste in catering and bar areas to remove waste. No smoking/vaping in marquees but also in back bar, catering areas. Volunteers/stewards are briefed to be alert to the dangers from arson.	
(3.4) Remove and reduce the risks to people from a fire	Stewards will be available to direct people away from the area as required.	
<b>Assessment review</b>		
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Location: <b>Tolpuddle Martyrs Museum</b>		Completed by: Nigel Costley
<b>Tolpuddle, nr Dorchester, DT2 7EH</b>		Signature:
Area: <b>Camping area</b>		Use: Area for stewards and performers
Sheet number: <b>3 of 4</b>		
Step 1 – Identify fire hazards		
Sources of ignition	Sources of fuel	Sources of oxygen
Cigarettes Arson	Tents and general camping equipment. Camper vans Grass	Air
Step 2 – People at risk		
Campers, site volunteers/stewards		
Step 3 – Evaluate, remove, reduce and protect from risk		
(3.1) Evaluate the risk of the fire occurring	Potential for fire can be high if festival campsite rules are not adhered to.	
(3.2) Evaluate the risk to people from a fire starting in the premises	Fire spreading throughout tents could be lethal depending on the time of day, spread of fire and speed in which the alarm is raised, this also goes for camper vans, though this has the added risk of fuel tanks. The main problem would be a fire at night when campers are asleep.	
(3.3) Remove and reduce the hazards that may cause a fire	Grass is cut and hay removed as close to the festival date as possible. Open fires are banned from the camping areas. There will be no disposable barbecues and camping stoves. Cars and camper-vans are parked away from tents. Stewards are briefed to be alert to the dangers from arson.	
(3.4) Remove and reduce the risks to people from a fire	There will be a very small number of tents in an 11-acre field. There is easy access and egress from the campsite.	
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Location: <b>Tolpuddle Martyrs Museum</b> <b>Tolpuddle, nr Dorchester, DT2 7EH</b>		Completed by: Nigel Costley
		Signature:
Area: <b>Car Park</b> Sheet number: <b>4 of 4</b>		Use: <b>small number of cars from stewards, performers and restricted audience</b>
Step 1 – Identify fire hazards		
Sources of ignition	Sources of fuel	Sources of oxygen
Overheating car engines Arson	Cars/petrol Grass	
Step 2 – People at risk		
Site volunteers/stewards, members of the public		
Step 3 – Evaluate, remove, reduce and protect from risk		
(3.1) Evaluate the risk of the fire occurring	Cars overheating	
(3.2) Evaluate the risk to people from a fire starting in the premises	Serious to people in vehicles. Also potential for bystanders to be caught up if fuel tank explodes.	
(3.3) Remove and reduce the hazards that may cause a fire	Cars and camper vans and tents will be segregated from each other . No fires, barbecues etc. on the site. Stewards are briefed to be alert to the dangers from arson.	
(3.4) Remove and reduce the risks to people from a fire	Grass is cut and hay removed as close to the festival date as possible. 6m wide access routes for escape and to allow fire services in. Routes kept clear at all times.	
Assessment review		
Assessment/review date	Completed by	Signature
<b>Review outcome (where substantial changes have occurred a new record sheet should be used)</b>		