

THE STAGEBUS

RISK ASSESSMENT: Events with The M-Stage

Business Risks Before Event Arrival

(and after leaving the site
following an event)

For transportation, the M-Stage packs up and travels as a normal vehicle, towing the operating trailer if this is required. The M-Stage is maintained to all legal requirements and checks on vehicle condition are undertaken before leaving the storage site. The M-Stage is licensed to carry 3 passengers including driver.

Risk:	Possible consequence:	Possibility:	How will we reduce this risk:	Possibility reduced to:
The M-Stage will not start	Loss of time	Low	Maintain the M-Stage. Ensure that breakdown cover is in place	Low

Breakdown	Loss of time	Medium	Maintain the M-Stage. Ensure that breakdown cover is in place.	Low
	Injury working on roadside	Medium	Follow safe working practices with appropriate Personal Protective Equipment. Seek to move the M-Stage to a safe refuge as soon as possible. Call for highways agency backup if required.	Low
Road Accident (M-Stage directly involved)	Injury: at time of accident	Medium	Driver to be competent and familiar with driving the M-Stage. Passengers to remain in safe positions for travelling at all times. First aid kit available.	Low -Medium
	Death: at time of accident	Low	Driver to be competent and familiar with driving the M-Stage. Passengers to remain in safe positions for travelling at all times.	Low
	Injury or death following accident	Medium	Move to a safe refuge if necessary, wearing high visibility clothing and Personal Protective Equipment as appropriate. Follow the instructions of the emergency services at all times.	Low

	Destruction of vehicle or Equipment	Medium	Driver to be competent and familiar with driving the M-Stage so that damage can be reduced as far as possible. Equipment to be stored and packed away securely and spares carried where appropriate. A means to locate local suppliers should this not be sufficient should be used. Suitable insurance should be in place.	Low
	Fire	Low	The vehicle and generator run on diesel so the risk is low, but ensure that all flammable materials are suitably stored. Fire extinguishers should be stored so that they are accessible and their positions made known to crew members.	Low
	Loss of time	Medium	Driver to be competent and trained in driving the M-Stage. The Event Project Manger / Driver will liaise with the emergency services and any third parties to ensure that the situation is dealt with properly and as efficiently as possible.	Low

Road Accident and/or Closure (M-Stage not directly involved)	Loss of time	High	Allow extra time when planning routes to account for unexpected delays. Listen to traffic news if possible and follow all signs and enforcement officer instructions.	Medium
	Risks to health from debris / fire etc.	Medium	All crew and driver to follow signs and instructions from law enforcement officers. Crew to make Project Manager aware of any pre-existing health conditions that may make them more vulnerable.	Low
Low Bridges	Breakdown	Medium	Check the route before setting out. Know the height of the M-Stage. Be aware of signs.	Low
Width Restrictions	Breakdown	Medium	Check the route before setting out. Know the width of the M-Stage. Be aware of signs.	Low
Getting Lost	Loss of time	Medium	Plan the route before departing. Ensure that maps, satellite navigation or similar are on board the M-Stage should any deviation from planned route be necessary.	Low

Tyre blowout	Accident	Medium	Maintain the M-Stage and ensure that breakdown cover is in place	Low
Puncture	Accident	Medium	Maintain the M-Stage and ensure that breakdown cover is in place	Low
High Winds	Instability	Medium	Check the weather forecast and make sure the driver is fully trained on how to deal with high winds, knowing what normal behaviour is for the M-Stage. Follow the instructions of enforcement officers at all times.	Low
Loose equipment	Injury	Medium	Make sure it is all strapped down and fixed in place	Low
	Equipment Destruction	Low	Make sure it is all strapped down and fixed in place.	Low

Risks on Arrival at Site

On arrival at site the crew will make contact with the Customer or other designated person to site the M-Stage. Prior to arrival, the Customer will have agreed that there is suitable access for the M-Stage

vehicle, and arranged for separate movement of the operating trailer where this is necessary. The driver will comply with all on site driving requirements such as speed limits and use of warning lights.

Risk:	Possible consequence:	Possibility:	How will we reduce this risk:	Possibility reduced to:
Manoeuvring M-Stage	Hitting obstacles / people	Medium	Travel slowly when manoeuvring. Use mirrors appropriately and have “banksmen” or stewards outside the M-Stage watching out for moving people. Where necessary utilise hazard tape, cones and or people to cordon off and warn crowds.	Low
	Lack of space	Medium	Ensure that the venue knows the size of the M-Stage and the space necessary for turning. Driver to have absolute discretion whether to attempt a manoeuvre.	Medium
Damage to soft or delicate ground	Damage to ground	Medium	Driver to judge whether there is adverse risk to the ground. Use boards or other suitable track way (customer	Low

			supplied) to create a safe route. Travel at a suitable speed to minimise damage.	
Stage stuck	M-Stage becoming stuck	Low	Ensure that tyres have sufficient tread. Driver to pre-walk any ground he feels there is a risk and to have absolute discretion whether to attempt to travel over an area. Make use of track ways and boards if necessary.	Low
Unattended vehicle	Theft of vehicle	Low	As far as possible, always leave someone with the vehicle. Otherwise ensure all doors are secured and request that any lockable exits to the site are also locked. Customer to ensure there is suitable security for the duration the M-Stage is on site.	Low
Theft	Theft of other Equipment	Medium	Equipment to be stored securely and out of sight.	Low
Damage	Damage	Medium	Customer to ensure there is suitable security for the duration the M-Stage is on site. The M-Stage should be left closed, which means that most damage should only be superficial.	Low

Performers	Slips, trips and falls	Medium	Stage has non polished surface with textured finish to aid grip. Performers to be advised to use sensible flat footwear. Edge of stage highlighted with white band. Sound engineer will help musicians control cable trip hazards and tape cables down where necessary. Use handrail when ascending stage steps	Medium
Disabled users	Slips, trips and falls exacerbated by poor vision or physical disabilities or learning difficulties. Various.	Medium	As disabilities come in many forms both visible and invisible, most will be considered on a case by case basis with the client. People who use wheelchairs are advised to book the Truck Stage as this is fitted with a lift. Discussion beforehand with the StageBus offices is important to ensure that other measures can be designed and put in place and that crew are aware and ready to assist efficiently.	Medium

Risks During Equipment Setup / Takedown

Equipment setup and takedown will be undertaken by at least two competent and trained members of crew. The working area will be clearly marked and no public access allowed until the Project Manager has declared it safe.

Risk:	Possible consequence:	Possibility:	How will we reduce this risk:	Possibility reduced to:
Opening doors	Injury	Low	Check for obstacles (including people) before opening doors.	Low
Bystanders	Injury or interference	Medium	The working area is to be kept clear of members of the public using suitable barriers and/or deployment of personnel. Any offers of help will be declined.	Low
Objects falling	Injury	Medium	Make sure that objects are put away and rigged correctly, in line with the method statement.	Low

Generator and Other plant	Injury	Medium	Generator to be kept out of the main public concourse and clearly marked. Personnel to be assigned to this area as appropriate.	Low
Lifting	Injury	Medium	Use ramps to get heavy objects on and off stage. Train crew members in correct lifting techniques. All lifts to be assessed by crew on an individual task basis.	Low
Falls from step ladders	Injury	Medium	All ladders will be regularly inspected as to their condition. Ladders will be designed for the task of heavy lifting. Ladders will only be used when necessary, and where possible be braced by another person. In all circumstances crew will ensure the stepladder is securely placed.	Low
Slips	Injury	Low	Clear away any spills when they occur	Low
Trips	Injury	Medium	Tidy things away and keep walkways clear	Low
Trips on and off the stage	Injury	Medium	Ensure that the stage is levelled and locked into position as soon as possible during setup.	Low

Power	Electric shocks	Low	The M-Stage is earthed and appropriate trips are used in the fuse box. As far as possible, the electrical circuits and cables are pre-wired.	Low
	Fire	Medium	Equipment is regularly inspected for safety, and is suitable for its intended purpose: heat proof cable and connectors are used in for all high temperature applications and waterproof IP rated connectors used where appropriate. Equipment will be positioned to avoid water which may adversely affect its function. Fire exit routes will be left at all times and crew will be aware of the positioning of fire extinguishers.	Low
Cable runs	Injury from trips and falls	Medium	Cable runs to be kept neat and tidy. Any cross site runs should be buried or suitably covered.	Low
	Loss of control from damage	Medium	Avoid any cable links in public areas as far as possible. Where this is not possible, secure the coupled	Low

			connectors with tape. Inspect the condition of cables regularly to identify any weak points. Cross site runs should be buried or suitably covered.	
Extreme weather	Damage to equipment / injury / death	Low	Only setup and takes down the stage if it safe to do so. It may be necessary to delay rigging / de-rigging.	Low

Risks Whilst Operating the Equipment

StageBus crew will operate the Equipment at all times during the performance except by prior arrangement. Should any other crew be used, such as touring sound engineers, the event Project Manager will remain in overall control and have the authority to overrule any decisions made by the crew member if it is deemed to pose risk to any person or piece of equipment. Equipment will be operated at all times within StageBus policies.

Risk:	Possible consequence:	Possibility:	How will we reduce this risk:	Possibility reduced to:
Extreme Weather	Heavy Rain	Medium	Remain vigilant during the performance of changing weather conditions. Check the condition of the roof regularly.	Low
	High winds	Medium	Do not use ladders, open speaker flaps, or set up the	Low

			stage in high winds. Remain vigilant during the performance of changing weather conditions.	
	Lightning strike	Low	The M-Stage is earthed but crew will remain vigilant during the performance of changing weather conditions.	Low
	Low Temperatures	Medium	Advise people to bring suitable clothing. Emergency blankets and similar to be carried should they be required.	Low
Members of the public offering assistance	Injury or interference	Medium	Refuse offers of help. Suitable barriers and deployment of personnel to keep members of the general public out of working areas.	Low
Theft of Equipment	Unable to continue operating	Medium	Equipment to be kept within the stage area as much as possible. Personnel encouraged to challenge anyone acting suspiciously.	Low
Slips	Injury	Medium	Clear away any spills when they occur. Limit beverages on stage to sealable bottles.	Low
Falls	Injury	Medium	Stage manager to ensure that any performer's	Low

			equipment is kept tidy and walkways remain clear.	
High noise levels	Temporary deafness	Medium	Crew will be provided with ear-plugs and warning will be given before noise levels are raised	Low
Bright lights	Temporary blindness or shock	Low	Performers to be aware that the stage is artificially lit	Low
Lighting	Epileptic reaction to strobe lighting	Medium	Strobe lighting will only be used with the approval of the Customer, who will undertake to inform the crowd by the most suitable route. Lighting controlled by crew member at all times.	Low
	Burns	Low	Position fixtures which generate high heat levels carefully. They should not be placed in any public or unattended areas.	Low
	Falling lights	Medium	All lights rigged at height will be secured by at least one additional point of security (such as a safety bond or chain) to the main fixture point or points. Performers will be warned of any unsecured fixtures on the stage floor.	Low
	Fire	Medium	Manufacturers' guidelines will be followed relating to	Low

			distances from heat sources. Remain aware during performance of any fixtures or fittings that have moved or appeared without authorisation.	
Fire	Injury	Medium	All material used on the M-Stage will be flame retardant or treated to be so. Crew will remain aware during performance of any materials which appear without authorisation (such as banners) and take steps to make them safe. Crew are also aware of the locations and operation of basic fire fighting equipment (extinguishers).	Low
Noise	Loud noises	Medium	The Customer should warn any staff members of the risks of loud noises. Sound will be kept below any level specified by the Customer or authorities. The stage manager should liaise with the performers to ensure that on stage sound levels are suitable.	Low

Crowd	Disorder	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Theft	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Stage Invasion	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Invasion of operating trailer	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Missiles	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Abuse, including racism	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Threats to crew members	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Climbing on staging / truss structure	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Interference with electrics	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
	Attempts to start or manoeuvre M-Stage	Low	The M-Stage should be electrically isolated as soon as it is sited (preventing the engine from starting).	Low

			Drivers cab should be locked.	
	Attempt to access M-Stage cab	Medium	Door is locked - non-crew members have no access.	Low
Equipment failure	Total or partial sound failure due to loss of amp	Medium	Carry spare parts on the M-Stage. Change the part if possible. Training is given to crew members.	Low
	Total sound failure due to cable interruption	Medium	Cable runs between sound desk and stage to be kept neat and tidy and covered or flown at all times.	Low
	Lighting Failure due to cable interruption	Medium	Where possible have lights default to a static but lit state.	Low
Power failure	Loss of lights or sound	Medium	Crew will source the problem and fix as soon as possible, all crew will be trained in the basics of how the power system works.	Low
	Fire	Low	Carbon Dioxide fire extinguishers are on the M-Stage.	Low
	Disorder – crowd objections	Medium	Crew to follow StageBus policy. Customer to provide security.	Low
Acts being rude, abusive or inappropriate	Arguments	Medium	Stage Manager should liaise with acts. Crew to maintain communication with the stage manager. Equipment should be set up so that	Low

			control can be maintained from the trailer, removing stage power and amplification if necessary.	
Using stage	Falling off stage	Low	Stage constructed so that it is flat and smooth. Position of steps etc. Should be marked.	Low
	Injury	Medium	Make sure stage has been constructed so it is flat and smooth. Only use proper staging blocks with non-slip services. Access the stage either through the doors or via steps of a suitable height. Steps should be tested by crew for stability before members of the public are given access.	Low
	Issues with other (non StageBus) electrical equipment	Medium	The StageBus may refuse to allow the use of any equipment they deem to be unsafe; performers are responsible for the electrical safety of their own equipment. Venue must communicate this to them. If there is a fault, have a trip switch and fire extinguishers.	Low

General Risks Relating to Crew

All crew members on site will be trained in the operation of StageBus equipment, and will have agreed to all working procedures etc. There will be at least one senior member of crew present ("the Project Manager"), who will liaise with all other crew members.

Risk:	Possible consequence:	Possibility:	How will we reduce this risk:	Possibility reduced to:
Pre-existing medical conditions	Injury / sickness	Low - High	Crew members should ensure that the Project Manager is informed of any pre-existing medical conditions and on the most appropriate course of action should they become ill. Crew members should assess all tasks on an individual basis before undertaking them.	Low
	Aggravation of existing physical injury	Low - Medium	Crew must follow StageBus policy. Crew members should assess all actions on an individual task basis.	Low

Medical Emergency	Injury / sickness	Low- High	Provide first aid treatment as soon as possible. Follow event procedures for escalating where appropriate.	Low
Exposure to loud music	Hearing Damage	Medium	Crew to be provided with ear plugs and given opportunities to work in quieter areas. Music volume should not exceed any level set by the customer or regulatory authorities, and StageBus policy should be maintained at all times.	Low
Lack of PPE / warm clothing	Injury / exposure to extreme temperatures / UV rays	Low - High	As workers are freelance, workers bring their own appropriate clothing. Clothing guidelines are issued to the crew. High visibility clothing and some spare warm clothing is kept on board the M-Stage and is provided where necessary.	Low
Refreshments	Fatigue due to hunger	Medium	Basic non-perishable food supplies kept on the M-Stage when possible. Opportunity to have at least one full meal during events lasting over 4 hours will be provided. Crew members	Low

			advised that they may wish to bring their own food	
	Dehydration	Medium	The Customer should provide “drinking water”, that being water which meets the standards set out in the Drinking Water Directive (1998).	Low
Toilets	Illness due to lack of access	Low	Customer will provide crew with access to toilets for the duration of the event.	Low
	Illness due to contamination	Medium	Customer responsible for maintaining toilet facilities. Hand wipes and similar available on the M-Stage if required.	Low
General problems	Anything	Low - High	Crew must point out any risks to manager. Common sense should be used at all times.	-

APPROVED BY Andrew Teverson, June 2024, on behalf of THE STAGE BUS LTD.