**Events Management: Principles & Practice, 4th Edition**

**Instructor’s Manual**

**Written by: Dr Razaq Raj and Dr Tahir Rashid**

**Chapter 8**

**Risk Management and Safety**

**Chapter Overview**

The purpose of this chapter is to develop an understanding of the key risk management assessments for event organisers. The chapter will critically evaluate how health and safety management works in practice within events and festivals. This chapter will present in the first instance the principles of risk assessment and some of the legislation that applies in different countries. The chapter will also discuss how risk management is seen by event managers as a significant systematic process to meet the health and safety standards outlined by legislation.

**Exercises and activities**

**Tips for Tutor**

1. Ask each student to read following sections from the chapter 8, before coming to class.

* Overview of Risk Assessment Process
* Risk Factors for Events and Festivals
* Event Risk Assessment Matrix
* Health and Safety

**Tips for Tutor**

It is best to begin the class by discussing and evaluating the key risk management assessment for event organisers?

Ask students to discuss in small groups the role of risk management process within events and festivals industry and challenges face by event organisers?

1. **Internet Resources**

These are internet and YouTube clips, we recommend you ask students to visit internet sites and YouTube clips and asking them to watch and read the material for classroom discussion.

**Internet resources**

* <https://www.youtube.com/watch?v=1TZWkX3KplI&t=13s>

**Do, Review, Act – Partner Elena Fry**

explains why companies should refer to this framework for avoiding incidents and ensuring compliance with the law.

* <https://www.youtube.com/watch?v=_vLpCedBCW4&t=10s>

**Health and safety at events and festivals**

In this workshop you will learn the basic principles of health & safety aspects at events and festivals. From risk assessments to first aid facilities at events and from event licensing aspects to interviews with events industry experts: this workshop is for you! This is an introduction to health and safety aspects at events and large gatherings.

Note: Please be aware that you should always check with your local authorities about health and safety regulations that are applicable to your event. Always listen to the advice from your local authorities, licensors or permit providers (and even your security company and medical services). Every event is unique: keep that in mind when you develop your event safety plan. Always ask for advice!

* <https://www.youtube.com/watch?v=mOtFbnPDWD8&t=2s>

**Safety at Outdoor Events**

Technical webinar held by the Chartered Association of Building Engineers on 13 September 2017 looking at safety at large scale and outdoor events.

All information and opinions expressed in this webinar are deemed to be correct at the time of broadcast. In addition, some of the views expressed in this broadcast may not align with those of CABE.

* <https://www.youtube.com/watch?v=6qapkTQb1hM&t=2s>

**Why Are Indoor Concerts More Dangerous Than Outdoor Events?**

Infectious disease specialist Dr. Brad Spellberg shares that it’s believed that open-air settings are less likely to result in substantial transmission because you have airflow, wind, and droplets will not be as heavily concentrated. Concerts involve singing and shouting, which is more likely to spread droplets to people making them inherently more dangerous than sporting events.

**Tips for Tutor**

* 1. Divide students into groups of four to five and instruct them to:
* Read Case Study 8.1: Solidays Annual Music Festival, Paris, France
* Ask students to discuss the risk process for major event sites and address the safety and security issues that need to be developed before the actual event?
* Ask students to discuss and highlight the potential risk of Indoor Concerts, Conferences and Expos?

Case Study 8.1: Solidays Annual Music Festival, Paris, France

Solidays music festival is an annual music festival that takes place in Paris at the end of June each year and brings together around 175,000 festival attendees and over 100 artists performing over the 3 days. The event is organised by Solidarité sida who consider a number of risk factors that may arise over the 3 days period. The main risks to be considered by the organiser with a large number of festival goers attending the event and increasing risk factors in the table 8.1 event risk matrix to look at the possible risks that may arise during the festival.

**(Insert Table 8.1)**

**Table 8.1: Event Risk Matrix for Solidays Music Festival**

The case study 8.1 shows Solidays Music Festival value risk assessment as an important document to manage the steps required to analyse risks that might occur in an outdoor music festival. The case study 8.1 also show that the organiser must take into account each risk and take measures of controls suitable to their probability of occurrence and severity.

**Tips for Tutor**

* 1. **Divide students into groups of four to five and instruct them to:**

**•** Read Case Study 8.2: The Ninth Wave, Shanghai, China

* Ask students to identify and evaluate the key hazards and risks presented by The Ninth Wave, Shanghai, China to the local community and visitors?
* Ask students to outline and explore the area of risk, especially the issues around health and safety and Emergency Planning which arise when large groups of people assemble for an event?

**Case Study** **8.2: The Ninth Wave,** **Shanghai, China**

The Ninth Wave Event is an outdoor firework show in Shanghai for the opening ceremony of the exhibition. The firework was created for the opening of Cai Guo-Qiang’s exhibition named “The ninth wave”. The ninth wave is a fireworks display, which was realized on the riverside of Shanghai Art Power Station. This artwork conceives in three chapters—Elegy, Remembrance, and Consolation—and lasts eight minutes.

The ceremonial explosion event projects an image of nature in decline. In line with the theme of the exhibition, the site-specific ephemeral work employs environmentally safe food-grade ingredients for the coloured smoke pyrotechnic effects. The sound of blasting and sky-fired cannons was accompanied by strong and gorgeous smoke, showing a shocking visual landscape. After the gorgeous and eye-catching fireworks show was completed, the smoke of the fireworks drifted with the wind, and the sights on both sides of the Huangpu River became blurred.

Audience Risk and Safety Issues at “The Ninth Wave” Event

For example, “The Ninth Wave” Event needs to take some of the following precautions during the event.

**Disabled People Areas**

A special area for disabled people has to be provided. For example, a platform can be created in order to enable them to see the show clearly.

**Safety Distance of Attendees at Fireworks**

Attendees need to be 300 meters from the place of firework to protect every individual person and avoid people being too close to the launch area. A safety distance has to be created in order to protect spectators from explosions or fire, a distance of 300 meters is required. In Shanghai, fireworks are banned in the inner city because of the pollution and risks. But the artist got a special authorisation for the event.

**Safety of Attendees from Shanghai River**

The firework show takes place on a boat and the spectators are watching it from the riverside. The river is around 500 meters wide, so is it far enough from the riverside to provide an adequate distance to protect people. But any fall can happen in the river. To prevent any major incident taking place, risk assessment needs to be carried out and safety barriers needed to be put in place to prevent people falling in the river are required by the organisers.

**First Aid / Ambulance Service / Fire Service**

An event organiser must ensure the safety of the audience at all times. They need to set up an emergency Hospital due to the nature of the event and of the number of spectators. It is a large event with high risks, therefore an emergency area is essential. The event is very high risk because it implies explosive substances. The presence of fire service is required in order to rescue people if an explosion occurs. It is essential to have a specialized team at site to control the situation in the event of a major incident. Even if the event is controlled and safe, any major risk may occur.

4. **Discussions Questions**

**Question 1**

Discuss the relevant health and safety guidance and practice and its application issues for correct application for the event and festival industry?

**Question 2**

With reference to any large outdoor event, what elements should be considered by the event organiser in order to ensure the health, safety and security of all of the stakeholders involved during these current uncertain times are meeting the risk assessment requirements?

**Question 3**

Discuss and analyse the various factors that should be considered before undertaking a risk assessment of events and festivals?