



## Community Events Planning Including Risk Assessments and Health & Safety

Thursday 11<sup>th</sup> March 2021, 10.30am – 1pm

On-line using Zoom

Delivered by Mike Deegan

*In the midst of another national lockdown the thought of running Council events currently seems a long way off. However, looking with a positive approach to later this year, now is the time to start planning how your Council can once again start truly making the most of future public events and activities.*

### Essential guidance to help run more effective events.

Including;

- Establishing your Goals, objectives and target audience
- Planning Events – essential checklist for before, during and after events
- Maximising Publicity - utilising the media and effective local promotion

### The webinar will also cover necessary information on Risk Assessments and H&S for Council events.

Including;

- Identifying and evaluating potential hazards - and deciding on subsequent precautions
- How to carry out basic Risk Assessments
- Essential steps to ensure adequate Health and Safety measures

Mike Deegan has extensive experience of developing successful Community Engagement strategies with both a leading Charity and during his seven years as a Parish Councillor in Staffordshire.

**Cost: Member delegate: £30**

**Non-member delegate: £60**

**Please make your booking on-line [here](#)**

**PLEASE PLACE YOUR BOOKING THROUGH YOUR CLERK**

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