

**TTL Risk Assessment: TTL Group Meetings at members houses (e.g. Steering / GIY Group / Transition Streets), September 2016**

<b>Hazard</b>	<b>What could happen</b>	<b>Who could be hurt</b>	<b>Control</b>
Hot drinks	Burn or scald	Member of public or volunteer	These are informal meetings with small numbers of people and people will be expected to manage their hot drinks safely.
Contaminated food.	Person becomes ill.	Member of public or volunteer	Homemade cakes should be safe to eat, as long as the people who make them follow good food hygiene advice and the cakes are stored and transported safely (see the food standards website for further advice). People providing cakes at a meeting should be able to advise on ingredients to attendees paying particular regard to any known allergens.
Stranger Danger	Assault by member of the public.	Volunteer or event attendee	If the event involves meeting a new group of people for the first time two members of TTL will attend. All meetings arranged at members houses will always be set up as invitation only so the host knows who to expect.