



Creative Royston Health and Safety Policy 2026

Policy Statement

Creative Royston aims to ensure that all participants of the festival and other occasional events, whether contributors or audiences, are able to enjoy the events in a safe environment. The Creative Royston Management Committee (CRMC) will take all reasonable steps, within their power, to meet its responsibilities under the Health and Safety Act 1974 and to ensure that all contributors also meet the standards required by law to operate safely.

Responsibilities of CRMC

The CRMC have overall responsibility for all aspects of health and safety at events run by the committee. Festival events run by other organisers must comply with the policy set down by the committee. Failure to comply with the policy will result in the event being cancelled and any costs incurred will be the responsibility of the event organiser and not the CRMC.

As part of our responsibility the CRMC will aim to provide guidance and advice on Health and Safety matters and raise safety consciousness amongst all contributors to the festival. One way in which we do this is to provide downloadable '[Key Documents](#)' on our website including templates for event planning and risk assessments.

The event organiser appointed by the CRMC to run our own public events such as the 'Gala In The Gardens' will liaise closely with and follow the guidance of the North Herts Safety Advisory Group. That will include liaising with the relevant authorities e.g. Fire and Rescue, Police and medical services before, during and after the festival to help ensure that our events run smoothly and with minimum risk; that all fire precautions and emergency procedures are in place, and that all personnel i.e. 'Volunteers', for each event are aware of such systems.

Creative Royston 'Volunteers' have a responsibility to exercise vigilance at events and they will be instructed to follow the look-tell-secure three-fold approach in the case of any health and safety concerns.

Look - take note of surroundings and be aware of anything which might be considered unusual or a threat.

Tell - another volunteer or a committee member, ideally the Health and Safety Officer for the event in question.

Secure - cordon off or evacuate the public from any potentially threatening situations.

All accidents/incidents at CRMC events will be recorded and investigated where appropriate unless such an investigation has been taken on or is more appropriately carried out by other regulatory authorities.

CRMC further undertake to act as a central point of contact in all Health and Safety matters for the entire festival and are registered with the Health and Safety Executive to receive email updates on important health and safety issues.

Responsibilities of other festival event organisers

It is up to individual event organisers to approach CRMC to ask for advice or assistance with health and safety matters as we do not have the human resource to be more proactive though we will aim to update event organisers with any relevant information that we receive which may affect their own events.

In return, we expect other event organisers for the festival to aim to achieve similar standards as outlined above in this policy and to provide statistics of any accidents or incidents at their events to the CRMC. This can be done in 2026 by using the email address **chair@creativeroyston.org**.

CRMC have the authority to cancel and remove any event from the festival programme if they judge that the relevant health and safety practices are not being followed and that participants may be placed in danger by unsafe behaviour and or practice. Event organisers will be consulted should any such concerns arise but, as indicated above, if an event is cancelled for health and safety reasons any costs incurred will be the responsibility of the event organiser and not the CRMC.

Policy reviewed: 6th May 2026
Next review date: by end of May 2027