

Event health and safety

All organisers of events will require public liability insurance with a limit of indemnity of £5,000,000 per claim. All contractors and performers will also need their own public liability cover.

As part of your application, Cambridge City Council must ensure that you have considered the potential risk to your event attendees, staff and organisers and the public at large who may be in the vicinity or affected by potential dangers.

Risk assessment

It is a requirement of Regulation 3 of the Management of Health and Safety at Work Regulations 1999 that a sufficient assessment of risk is made.

In completing a risk assessment, you provide protection to everyone involved in the event. This includes everyone who is on site at the event but also provides some protection to you as the event organiser and Cambridge City Council as the land owner or manager, in case of an accident.

The risk assessment should be appropriate to the risk. This means that you must show that you have considered the potential risk to the public and can identify the steps which should be taken to protect people from harm.

The Five Steps to Risk Assessment guide [PDF] from the Health and Safety Executive contains a template risk assessment form which you can use to help make your assessment.

Depending on the size and nature of your event it may be necessary to complete a more specific or detailed assessment.

The Health and Safety Executive website contains a large amount of information and guidance on what is required for various types of events. <http://www.hse.gov.uk/>