

EVENT MANAGEMENT PLAN



Life Festival

26th – 28th May 2023

Belvedere House Park & Gardens, Co. Westmeath

DRAFT EVENT MANAGEMENT PLAN V1 18.02.2023

Event	LIFE23
Date	FEB 16 2023
Revision	v1 Licence application
Author	SJR

TABLE OF CONTENTS

<u>1</u>	<u>DISCLAIMER</u>	<u>4</u>
<u>2</u>	<u>INTRODUCTION AND GENERAL ARRANGEMENTS</u>	<u>5</u>
2.1	INTRODUCTION TO EVENT MANAGEMENT PLAN	5
2.2	EVENT DETAILS	5
<u>3</u>	<u>MEETINGS</u>	<u>8</u>
3.1	PRE-SUBMISSION MEETING	8
3.2	PRE EVENT PLANNING MEETING	8
3.3	POST EVENT MEETING	8
<u>4</u>	<u>EVENT MANAGEMENT, SAFETY AND OPERATIONAL STAFF</u>	<u>9</u>
4.1	ROLES AND RESPONSIBILITIES	9
4.2	OPERATIONAL ORGANISATIONAL CHART	11
4.3	CONTRACTORS AND SUPPLIERS	11
<u>5</u>	<u>COMMAND AND CONTROL</u>	<u>12</u>
5.1	EVENT CONTROL	12
5.2	COMMUNICATIONS	12
5.3	CCTV	12
5.4	PUBLIC ADDRESS	12
5.5	LOUD HAILERS	13
5.6	ANNOUNCEMENTS	13
5.7	MEETINGS	13
<u>6</u>	<u>SECURITY PROVISION</u>	<u>14</u>
6.1	PROVISION AND TRAINING	14
6.2	DUTIES OF SECURITY PERSONNEL	14
6.3	IDENTIFICATION AND REGISTRATION OF SECURITY	14
6.4	BRIEFING	14
6.5	ZONE AND ALLOCATIONS	15
6.6	INCIDENT REPORTING	15
6.7	SECURITY COMPANIES	15

<u>7</u>	<u>SAFETY STRATEGY</u>	16
7.1	OBJECTIVES, RISK ASSESSMENTS, CODES OF PRACTICE	16
<u>8</u>	<u>EVENT SAFETY MEASURES</u>	17
8.1	CAPACITY ANALYSIS	17
8.2	FIRE AND EMERGENCY SAFETY MANAGEMENT	22
8.3	LIGHTING	25
8.4	WATER RESCUE	25
<u>9</u>	<u>TEMPORARY DEMOUNTABLE STRUCTURES AND INFRASTRUCTURE</u>	26
9.1	STAGING, TENTAGE AND MARQUEES	26
9.2	BARRIERS AND FENCING	27
9.3	REMOVAL OR TEMPORARY STRUCTURES	27
9.4	REPAIRS, REINSTATEMENT AND REMEDIAL WORKS	27
<u>10</u>	<u>ENVIRONMENTAL AND WELFARE</u>	28
10.1	FACILITIES FOR PATRONS WITH DISABILITIES	28
10.2	CONCESSIONS	28
10.3	BARS	29
10.4	SANITATION FACILITIES	29
10.5	POTABLE WATER	30
<u>11</u>	<u>ENVIRONMENTAL MONITORING AND PROTECTION</u>	31
	PLEASE SEE ENVIRONMENTAL PLAN IN APPENDIX	31
11.1	ENVIRONMENTAL MONITORING	31
11.2	LITTER AND WASTE MANAGEMENT	31
11.3	WATER COURSES	31
11.4	SOUND MONITORING	31
<u>12</u>	<u>CROWD MANAGEMENT</u>	33
12.1	TICKETING AND ENTRANCING	33
12.2	SEARCHING	33
12.3	CROWD MONITORING	34
12.4	LOST PERSONS	34
12.5	LOST PROPERTY	34

<u>13</u>	<u>MEDICAL FACILITIES</u>	<u>35</u>
13.1	PROVISION	35
13.2	MEDICAL PLAN	35
13.3	RESOURCES	35
<u>14</u>	<u>EMERGENCY PLANS AND PROCEDURES</u>	<u>37</u>
14.1	EMERGENCY PLANS AND PROCEDURES	37
14.2	KEY PERSONNEL	37
14.3	ACTIVATION OF THE EMERGENCY PLAN	37
14.4	TRANSFER OF RESPONSIBILITY TO THE EMERGENCY CONTROLLER	38
14.5	ACTIONS IN THE EVENT OF A MAJOR EMERGENCY	38
<u>15</u>	<u>TRAFFIC MANAGEMENT PLAN</u>	<u>40</u>
15.1	EXTERNAL TRAFFIC MANAGEMENT	40
15.2	INTERNAL TRAFFIC MANAGEMENT PLAN	40
15.3	MEDIA COVERAGE	40
15.4	SHUTTLE BUSES TO/FROM DUBLIN	40
15.5	PRIVATE COACHES	41
15.6	TAXIS	41
15.7	EMERGENCY ROUTE	41
<u>APPENDIX A</u>	<u>CONTACT DETAILS</u>	<u>42</u>
<u>APPENDIX B</u>	<u>DRAWINGS</u>	<u>43</u>
<u>APPENDIX D</u>	<u>DUTIES OF SECURITY</u>	<u>44</u>
<u>APPENDIX E</u>	<u>EMERGENCY PROCEDURES</u>	<u>46</u>
<u>APPENDIX F</u>	<u>ON-SITE TRAFFIC PLAN</u>	<u>50</u>
<u>APPENDIX G</u>	<u>MANAGEMENT OF THE EMERGENCY ROUTE</u>	<u>53</u>
<u>APPENDIX G</u>	<u>ENTRANCE TO BELEVADERE HOUSE</u>	<u>54</u>
<u>APPENDIX C</u>	<u>EVENT RISK ASSESSMENT</u>	<u>55</u>

1 DISCLAIMER

This document supersedes all other versions. Please check the revision date and be aware that it is your responsibility to ensure you are working from the latest version.

This document contains information, which is confidential and may be legally privileged and protected from disclosure. It is intended solely for the use of the organisations involved in the event named above and is not for public use.

No other person is authorised to copy, forward or disclose, distribute or retain this document in any form without the written consent of the event management team.

Please note: Phone numbers has been redacted in the Event Management Plan as it is put in the public domain. Rachel Brown of Westmeath County Council Planning Department will have a copy containing phone numbers that can be circulated to members of the Statutory Agencies planning meeting.

2 INTRODUCTION AND GENERAL ARRANGEMENTS

2.1 INTRODUCTION TO EVENT MANAGEMENT PLAN

Momentum Productions Ltd are holding Life Festival 2022 from May 27th to May 30th 2022

This Event Management Plan is produced by Safents Consulting Ltd and formed part of the Event Licence application to Westmeath County Council in accordance with Part 16 of the Planning & Development Regulations 2001 (as amended 2015). It includes the following elements:

- Event Management Systems & Responsibilities
- Safety Strategy Statement
- Risk Assessments
- Traffic Management
- Environmental Protection Plan
- Emergency Plans
- Medical Arrangements & Facilities
- Covid strategy
- Site Drawings

This plan will describe the various arrangements for Life Festival 2022 to ensure its safe and successful execution. It has been prepared in accordance with the relevant Codes of Practice and includes arrangements for health and safety management, risk assessment & emergency planning. It outlines the roles and responsibilities of the organisers and their commitment to providing an event where the health, safety and welfare of the public and the staff are paramount.

2.2 EVENT DETAILS

2.2.1 EVENT DESCRIPTION

Life Festival is a camping festival in its 16th year featuring live performances from international & Irish artists.

- Acts include Carl Cox, Amelie Lens, Belters Only and Mall Grab. See <https://www.life-festival.com/>
- There will be a variety of food traders and bars - an occasional and dance licence will be applied for.
- There will be an open air stage for the Main stage in the Main arena, a second stage in a big top (District 8) and one smaller stages in stretch tents. There will be another stretch tent on the lakeside area & funfair attractions
- There will be a variety of camping facilities – glamping & VIP and standard camping.
- There will be a shuttle bus service provided from Dublin.
- Carpark facilities will be provided
- An alcohol licence will be applied for.

2.2.2 EVENT TIMINGS

- **Friday May 26th**
 - 10am Carparks & campsite open on site
 - 6pm Arena opens
 - 11pm Lakeside closes
 - 2am Main stage & District 8 closes
 - 4am Late night area closes
- **Saturday May 27th**
 - 2pm Arena opens
 - 11pm Lakeside closes
 - 2.30am Main stage & District 8 closes
 - 4am Late night area closes
- **Sunday May 28th**
 - 1pm Arena opens
 - 11pm Lakeside closes
 - 12 midnight Main stage & arena closes
 - Late night area closes
- **Monday May 29th**
 - 12 noon Campsites close
 - 3pm Site clear

2.2.3 PROMOTOR DETAILS

Name: Momentum Productions Ltd
Address: 7 Pembroke Place, Dublin 2
Email: fernando@archetype.ie
Telephone: 086 xxx xxxx

2.2.4 SAFETY CONSULTANTS

Name: Safents Consulting - Sophie Ridley
Address: Tig Na Gile, Kilbeg, Glandore, Co. Cork
Email: safentsconsulting@gmail.com
Telephone: 083 xxx xxxx

2.2.5 AUDIENCE PROFILE

Audience profile as follows:

- Young adults 21 to 40, male: female 50:50.
- Strictly 18s and over

2.2.6 ATTENDANCE, CAPACITY AND TICKETING

- Maximum capacity is 10,000 persons plus 1250 artists and staff
- Maximum standard camping capacity is 8,000 persons plus 1000 in VIP plus 1000 in staff & security campsites

2.2.7 COVID 19

At the time of submitting this plan it is not clear what, if any Covid 19 restrictions will be in place in 3 months' time. Closer to the time a Covid 19 plan will be produced if necessary outlining:

- Compliance with current Covid 19 restrictions & guidance
- A Covid 19 response plan
- A Covid 19 specific risk assessment specifying the mitigation measures to be put into place including those relating to travel to and from the event and in the local environment
- Procedures and protocols for the patrons, staff, crew, artistes and stakeholders present
- Procedures in place if a patron or member of staff or anyone else presents with potential symptoms of Covid 19, & procedures to ensure Covid 19 is considered with each patient
- A detailed medical plan outlining the procedures and facilities required to ensure safe practices in terms of Covid 19 including potential mask wearing, isolation facilities, hand sanitising etc
- A communication plan to inform patrons, staff and artistes what is required of them and what measures are in place in terms of Covid 19

2.2.8 DRAWINGS

The following site drawings are shown on the appendices & attached separately to this plan

Overall site layout

Arena

Carpark and campsite

Lake side

Location drawing

3 MEETINGS

There will be a number of meetings with the Local Authority & selected prescribed bodies to facilitate the event planning process.

3.1 PRE-SUBMISSION MEETING

A pre 2023 submission consultation meeting took place with the prescribed bodies & stakeholders on June 21 2022

3.2 PRE EVENT PLANNING MEETING

There will be a Planning meeting & a Pre Event planning meeting for this event. The following organisations will be invited to the meeting:

- Westmeath County Council including the Fire Service, Environmental Health, Roads and Planning
- An Garda Siochana
- REMO Health Service Executive
- HSE Environmental Health
- Promoters
- Event Manager
- Event Controllers
- Medical Co-ordinator
- Safety Officer
- Belvedere House

3.3 POST EVENT MEETING

There will be a post-event Debrief held will be held at a date to be arranged at the Pre event planning meeting.

4 EVENT MANAGEMENT, SAFETY AND OPERATIONAL STAFF

4.1 ROLES AND RESPONSIBILITIES

TITLE	NAME	CONTACT DETAILS	TELEPHONE NO
LEAD EVENT CONTROLLER	Julie O'Loughlin Days	oloughlinjulie@gmail.com	087 xxx xxxx
EVENT CONTROLLER	Mark Dunne Nights	mark@360event.ie	
SAFETY OFFICER	Sophie Ridley	safentsconsulting@gmail.com	083 xxx xxxx
PROJECT MANAGER	Elaine Fitzsimmons	elaine@archetype.ie	086 xxx xxxx
DEPUTY EVENT CONTROLLERS	Elaine Fitzsimon Neil Burke Callum Buchanan	elaine@archetype.ie neil@archetype.ie callum@archetype.ie	
HEAD OF SECURITY Arena	Pat Byrne, Integrity Security	pat@intergrity.ie	087 xxx xxxx
HEAD OF SECURITY Campsite	Mick Feeney Integrity Security	mick@intergrity.ie	08x xxx xxxx
HEAD OF SECURITY Residents	John McCarthy Tekken Security	Jhn@tekkensecurity.ie	08 xxx xxxxx
MEDICAL CO-ORDINATOR	Glen Ellis	glen.ellis@efastireland.com	087 xxx xxxx
SITE MEDICAL OFFICER	Dr Dermot Murray	dcmurry2000@yahoo.com	087 xxx xxxx
FIRE SAFETY	Johnny Fagan	johnny@fireprotectionireland.ie	086 xxx xxxx
BAR MANAGEMENT	Ashlee Dickinson	ashlee@tenfeettall.ie	086 xxx xxxx
CONCESSIONS MANAGEMENT	Paul Malone	pauljmalone@gmail.com	086 xxx xxxx

4.1.1 EVENT CONTROLLER

An Event Controller (Days) & an Event Controller (Nights) will be appointed by the Promoter for the Festival. They has sufficient competence, status and authority to take full responsibility on the day of the event for all matters relating to the event including safety at the site.

The responsibilities of the Event Controller include:

- Take overall control & responsibility for the management of the event.
- Call & chair pre-event planning meetings.
- Ensure the implementation of the Event Management Plan.
- Ensure the provision of adequate stewards & security and first aid & medical staff for the event.
- Control the event from the Event Control room from at least one and half hours before the festival starts each day until at least one hour after it has finished each day (Event Controller or Deputy).

4.1.2 DEPUTY EVENT CONTROLLER

The Promoter shall appoint Deputy Event Controllers of equal status and competence to the Event Controller.

4.1.3 SAFETY OFFICER

A Safety Officer has been appointed by the Promoter for the Festival, The Event Safety Officer has sufficient status, competence & authority to take responsibility for safety at the venue & has the ability to authorise & supervise safety measures. She shall report directly to the Promoter & Event Controller

The responsibilities of the Safety Officer are to:

- Ensure that the safety details & conditions agreed for the holding of the event are implemented & site layout & safety arrangements are in accordance with specifications & agreements, as far as they are matters of safety.
- Be present at all major planning meetings.
- Act as a co-ordinator of all technical aspects of arrangements in so far as they impinge on safety matters.
- Attend the event itself to evaluate the efficiency of structural & safety arrangements.
- Pay particular attention to the crowd densities in primary viewing areas.
- Monitor first aid & rescue tactics for distressed patrons.
- Ensure compliance with Covid 19 plan, if in place
- Take any necessary action to alleviate any perceived risks.
- Recommend emergency procedures to be initiated.
- Conduct a morning & evening liaison meeting

4.1.4 HEADS OF SECURITY

The responsibilities of the Heads of Security are:

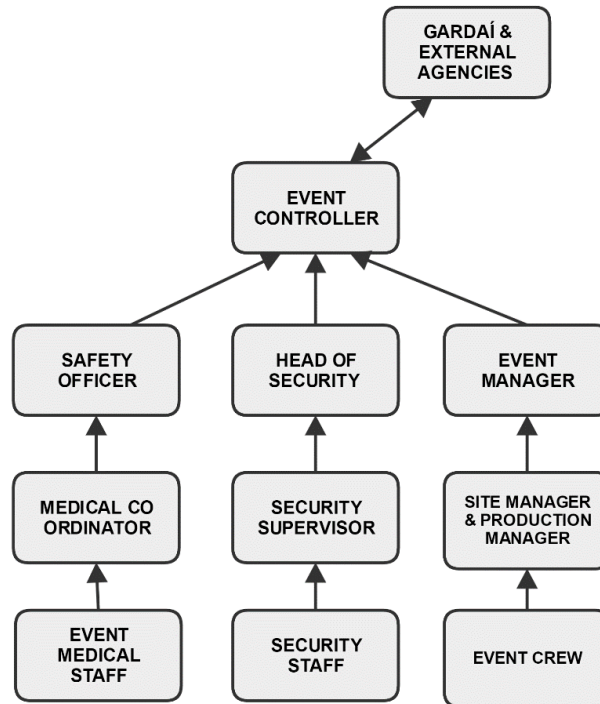
- To be responsible for the operational management of the stewarding and security arrangements for the event, reporting to the Event Controller.
- To ensure adequate stewards & security are in attendance at each day of the event as agreed with the Event Controller & the Superintendent, An Garda Siochana.
- Provide clearly defined roles & responsibilities & operational briefings for all supervisors and staff.

4.1.5 MEDICAL CO-ORDINATOR

The Responsibilities of the Event Medical Co-ordinator are to:

- Attend the relevant medical planning meetings.
- Co-ordinate the medical facilities & provision.
- Liaise with all medical agencies.
- Ensure facilities & protocols in place for Covid 19 mitigation & procedures if necessary
- Act as Ambulance Incident Officer until an officer from the HSE ambulance Service arrives on site.
- Be present at the event from an hour before the gates open until medical services are stood down by Event Control.

4.2 OPERATIONAL ORGANISATIONAL CHART



4.3 CONTRACTORS AND SUPPLIERS

The following contractors and suppliers have been engaged to provide services at the Event.

SERVICE	COMPANY	CONTACT NAME	CONTACT DETAILS
Security	Integrity Security Tekken Security	Shea McNelis John McCarthy	087 xxx xxxx
Sanitation	Bear Events	Mick Doran	086 xxx xxxx
Waste Management	TBC		087 xxx xxxx
Water Services	Alex O'Neil Plumbing		087 xxx xxxx
Event Medical	EFAST EMS		087 xxx xxxx
Fire Safety	Fire Protection Ireland	Johnny Fagan	086 xxx xxxx
Staging	Castle Stage Hire	Dmitri Cepoi	
Barriers and Fencing	actavo	Nog Gallagher	087 xxx xxxx
Tents and Marquees	TBC		087 xxx xxxx
Power and Lighting	Event Power	Philip	087 xxx xxxx
Structural Engineer	Loscher Design Practice		087 xxx xxxx
Fire Safety Consultants	MSA & Associates		087 xxx xxxx
Bar Management	Ten Feet Tall		086 xxx xxxx
Sound Monitoring	Sound by Design		087 xxx xxxx
Radios	Mongey's	Dermot Mongey	085 xxx xxxx

5 COMMAND AND CONTROL

5.1 EVENT CONTROL

Event Control will:

- Be situated in the Production compound
- House the CCTV facilities.
- Serve as a base for the Event Controller/Deputy Event Controller and Safety Officer.
- Have access strictly limited to member of the Event Management team and the Emergency Services, technical services and any person authorised by the Event Controller.
- Be fitted with site maps, emergency plans & logistical information

5.2 COMMUNICATIONS

- All senior staff & supervisors will be equipped with two-way radios.
- Staff will be trained in the use of radios.
- Laminated cards will be issued with radio channels listed on one side & key phone numbers on the other
- A Standard operating procedure in case of radio failure will be agreed with An Garda Síochána.

5.3 CCTV

CCTV will be provided by a professional CCTV company experienced in events

- CCTV will be operated from Event Control.
- The monitors will be in Event Control.

Flood CCTV

Contact: Richard Flood

[PHONE]

info@floodcctv.com

5.4 PUBLIC ADDRESS

Public address systems will be available in all stage areas & linked via the stage managers to Event Control.

5.5 LOUD HAILERS

Loudhailers will be issued to all Stage Managers & supervisors in key locations in order to assist with Crowd management & in case of public address failure.

5.6 ANNOUNCEMENTS

Announcements can be made from the music stages, in between performances. All announcements must be authorised by Event Control and, will request the person(s) concerned to come to Event Control or to the Festival Welfare Tent in the campsite

5.7 MEETINGS

A daily briefing will take place at 11am & 11pm each day in Event Control to address any issues of the day. Security Supervisors, Safety Officer, Medical Co-ordinator will attend. Gardaí and other authorities are invited to attend.

An 'exiting' meeting will take place each evening directly after the evening briefing. Relevant security supervisors and Event Safety team will attend. A representative of the Gardaí is requested to attend. This is to plan the exiting strategy. Exiting is recognised as a high-risk point of the event and these meetings particularly address that concern.

6 SECURITY PROVISION

6.1 PROVISION AND TRAINING

The number of security personnel & stewards provided will be decided in consultation with the Superintendent, Mullingar Garda Station. A detailed risk assessment will be conducted to determine the security requirements.

Consideration will be given to the recommendations of the Code of Practice for Safety at Outdoor Pop Concerts & other outdoor musical events. Consideration will also be given to the Private Security Authority requirements of PSA 39:2013 Event Security.

Security staff will have undertaken event specific training and the company will be licensed for event security by the Private Security Authority.

6.2 DUTIES OF SECURITY PERSONNEL

Detailed duties of security personnel for specific areas are given in Appendices. All security shall be under the direct control of supervisors who will report to the Head of Security who will report to the Event Controller.

6.3 IDENTIFICATION AND REGISTRATION OF SECURITY

All security personnel will wear hi-vis tabards or jackets with identifying numbers. A list of names & corresponding numbers will be available to the relevant authorities.

All security personnel will sign in at the start & end of the shift. These sheets will be available to An Garda Siochana

All drivers of vehicles used for security purpose will take a photograph of themselves and the vehicle clearly showing the vehicle and its number plate and the driver and his security vest number at the start of any period s/he will be driving that vehicle for security purposes. These photographs shall be supplied to An Garda Siochana.

6.4 BRIEFING

All supervisors will be briefed by the Event Controller & Safety Officer before the event.

This briefing may be attended by a senior Garda Officer and representatives from Westmeath County Council & other emergency services.

Additional briefing will be held where necessary.

Supervisors will 'cascade' brief their staff. Areas to cover in briefing:

- Details of the Event
- Risk Assessment
- Audience Profiles
- Emergency Procedures
- Duties of Personnel in Specific Areas
- Exiting Arrangements
- General Information
- Lost Children & Property

6.5 ZONE AND ALLOCATIONS

Security will be allocated to specific areas and zones. A schedule of security shifts and positions will be available to the Gardai.

6.6 INCIDENT REPORTING

All staff will provide written reports of any incidents that may occur in the course of their duties. Incident reports are required when:

- A patron has to be asked to leave or is evicted.
- Involves physical intervention/involvement.
- The Gardai or medical staff have to be called to an incident.
- A patron has anything other than a minor complaint.
- An incident involves safety issues.
- Any incident they are asked to report on by the Head of Security or Event Controller.

6.7 SECURITY COMPANIES

Two separate companies have been appointed to manage the three distinct areas of Arena, Campsite and Residents security.

- Arena & campsite security will be managed by Integrity Security but with separate Heads of Security and security teams.
- Residents and outside security will be managed by Tekken Security.

These 2 companies are represented in Event Control which ensures liaison both between the two companies and between the security companies and Event Control and the emergency services.

7 SAFETY STRATEGY

7.1 OBJECTIVES, RISK ASSESSMENTS, CODES OF PRACTICE

It is the promoter's objective to provide competent trained staff and recognised safety management systems including risk assessments, in order to ensure a safe event with minimum risks to the health, safety & welfare of those attending and working at the Festival.

The planning of this event has been undertaken in accordance with the recommendations of the following codes, guidance, acts & regulations, where these are considered relevant & practicable for this event:

- *Code of Practice for Safety at Outdoor Pop Concerts & other outdoor musical events*
- *Code of Practice for Safety at Sports Grounds*
- *Code of Practice for Management of Fire Safety in Places of Assembly, Department of the Environment*
- *Fire Safety in Places of Assembly (Ease of Escape) Regulations*
- *Code of Practice for Fire Safety of Furnishings & Fittings in Places of Assembly, Department of Environment*
- *Fire Services Act 1981 & Amendment 2003*
- *A Framework for Major Emergency Management, PRN.A6/1509*
- *Health, Safety & Welfare at Work Act 2005*
- *Health, Safety & Welfare at Work (Construction Regs) 2013*
- *Health, Safety & Welfare at Work (General Applications) Regs 2007 – 2016*
- *Transitional Protocol: Good Practice Guidance for Continuing to Prevent the Spread of COVID-19 31.01.2022*

Hazard identification & risk assessment provide the basis for this safety plan. The event specific risk assessment is provided in the Appendices. Risk assessment is a continuous process and as such the risk assessment will be updated regularly.

8 EVENT SAFETY MEASURES

8.1 CAPACITY ANALYSIS

The safe holding capacity for the event will be determined by establishing the:

- Holding capacity
- Entrancing capacity
- Emergency exiting capacity

The safe holding capacity will be whichever is the lower of the holding capacity or the emergency exiting capacity. However in this instance although both the holding and the emergency exiting capacity are higher it is proposed to set a maximum capacity of [CAPACITY] persons plus [CAP PLUS STAFF] staff & artistes.

8.1.1 VENUE HOLDING CAPACITY

As per attached drawings the venue holding capacity is determined by using the available space within the sight lines of stages and other space available for members of the public.

The safe holding capacity is calculated in accordance with the Code of Practice for Pop Concerts by using 0.5m² per person.

Location	Structure	Net Viewing Area	Occupancy Load Factor	Capacity - persons
Main Stage Area	Open Air 12mx10m	5,000m ²	.05 m ²	10,000
District 8 Big Top	32mdia Circus Tent open sides	840m ²	.05m ²	1,680
Index Stretch tent	10mx15m stretch tent open air	1,380m ²	.05m ²	2,760
Lake outdoor area	10mx10m stretch tent open air	2,080m ²	.05m ²	4,160

Although the total capacity of all the viewing areas alone is over 18,000 plus the Beach area plus other circulation areas, it is proposed to set a limit of 10,000 for this Please note – the above is the proposed capacity of the viewing areas of each structure/area at the event. The capacity of the tented structures will be confirmed by the Fire Officer once erected and production installed

8.1.2 ENTRANCE CAPACITY

Safe and controlled entrancing will be achieved by using a barrier system and stewarding.

On the basis that the audience are likely to enter over 6 hours, the maximum hourly demand should not be more than 2,000 persons an hour. Research has shown that it is possible to process 600-800 people an hour through each ticket lane.

ENTRANCE CAPACITY			
Number of Lanes	Persons Per Lane Per Hour	Entrancing Duration	Entrancing Capacity
Camping Arena Entrance – 12000 max	600-800	6 hrs	5 lanes each side = 10 lanes = 5000 per hour

There will be entrances from the carpark into the campsite & on the other side from the bus drop off zone into the campsite

8.1.3 EMERGENCY EXITING CAPACITY

8.1.3.1 ARENA

The emergency exits capacity from the Arena is as follows:

EMERGENCY EXIT CAPACITIES											
EXIT	REF	EXIT WIDTH (mm)	UNIT WIDTH (mm)	NUMBER OF PATRONS PER UNIT	EXIT TIME (minutes)	EXIT CAPACITY (persons)	Exiting Capacity from Main Stage area	Exiting capacity from District 8 Area	Exiting capacity from Hill Area	Exiting capacity from Lakeside	
Arena Entrance	13	9000	1000	82	8	5904		5904	5904		
Bottom of the Hill	14	7000	1000	82	8	4592	4592		4592		
Main stage left	15	7000	1000	82	8	4592	4592				
Main stage right	18	7000	1000	82	8	4592	4592				
Behind District 8	19	7000	1000	82	8	4592		4592			
Top of the Hill	20	7000	1000	82	8	4592		4592	4592		
Lakeside	21	5000	1000	82	8	3280				3280	
Lakeside Woods	22	5000	1000	82	8	3280				3280	
Lake Stage end	23	5000	1000	82	8	3280*				2624	
Visitors Centre	A10	4000	1000	82	8	2624					
TOTAL								13776	15088	15088	9840
TOTAL LESS DISCOUNTED WIDEST EXIT								9184	9184	9184	6560

Emergency exiting from each area in the Main Arena is over 9000 and in the Lakeside over 6500 calculated at 82 per persons per unit width of 1000mm over 8 minutes having discounted the widest exit, Based on a capacity of 11000 including staff this is considered sufficient.

8.1.3.2 TENTED AREAS

The exit capacity in each tent will be set by the Fire Officer before occupancy; however the stretch tents will be open on three sides and the large circus tent will be open on the front side plus fire exits. Any smaller tents (capacity of 300 and less) will have a minimum of 2 exits of 1.65m each.

8.1.3.3 CAMPSITES

Boutique & staff campsites

CAMPSITE EMERGENCY EXIT CAPACITIES								
EXIT	REF	EXIT WIDTH (mm)	UNIT WIDTH (mm)	NUMBER OF PATRONS PER UNIT	EXIT TIME (minutes)	EXIT CAPACITY Cate (persons)	EXIT CAPACITY Boutique/VIP persons	EXIT CAPACITY Campsite Staff (persons)
Boutique Campsite	22	5000	1000	82	8	3280	3280	
Boutique Campsite	23	5000	1000	82	8	3280	3280	
Staff campsite	17	7000	1000	82	8	4592		4592
Staff campsite	16	7000	1000	82	8	4592		4592
Total capacity each campsite having discounted largest exit							VIP Campsite 3500m = 2296 persons	Staff camping

There is exiting for over 3,000 in each campsite, having discounted one of the exits, which exceeds the capacity of 1000 persons.

General camping

CAMPSITE EMERGENCY EXIT CAPACITIES								
EXIT	REF	EXIT WIDTH (mm)	UNIT WIDTH (mm)	NUMBER OF PATRONS PER UNIT	EXIT TIME (minutes)	EXIT CAPACITY Cate (persons)	EXIT CAPACITY Campsite A (persons)	EXIT CAPACITY Campsite B (persons)
Carpark Entrance Campsite A	4	5000	1000	82	8	3,280	3280	
Campsite exit Campsite A	10	5000	1000	82	8	3,280	3280	
Campsite A/B Carpark side	5	3500	1000	82	8	2,296	2296	
Campsite A/B bus side	9	5000	1000	82	8	2,296	2296	
Campsite B carpark side	6	3500	1000	82	8	2,296		2296
Campsite B bus side	8	3500	1000	82	8	2,296		2296
Campsite B bottom field	7	3500	1000	82	8	2,296		2296
Boutique Campsite	22	5000	1000	82	8	3,280		
Boutique Campsite	23	5000	1000	82	8	3,280		
Staff campsite	17	7000	1000	82	8	4,592		
Staff campsite	16	7000	1000	82	8	4,592		
Total capacity each campsite having discounted largest exit							Campsite A 15500m= 10,168 persons	Campsite B 7000m = 4592 persons

Total emergency exiting is over 24,000 which exceeds the proposed capacity of 12,000 and produces an emergency egress time of under 8 minutes, having discounted the widest exit

8.1.3.4 CARPARKS

8.1.3.5 CARPARKS

The carpark has 3 exits of 2.4m wide each (Exits 1,2 & 3) plus the campsite entrance of 5m. Discounting the widest of these leaves emergency exiting for 4,723 which is considered sufficient.

8.1.4 CAPACITY CONTROL

All areas and exits will be manned by security. Should an area become 90% full, Event Control will be informed and entrancing restricted to a 1 out 1 in basis.

8.2 FIRE AND EMERGENCY SAFETY MANAGEMENT

8.2.1 FIRE CERTIFICATION

Fire certification will be provided for the following:

Stage Linings/Coverings

certifications to BS 5438 / BS 7837 or equally approved

Marquee linings

For all Marquees - certifications to BS 5438 or equally approved

Stage drapes etc

For all drapes etc - Certificate to BS 5867 or equally approved

Electrical Installations

A Certificate from Registered Electrician(RECI) confirming that all electrical installations on site have been completed in accordance with ETCI regulations (ET 101). All generators have been earthed and all circuits have MCB and RCD Protection

Certificate stating that all emergency lighting and exit signage has been installed in accordance with IS 3217:2013

Extinguishers

Certificate stating all extinguishers on site have been provided in accordance with IS291:2015 / EN3

Gas Installations

certificate from Registered Gas Installer (RGI) for all LPG installations on site.

Structural

Letter from Chartered Structural Engineer confirming they are satisfied with the completed structures on site and comply with the design calcs for the structure and relevant Code of Practices.

8.2.2 FIRE FIGHTING EQUIPMENT

- Fire extinguishers shall be placed in designated fire points, as agreed with the Safety Officer and Westmeath Fire Service. All extinguishers shall conform to the requirements of IS 291:2015.
- Current certification on testing & maintenance of all fire extinguishers will be provided by the specialist suppliers & shall be available for inspection.
- Where fire blankets are required, they will conform to BS EN 1869:2019.

8.2.3 FIREFIGHTING SERVICE

- A class B tender, a 4-wheel drive vehicle with firefighting capability and a 4 wheel quad with firefighting capability will be provided to provide immediate fire cover.
- Minimum 3 crew will be on duty at all times, 4 at busy times, to be agreed with Westmeath Fire Services
- Firefighting equipment & services will be provided by Fire Protection Ireland

Contact: Johnny Fagan

[PHONE]

[EMAIL]

- The Fire Safety team will inspect the concessions before the event starts and throughout the event.
- The Fire Safety team will provide and certify the fire extinguishers and monitor them during the event
- The Fire Safety team will monitor the site throughout the event to check on fire safety measures

8.2.4 FLAMMABLE SUBSTANCES, COMBUSTIBLE WASTE & FURNISHINGS

- Test Certificates in flammability ratings of covering materials used on stage, mixing tower and marquees shall be provided by specialist contractors and will be available for inspection.
- Storage of any combustible materials shall not be permitted on or under any staging. All combustible waste shall be disposed of in appropriate containers.
- All furnishings will conform to the *Code of Practice for Fire Safety of Furnishings & Fittings in Places of Assembly*.
- All machinery & generators will be fuelled before the public are admitted.
- Fuel will be stored in a non-public area & in appropriate storage containers.
- Flammable substances on site will consist of fuel for electrical generators & propane gas.

8.2.5 USE OF LPG

The use of LPG shall be discouraged onsite, however, if LPG must be used by catering or concessions units the following rules and regulation shall be applied.

- Gas installed shall be tested and certified by licensed gas installer – Tony Walshe of Flo Gas
- All Gas units shall be 6m away from the nearest structure, temporary and permanent.
- Gas cylinders shall be caged.
- Maximum of 2 cylinders shall be permitted at each unit.
- Emergency shut off to be clearly marked and accessible.
- Gas locations to be shown on final site drawing

8.2.6 PYROTECHNICS

There will only be stage pyrotechnics at this event not aerial fireworks, if at all, If stage pyrotechnics are to be used then a permit shall be obtained from the Department of Justice and the Westmeath County Fire Officer's conditions shall be complied with. Any stage pyrotechnics used will only be used with the stage area, whilst the music is playing and will not be audible over the music nor be seen above the level of the stage.

8.2.7 ELECTRICAL INSTALLATIONS AND EMERGENCY LIGHTING

Installation of generators & lighting will be undertaken by a competent electrician who will provide written confirmation that the installation meets the relevant RECI and IS 10101 standards. This will be available for inspection by the relevant authorities.

Emergency lighting & illuminated (maintained) exit signage in the structures is to be provided in accordance with I.S.3217:2013 & A1:2017. It will indicate the escapes routes clearly & unambiguously and will provide immediate automatic lighting in the event of a power failure & will last at least 3 hours

8.2.8 SMOKING

There will be no smoking in any covered area in accordance with current legislation. Signage will be posted to that effect & security will be briefed accordingly. Signage will also be posted in catering & bar units.

The dangers of smoking within personal tents on the campsite will be emphasised to campers both on prior emails and by signage on the campsite. Security & fire fighters will be briefed to pay close attention for any signs of smoking within tents whilst on patrol

8.2.9 EMERGENCY EXITS

All emergency routes & exits are to be kept free of obstructions & trip hazards and to be readily usable for the duration of the event in order to comply with the Fire Safety in Places of Assembly (Ease of Escape Regulations) 1985. The Emergency Access Routes will be agreed with the Emergency Services.

Crowd control barriers at the entrances shall be removed as soon as is practicable. In the event of an evacuation all barriers to be cleared to the side of an exit immediately.

Before the gates are opened to the public the Safety Officer shall check all exit gates are open and unlocked & that chains, locks etc. are removed so that the gates can be opened quickly in the case of an evacuation.

Emergency exits are to be clearly lit to as to show both the signage and the escape route and the route beyond the exit to a place of safety

Outdoor emergency exit signage will be on 'goalposts' or at least 4m high on scaffolding poles and will comply with I.S.3217:2013 & A1:2017

8.2.10 EMERGENCY ACCESS ROUTES

The Emergency Route is marked on the plans. It enters the site at the Belvedere House & Gardens Main entrance and is shown on the site plans. A protocol will be in place to ensure free access to emergency vehicles in a 'blue light' situation. The protocol can be found in the Appendix

8.3 LIGHTING

Lighting towers or individual lights will be placed at the entrances to the site and other key positions on the site egress routes, where necessary. These will be powered by a local electrical generator. Lighting towers & watch towers are indicated on the site drawings

The main stage will be fitted with a bank of lights which will light the arena. Additional lighting will be provided for circulation routes by means of festoon lighting and tower lights.

A lighting check will take place on the evening of Wednesday May 24th. The time will be agreed with Westmeath County Council Fire Officer

8.4 WATER RESCUE

There will be a water rescue boat operated by Mullingar Sub Aqua club as in previous years . They will operate from 10pm to 10am.

Contact: [NAME]

[PHONE]

[EMAIL]

Whilst the Lakeside area is open there will be 2 trained Lifeguards on duty with a tender. Friday 6pm to 11pm, Saturday 2pm to 11pm & Sunday 1pm to 11pm

9 TEMPORARY DEMOUNTABLE STRUCTURES AND INFRASTRUCTURE

9.1 STAGING, TENTAGE AND MARQUEES

Temporary structures such as stages, marquees & delay & mixing towers will be constructed by specialist staging & tenting contractors. A list of structures will be provided in the final EMP

9.1.1 WIND AND WEATHER MANAGEMENT

One of the greatest risks with temporary structures is that of high winds. Contractors will provide a wind management system for their structures; an anemometer will be fitted on the highest point of the main stage and wind speeds will be monitored throughout the event by the staging contractor. Mitigation measures will be applied at the appropriate wind speed.

Companies erecting temporary structures will provide a wind management plan which should clearly state:

- Level 1 wind speed - at which speed the structure & the wind speeds require monitoring
- Level 2 wind speed at which speed mitigation measures are taken & what those measures are
- Level 3 at which speed the structure should be closed and evacuation of the area initiated.
-

All tents & marquees shall be evacuated at the same wind speeds limits as the Main Stage or lower if stated.

9.1.2 CERTIFICATION

A Chartered Engineer will inspect & certify the relevant temporary structures before the event and certification will be available for inspection.

Keith Loscher Design

Contact: Keith Loscher

087 xxx xxxx

9.1.3 ERECTION OF TEMPORARY STRUCTURES

All temporary structures will be erected & dismantled in accordance with the Code of Practice for Safety at Sports Ground paragraphs 14.3 - 14.7 & the ISE Guide to Temporary Structures. All temporary structures will be erected by competent contractors on accordance with submitted calculations, plans & specification, and in accordance with their method statements and risk assessments.

9.2 BARRIERS AND FENCING

9.2.1 FRONT OF STAGE BARRIER

The front of stage barrier at all major stages will be constructed of a free-standing barrier, approved for use at outdoor concerts. Engineering reports will be available to confirm that it is capable of withstanding a pressure of 5kN/m run at 1.2m height.

9.2.2 TEMPORARY FENCING AND CROWD CONTROL

Temporary fencing & crowd control barriers will be used at points to secure the site boundaries, emergency routes, protect structures and facilitate crowd management where necessary.

9.3 REMOVAL OR TEMPORARY STRUCTURES

Removal of all temporary structures will start immediately after the event has finished. Removal of all temporary structures & facilities will be completed within 7 days.

9.4 REPAIRS, REINSTATEMENT AND REMEDIAL WORKS

Any repairs, reinstatement or remedial works required on the site or the surrounding areas as a direct result of event operations will be completed in the time agreed by all relevant authorities.

10 ENVIRONMENTAL AND WELFARE

10.1 FACILITIES FOR PATRONS WITH DISABILITIES

- Most of the site is accessible on hardcore pathways.
- Wheelchair accessible toilets will be provided in each block of toilets.
- Parking & camping for patrons with special needs will be provided in as advantageous position as possible,
- Carers tickets will be provided free of charge on application

10.2 CONCESSIONS

The concessionaires will be managed by a specialist concessions manager:

[COMPANY]

Contact: Paul Malone

086 xxx xxxx

pauljmalone@gmail.com

- All food and beverage units will be in possession of a current certificate/permit from the Health Service Executive Environmental Health Unit.
- All food vending units will be placed at least 3m apart & at least 3m from any trees or vegetation. Gas operated units will be a minimum of 6m from the next nearest unit & will be certified by a licensed gas engineer, Tony Walsh of Flo Gas
- Crowd control barriers or temporary fencing will be used to prevent public access behind the units & to the waste storage areas.
- Units will be provided with waste management facilities and these will be managed appropriately so as not to provide a fire hazard. There will be separate waste management facilities for general, recyclable and food & water waste. 240l bins for general, recyclable, food waste & wastewater will be provided and emptied regularly.
- Each unit will be equipped with the appropriate fire prevention equipment. The Event Fire Safety Officer will inspect each unit before the event.
- Each unit will either be on hard standing or will have its own cleanable floor.
- Trader specific compounds will be provided for all food concessions which will include, trader only toilets, hand wash facilities with hot & cold water, soap & paper towels, wastewater facilities & bins.
- Traders will not be allowed to camp behind their units. Only 1 vehicle for storage, refrigeration etc can be parked behind each unit at the appropriate distance. All camping, caravans, camper vans etc should be removed to the appropriate camping areas

10.3 BARS

Bar facilities will be provided at this event by Ten Feet Tall

Contact: Ashlee Dickinson

087 xxx xxxx

ashlee@tenfeettall.ie

- Ten Feet Tall have managed the bars at Life festival for the last six festivals
- An alcohol licence will be applied for.
- The opening times will be as agreed with the relevant authorities and are provisionally

Friday May 26th 6pm – 1am
 Saturday May 27th 2pm – 1am
 Sunday May 28th 1pm – 11.30pm

- There will be crowd control barriers forming queuing lanes into the counter service bars to ensure strict control of the numbers within the bar area.
- Security will ensure that persons appearing to be intoxicated will not be permitted into the queues.
- Crowd control barriers and/or temporary fencing will ensure the area behind the bars are inaccessible to patrons.
- Security and bar staff will check IDs for underage drinkers on a ‘Challenge 21’ basis.
- Drinks are to be served in plastic beakers or bottles (PET) or cans only
- The bars are to be monitored closely by the Event Safety Officer and the designated Garda officer on site.

Bar locations are shown on the site plan

10.4 SANITATION FACILITIES

These requirements for toilets have been based on a maximum capacity of [CAPACITY]. Male to female ratio 50:50

Capacity	%	No. of Persons	No. of Temporary Toilets required	No of temporary urinals required	No of units of temporary toilets being provided in Arena	No. of units temporary urinals being provided in the Arena	No. of temporary toilets being provided in Campsite	No. of units temporary urinals being provided in the Campsite	No. of disabled toilets being provided
Male	50	6000	12	60	50	12m	50	12m	
Female	50	6000	60		30		30		
Disabled					4			4	
TOTALS			90	60	95	64	50	56	6

Toilets will be:

- Self-contained chemical toilets with integral hand wash facilities.
- Provided, installed & maintained over the event by a specialist company.
- Clearly signposted throughout venue.
- Situated to avoid areas known to be prone to pooling.
- The requirement for hand-washing facilities will be fulfilled by hand sanitisers being provided in each toilet and in the urinals areas.

Additional Toilet Locations:

- At catering & bar units: 1 WC per 4 no units
- First Aid posts - 1 WC
- Medical centre – 2 WCs one for patients, one for staff
- VIP Campsite – 2 toilet trailers
- Staff Campsite – 8 toilets 1000 people

10.5 POTABLE WATER

Drinking water facilities will be provided:

- As specially constructed units having multiple tap outlets.
- Provided at the rate of 1:1000 i.e. at least 3 drinking water outlets with 5 taps each, situated at the Main stage arena, the lakeside and the top area by Index & Toast and at least 3 drinking water outlets with 5 taps each in the main campsite, 1 outlet in each of the staff and VIP campsites and in front of the Main Stage & District 8
- The points shall be sign posted & labelled as drinking water.
- Drinking water shall be provided from water tanks & tested prior to the event; these results to be provided to Environmental Health
- Drinking water points are shown on the site drawings

11 ENVIRONMENTAL MONITORING AND PROTECTION

PLEASE SEE ENVIRONMENTAL PLAN IN APPENDIX

11.1 ENVIRONMENTAL MONITORING

The following will be monitored in order to assess the environmental impact of this event on Johnstown:

- Sound levels – will be monitored before & during the event.
- Accumulation of litter – will be monitored at regular intervals, including immediately after the event.
- Any congestion on entrance & exit points to the site particularly at busy times.
- Any major build-up of traffic or problems with parking attributable to the Festival.

11.2 LITTER AND WASTE MANAGEMENT

Bins will be provided and collected & removed by a professional licensed company.

Facilities provided will be:

- 240lt bins around the site including recycling bins.
- 1100 bins for concession unit waste plus a compactor.
- Concessionaires will conform to food waste legislation.
- Litter pickers each day & until the venue is cleaned & rubbish cleared.
- Immediately after the event there will be a comprehensive clean-up of the designated areas & litter will be removed as soon as is practicable to an approved landfill site.
- There will be a final clean up before the site is handed back to Palmerstown House Estate

A Litter Management Plan & a Waste Management Plan will be submitted to Westmeath County Council & will be included in the Appendix of the final EMP

11.3 WATER COURSES

Any watercourses will be monitored to ensure there is no contamination from concert facilities & infrastructure.

11.4 SOUND MONITORING

The promoters will ensure that the sound levels at the concert will be in accordance with the requirements of the Local Authority. Sound levels will be monitored, and results logged. These will be made available to Westmeath County Council



Sound by Design

James Walshe

087 xxx xxxx

james@sed.ie

The promoters of Life Festival constantly strive to ensure that the sound levels from the event cause as little disturbance to the neighbouring houses and businesses as possible.

To that end the calibre of the sound system for the Main Stage was increased substantially in 2019 to contain the noise spillage as much as possible by ensuring the speakers were as directional as possible. This year delays will be added to the Main Stage Arena again to restrict the sound coverage event more.

The late night hours of the Festival have been reduced over the last 4 years from main stages finishing at 4am on Friday and Saturday to main stages finishing at 2am and 2.30 am in 2022 and late night stages reducing from finishing at 6am on Friday and Saturday to 4am. Sunday finishing time has been brought back to midnight. The stage closing times will remain the same as 2022 in 2023.

A phone number for residents to call if they are having issues with noise levels will be issued to all our neighbours and anyone who has had an issue in the previous years. This will be operational during event hours and either the residents liaison staff member and/or the sound consultant will travel to the area of concern and monitor the noise levels and liaise with the residents.

A comprehensive noise management plan can be found at Appendix F including predicted noise levels at noise sensitive dwellings.

Contact

SED

James Walsh

087 xxx xxxx

jwalsh@sed.ie

Residents Liaison

Sean Cusack

089 xxx xxxx

residents@life-festival.com

12 CROWD MANAGEMENT

12.1 TICKETING AND ENTRANCING

- Ticket Sales will be in advance and capped at the stated capacity. A limited amount of tickets may be sold on site.
- Persons with a single day ticket will have their ticket scanned and be issued with a wristband. They will not be allowed re-entry.
- Persons with a Saturday/Sunday ticket will have their tickets scanned and be issued with a wristband. They will be allowed re-entry.
- Persons with a weekend ticket will have their ticket scanned and be issued with a wristband. They will be allowed re-entry.

12.1.1 ADMISSION POLICY

This is a strictly 18 years old and over event. Age identification will be checked at the entry gates on a Challenge 23 basis. Only acceptable ID will be passports, passport cards, Garda Age cards and driving licences with photos.

12.1.2 ENTRANCE ROUTES AND ENTRY POINTS

- Patrons will be advised of their designated entrance route. Queues will be maintained in an orderly fashion through queue management barrier systems and stewarding.
- Particular attention has been paid to queueing systems over the last two years & the entrancing systems have been redesigned to take account of changed entrancing patterns

12.2 SEARCHING

Search Policy for the Event is as follows:

- The search policy for the event will be well publicised and emailed to every patron before the event.
- It will list the banned items.
- A reasonable amount of alcohol will be allowed into the campsite but not into the Arena.

12.2.1 PROHIBITED ITEMS

The list of prohibited items for the Event will be agreed with An Garda Siochana and publicised in advance & emailed to every patron

12.3 CROWD MONITORING

All Areas will be monitored by means of CCTV and by security & supervisory personnel. Should an area become uncomfortable, security, directed by Event Control, will divert patrons to a different area. In covered areas, security will monitor numbers entering these areas. When the specific area becomes 85% full security will inform Event Control immediately and measures will be taken to divert patrons to other areas & close off that area. Special precautions will be taken when weather is inclement & when very popular artists are on stage.

12.4 LOST PERSONS

Lost persons and those looking for them should be directed to the Welfare Tent in the Campsite, next to the Medical Centre.

12.5 LOST PROPERTY

Any property handed into staff will be brought to Event Control. Gardai will be notified of any car keys or valuables. After the event all items in Lost Property will be listed on the Festival's Facebook page. Items will be held on site until Thursday June 3rd when items of value and age cards will be brought to Mullingar Garda Station. Passports will be returned to the relevant Passport Office; bank cards will be destroyed and driving licences will be returned to the Driving Licence Service.

13 MEDICAL FACILITIES

13.1 PROVISION

Medical staff & facilities for this event will be agreed with the HSE Emergency Management Office in accordance with the recommendations for the Code of Practice for Safety at Sports Grounds.

13.2 MEDICAL PLAN

A medical plan for the event will be produced following consultation with the following bodies:

- HSE Emergency Management Office
- EFAST
- Irish Red Cross

This will include:

- Number and type of medical & first aid staff; medical facilities as identified by appropriate risk assessment.
- Outline the duties, responsibilities & reporting structure of all medical staff.
- Specify the communications to be used.
- Identify the organisations providing medical services.
- Outline the details of the event as pertaining to the medical cover & staff at the event.
- Arrangements for Patient Report Forms, including submission to Health Services Executive, Emergency Management Office within one month of the event.
- Site & Event medical protocols for dealing with suspected cases of Covid 19
- Site & Event Medical Protocols.
- Major Medical Incident Planning.

13.3 RESOURCES

13.3.1 EVENT MEDICAL COORDINATOR

A Medical Co-ordinator has been appointed by the promoter. He will:

- Attend the relevant medical planning meetings.
- Co-ordinate the medical facilities & provision.
- Liaise with all medical agencies.
- Act as Ambulance Incident Officer until an officer from the HSE/NAS arrives on site.

- Be present at the event from an hour before the gates open until medical services are stood down by Event Control.

13.3.2 EMERGENCY AMBULANCE

HSE Emergency Management Office will agree any requirement for any paramedic led ambulances for the event. The HSE Ambulance Officer will assume the role of Ambulance Incident Officer in the event of a major incident; however, the Medical Co-Ordinator will assume this role until the NAS Ambulance Officer arrives on site.

13.3.3 VOLUNTARY ORGANISATIONS

First Aid will be provided by the Irish Red Cross who will:

- Provide first aid personnel & ambulances as per the Medical Plan
- Deploy First Aid cover to the designated areas
- Deploy ambulances to the designated areas
- Liaise with HSE Ambulance Officer & Medical Control & work under the direction of Medical Control
- Maintain records of all casualties treated

13.3.4 FACILITIES

A Medical centre will be provided at the Campsite

Temporary First Aid Posts will be provided at the locations shown on the Site Drawing.

13.3.5 WELFARE & HARM REDUCTION

A welfare & harm reduction policy will be produced, in consultation with the HSE National Social Inclusion Office This will contain the following:

- details of the harm reduction policy & measures
- provision of alcohol, drugs, sexual & mental health information
- welfare & counselling facilities such as Lost Property, Accessibility & Support, Information, counselling & welfare area
- Child Protection policy & staff

14 EMERGENCY PLANS AND PROCEDURES

14.1 EMERGENCY PLANS AND PROCEDURES

Emergency plans & procedures for each of the following are contained in Appendices

- In the event of fire
- In the event of a bomb warning
- In the event of extreme weather
- In the event of crowd disturbances
- In the event of a loose animal
- Show Stop procedures
- Announcements
- Evacuation procedures
- Stand Down
- Coded Messages

14.2 KEY PERSONNEL

14.2.1 EVENT CONTROLLER

The person who has overall responsibility for the management of the event. S/he remains in control unless a serious emergency occurs at which stage s/he hands over control to the Emergency Controller.

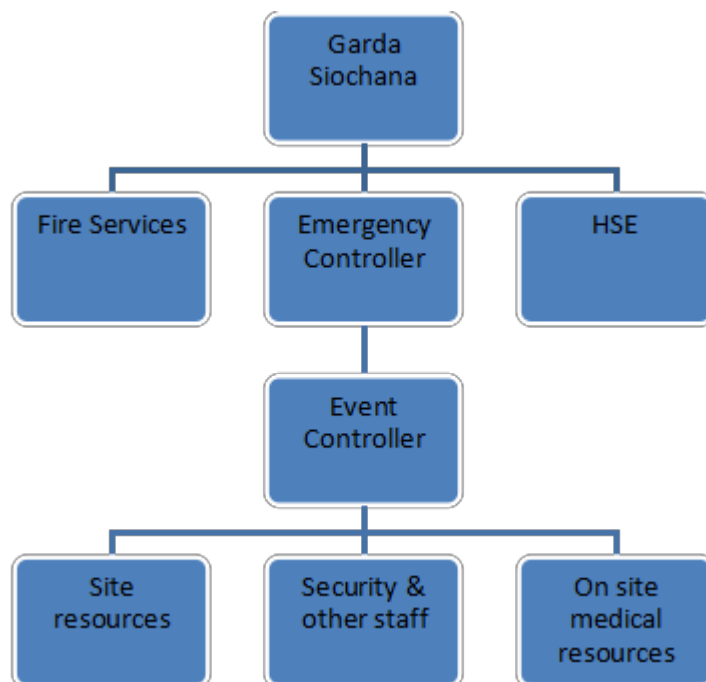
14.2.2 EMERGENCY CONTROLLER

The Emergency Controller is the Senior Garda Officer present who will take over control of the entire operation until or unless other Emergency Services i.e. Ambulance & Fire Service are present, in which case each service will exercise control over its own operation.

14.3 ACTIVATION OF THE EMERGENCY PLAN

A Major Emergency arises if the resources available locally, i.e. on site and in the locality – Medical, Security, Gardai, or Fire Services are not sufficient to deal with the situation.

Once this situation is identified the Event Controller shall hand over control to the Senior Garda Officer present. This Senior Garda Officer will become the Emergency Controller.



14.4 TRANSFER OF RESPONSIBILITY TO THE EMERGENCY CONTROLLER

The transfer of responsibility to an Emergency Controller should be accompanied by a formal statement:

'You are now in control of operations'

and the time of transfer should be logged by both the Event Controller and the Emergency Controller. At this point the Event Controller should support the Emergency Controller with all event resources available.

The Emergency Controller shall immediately confirm the nature & location of the emergency. He/she shall immediately inform the Communications Centre at Garda Regional Headquarters that a Serious Emergency exists, or is imminent, at Belvedere House & Gardens Mullingar, Co Westmeath & the Emergency Plan has been activated.

14.5 ACTIONS IN THE EVENT OF A MAJOR EMERGENCY

14.5.1 AN GARDA SIOCHANA

- Gardai will undertake duties assigned in the Major Emergency Plan & in accordance with standard operations procedures.
- Provide advice & direction to the Event Controller.
- Senior Garda officer present to act as Emergency Controller if control is passed over from the Event Controller.

14.5.2 LOCAL AUTHORITY

- The Local Authority including the Fire Service will undertake duties assigned in the Major Emergency Plan & in accordance with stand operational procedures.
- Provide advice & direction to the Event Controller.

14.5.3 HEALTH SERVICE EXECUTIVE

- The HSE will undertake the duties assigned in the Major Emergency Plan & in accordance with standard operational procedures.
- Provide advice & direction to the Event Controller.

14.5.4 EVENT CONTROLLER

- Will remain in the Event Control on being informed of a Major Emergency.
- Will establish communications with:
 - o The Statutory Agencies via radio/telephone/face to face The Safety Officer - located at the scene of the incident.
 - o The Head of Security - located at the scene of the incident.
- Will hand over control of the incident to the Statutory Agencies and provide assistance as required.
- Take command of resources and ensure that assistance required by the Statutory Agencies is provided.
- Brief the WCC officials of the situation and the action being taken.
- Provide briefing information for dissemination to the media.
- Cancel all other elements of the event until normality is restored.

14.5.5 EVENT SAFETY OFFICER

- Will proceed to the scene and take control of all event resources at that location.
- Will advise the Event Controller of the safety implications of the incident.
- Will advise the Head of Security of the safety considerations that should be considered while assisting at the scene.
- Take command at the scene if necessary.

14.5.6 HEAD OF SECURITY

- Will proceed to the scene and report to the Safety Officer for instructions.
- Assist the Statutory Agencies as requested. Reports on assistance rendered to be made to the Event Controller.
- Redeploy security staff from other areas if necessary.

14.5.7 EVENT STAFF

- Will be under the control of the Event Controller.
- Will render assistance when requested through the Event Controller.

15 TRAFFIC MANAGEMENT PLAN

15.1 EXTERNAL TRAFFIC MANAGEMENT

The external traffic system is managed by An Garda Siochana.

No changes are made to the existing road structure or usual traffic management in the area however the right-hand turn lane from Mullingar town direction will be coned to prevent cars moving onto the hard shoulder to overtake

Access to the event site from the direction of the M4 will be via the N52, R400 and the Lynn Road to Belvedere. One Variable Message Signs (VMS) and four static directional signs to the event will be positioned on this route.

Access to the event site from the direction of the M6 will be via the N52. One Variable Message Sign (VMS) will be positioned on this route on the N52 just after the turn off to Tudenham Rd in the direction of Belvedere House before the Entrance to Belvedere.

15.2 INTERNAL TRAFFIC MANAGEMENT PLAN

An onsite traffic management plan will be included at Appendix F

15.3 MEDIA COVERAGE

Traffic directions & restrictions & parking arrangements will be highlighted by the promoter by means of press releases and inclusion in social media

15.4 SHUTTLE BUSES TO/FROM DUBLIN

Marathon Coach Travel will operate a paid return Shuttle Bus service between Dublin and the Event Site

These services will operate to and from a designated hard stand by the entrance to the car park for the drop off and from the hard stand are at the roundabout by the Cafe for the exiting phase.

Contact: Francis Rich

087 xxx xxxx

francis@marathontravel.ie

15.5 PRIVATE COACHES

Private Coaches will be accommodated in the Bus Drop Off area on site.

15.6 TAXIS

Licensed Taxis will be accommodated in the Drop Off area in Car Park

15.7 EMERGENCY ROUTE

The emergency route enters the Site at the entrance of Belvedere House and Gardens and runs down the Avenue and then around the festival site as shown on the Site drawings. A procedure is in place to ensure clear access for Emergency vehicles entering or exiting the site on an emergency call. This procedure is to be found in the Appendices

A secondary emergency route runs from Campsite B down to the Tudenham Rd. The track will be staked with hazard tape to keep it clear of any vehicles and will be maintained by security.

APPENDIX A CONTACT DETAILS

A CONTACT LIST IN THE FORMAT BELOW WILL BE PROVIDED IN THE FINAL EVENT MANAGEMENT PLAN AND CIRCULATED AS A LAMINATED LIST.

TITLE	NAME	CHANNEL	CONTACT DETAILS
EVENT CONTROLLER	Julie O Loughlin	1	087 xxx xxxx
SAFETY OFFICER	Sophie Ridley	1	083 xxx xxxx
PROJECT MANAGER	Elaine Fitzsimon	1	086 xxx xxxx
HEAD OF SECURITY ARENA		6	087 xxx xxxx
MEDICAL CO-ORDINATOR		3	086 xxx xxxx



APPENDIX B DRAWINGS

Attached separately

APPENDIX D DUTIES OF SECURITY

The primary duty of all stewards is to ensure that the public are safely accommodated within the Venue in a planned manner, so as to ensure the safety and comfort of all patrons at the event.

The following are the main duties of stewards under the direction of the Event Controller and Head of Security

- Control and direct patrons who are entering or leaving the venue.
- Assist the diversion of patrons to other parts of the venue, including the closing of turnstiles when the capacity for any area has been reached.
- Prevent overcrowding by ensuring that crowd limits in various parts of the venue are complied with and that gangways and exits are kept clear.
- Monitor the crowd throughout for signs of distress and take action in accordance with written instructions.
- Prevent, in so far as is possible, standing on seats and climbing of fences and other structures. (Where, by virtue of the scale of the incident, stewards are unable to prevent such activity, they should immediately report the matter to Event Control).
- Patrol the venue to deal with emergencies such as raising alarms and extinguishing fires.
- Control entrances, all exit and perimeter fence gates and other strategic points.
- Be aware of the locations of firefighting and medical personnel and equipment in their area.
- Recognise potential hazards and suspect packages and report such findings immediately to the Area Steward Supervisor or to the nearest Garda. In the case of suspect packages radio and mobile phone communications MUST NOT be used in the items vicinity.
- Comply promptly with any instruction given in an emergency by the Garda Control, Event Controller, the Event Safety Officer, or Head of Security
- Identify and investigate any incident or occurrence among patrons and report findings.
- Report to the Head of Security any damage or defect likely to cause injury or danger.
- Undertake duties relating to emergency and evacuation procedures.
- Ensure that all approaches and emergency exits are kept clear and that vehicles are correctly parked.
- Maintain their position at their place of duty under the direction of the Area Steward Supervisor who, if it is considered necessary, can arrange for a replacement.

Stewards positioned at entrances and exit gates (additional duties):

- Control and direct members of the public entering the site undertaking search or ticket check as instructed
- Do not allow patrons, in possession of alcohol or any offensive weapons or those who have consumed excessive alcohol, to enter the site.
- Direct members of the public leaving the ground towards the exits.
- Security staff deployed at gates and entrances are to ensure that these are fully opened in event of

emergency and that all padlocks, chains and other fastenings are removed before the event.

Stewards at Front of Stage Area (additional duties):

- Be communicative and friendly with the audience at all times.
- Keep constant watch of the barrier zones for patrons in difficulty and ensure that these are immediately “rescued”.
- Keep a constant watch for any patrons in trouble, any crowd sway or any crowd disturbances, inform your supervisor and follow his instructions.

Stewards Staffing Historic Areas/ Sensitive areas:

- ensure that the public do not move onto the historic areas/monuments/statues etc which are out of bounds.

Stewards on Entrance Road to Backstage Areas and Emergency Route:

Ensure that the access roads are kept free of traffic obstruction at all times

APPENDIX E EMERGENCY PROCEDURES

EMERGENCY PROCEDURES:

Emergency procedures:

In the event of fire

In the event of a bomb threat

In the event of crowd disturbances

In case of severe weather

In case of loose animals

Show stop procedures

Announcements

Evacuation procedures

Stand down

BRIEFING

All staff who hold supervisory positions in the event of an emergency will be briefed on their roles before the event begins

A ACTION ON DISCOVERY OF FIRE

Any onsite fire incidents will be dealt with by the on-site Fire Safety Contractors who will be in correspondence/consultation with Westmeath Fire Authorities Rostered on-call Senior Fire Officer. Any fire related incidents should be reported to the onsite fire safety contractors immediately (even if the incident has been satisfactorily dealt with by other staff). They should be aware of any fire related issues on site . On discovering a fire, the onsite Fire Safety Contractors as well as Event Control should be informed immediately. If the on-site fire safety contractor or event controller decide that an incident requires the attendance of Westmeath Fire Service (local fire brigade), this request should be made by the on-site fire safety contractor or event controller through Westmeath Fire Services rostered senior fire officer. Westmeath Fire Service will liaise with the ERCC with regards to any requests for the fire brigade by any members of the public attending the event or any staff requests. Any instructions with regards to fire safety incidents on site should be made by the fire safety contractor on site.

Person discovering fire is to inform Event Control & Fire Safety Officer on Channel 1 immediately either directly or through nearest member of staff with a radio, clearly stating location of fire.

The Fire Safety Officer will despatch resources to the scene and take control of the scene

Supervisor in area is to evacuate the immediate area

Event Control are to:

Alert all security staff using a coded message clearly stating the location of the fire

Ensure that onsite Gardai, Medical staff and other members of the Event Management team are aware.

Despatch the Safety Officer or Deputy Event Controller to the location of the fire.

The Fire Safety Officer should make any request or call to Westmeath Fire Services senior rostered officer who will in turn inform the ERCC, & inform Event Control that this is being done. If the fire is not serious the Event Controller, on advice from the Fire Safety Officer is to issue the 'stand down' message for the incident.

If the fire is serious then the Event Controller in consultation with the Safety Officer, the Fire Safety Officer & the senior Garda/Fire Officer present will make the decision to evacuate the area/venue, using the Show stop/Evacuation procedures listed below.

Westmeath Fire Service will liaise with the Fire Safety Officer on duty in regard to any calls from members of the public through the 999 system

B EMERGENCY/SECURITY PROCEDURES IN THE EVENT OF A BOMB THREAT

Person receiving bomb threat is to inform Event Control immediately with full details.

The Senior Garda Officer, Event Controller & Safety Officer are to evaluate level of threat.

Event Controller is to advise Security Supervisor/s to search in designated area/s using coded message

Event Controller is to be immediately informed of the full details of any bomb threat.

The Event Controller, Senior Garda Officer and Safety Officer are to evaluate all the information received, to determine the veracity of the threat.

Security are to search area/s – if nothing is found the Event Controller, in consultation with the Safety Officer & the senior Garda present is to issue the ‘stand down’ message.

If a suspect package is found, Event Control are to be informed immediately, and the Event Controller in consultation with the Safety Officer & the Senior Garda Fire Officer present will make the decision to evacuate the area/venue, using the Show stop/Evacuation procedures listed below.

C. EMERGENCY PROCEDURES IN THE EVENT OF CROWD DISTURBANCE

Security Supervisor will inform Event Control and will direct additional resources to the specified area, as well as the Safety Officer/Deputy Event Controller.

Security channel to be put on alert

Event Controller on advice from the Safety officer will stand down situation using code or will proceed to show stop procedures as follows.

In case of crowd disturbances it often appropriate to seek assistance from the artist in calming down the crowd. (if it is safe to do so)

D. PROCEDURES IN CASE OF SEVERE WEATHER

In case of adverse weather conditions – heavy rain and/or high winds, the situation will be monitored by the Event Controller and the Event Organisers in conjunction with the Emergency Services, if present. If these weather conditions are such as to pose a serious danger to public safety, as in the case of high winds, any or all of these following measures may be taken either permanently or temporarily:

Closing of certain areas e.g. tents, certain fields

Closing of site car parks and alternative arrangements being made

Halting of the performances

Obviously, there might be a point during the weekend at which the event would have to be cancelled because it had become unsafe to continue. However it is not envisaged that adverse weather could be responsible for cancelling the event in advance of the days of the event other than a Red Wind Warning being issued for Westmeath County by Met Eireann.

E. EMERGENCY PROCEDURES IN THE EVENT OF ESCAPED ANIMALS

In the case that a loose animal is found within the festival environs:

The event controller is to be informed immediately

Isolate area where escaped animal is in immediately

Restrict access to area and secure perimeter

Utilise security to protect perimeter

Event Controller to contact Animal keeping staff who are the only personal to recapture the animal.

Ensure thorough inspection before reopening of closed site to ensure no more animals are present.

F. SHOWSTOP PROCEDURES IN THE EVENT OF CROWD DISTURBANCES, FIRE ON/AROUND THE STAGE, STRUCTURAL COLLAPSE & OTHER SITUATIONS REQUIRING THAT THE SHOW BE STOPPED.

It is to be understood that a 'show stop' may or may not lead to an evacuation of that area or of the site as a whole. An evacuation of the whole site is likely to be a staged evacuation. If following a show stop, the situation is rectified the performance may be restarted.

In the remote event of a concern for public safety, be it bomb threat, fire, crowd disturbance, extreme weather or other incident the procedures are as follows:

The Artist should appoint an authorised representative who is the contact point if a show stop is necessary. This person should have the authority to stop the show and be situated at the stage during the performance.

Besides the artist themselves, the following are authorised to stop a show:

The Event Controller, Safety Officer, Production Manager & the Stage Managers

(A show stop may be requested by any of the Emergency Services but must be carried out by one of the above through the authorised Artist representative.

Event Controller or Stage Manager contacts Artist representative and explains situation.

Stage manager alerts Systems engineers at the front of house and monitors. Lighting director to 'white light' the stage & audience

Artist representative walks onto stage and explains situation to artist and then either escorts them off the stage or asks Artist to make announcement if it is safe and appropriate for him/her to do so.

Announcement is made through lead vocals microphone, with an emergency microphone as back-up., either by Artist or by stage manager. (Approved announcements are listed at end of this appendix)

In the case of a need for public evacuation, stage manager makes appropriate announcement whilst artist, band and crew are escorted to safety.

Systems engineer and stage manager to remain at positions until majority of audience have vacated arena

If the situation is very urgent, the stage manager is authorised to call a show stop on his/her own authority – letting Event Control know as they are doing it and before any announcement is made for an emergency evacuation

G. EMERGENCY ANNOUNCEMENTS

- Ladies & Gentlemen, it become necessary to evacuate this area/arena. Please move quickly & calmly to the nearest Emergency Exit & follow the instructions of the Gardai & security staff
- Ladies & Gentlemen. We have to stop the show for the time being. No-one is in any danger; we are having discussions with the Gardai/Fire Service & will restart the show as soon as possible
- Ladies & Gentlemen, it has become necessary to stop the show temporarily. We will give you more information shortly
- Ladies & Gentlemen, due to crowd difficulties we are stopping the show temporarily. Please move away from the area of crowd disturbance and obey the instructions of security staff. As soon as the situation is resolved we will restart the show.

All stage managers will have copies of these announcements along with show stop procedures

H. EVACUATION PROCEDURES

If an evacuation is necessary due to a serious fire, bomb threat or other emergency the following procedures would be initiated:

The Event Controller would make the following radio announcement to all channels: This is a special announcement, Due to an emergency situation in ... it has become necessary to evacuate the site/area. Please move to evacuation positions.

Assembly points are as follows Everyone is to turn to channel 1.' Everyone is to understand to maintain radio silence except for urgent communications.

If there was a performance(s) in the specified area, show stop procedures would be initiated

Gate/exit stewards would open their gates and secure them open to facilitate orderly evacuation of patrons.

In the event of a stage fire or no available PA, each steward will repeat the announcement to those patrons in his/her general area, using a loud hailer if she/he has one. It is important that all announcements be made in a calm clear voice. The Event Controllers and the Senior Garda Officer on site & the Fire Service (if present) will monitor the progress of the evacuation by radio contact with security supervisors and through the CCTV and will issue additional instructions as necessary

In the unlikely event of a total evacuation of the site being necessary, this is to be initiated in close consultation with the Senior Garda on site & off site to ensure the necessary Garda preparation off site

In this incident and any emergency declared a major incident the Event Controller will hand over control to the Senior Garda present who will become the Emergency Controller. This handover will be written & signed.

In this and any situation where the emergency services are involved festival personnel will fully assist these services as required.

I. STAND DOWN

When the potential emergencies above have been dealt with or have turned out to be a false alarm the message will be sent over all radios All units stand down Coded message.... has left the area.'

APPENDIX F ON-SITE TRAFFIC PLAN

On Site Traffic Management Plan

Life Festival 2023

Belvedere, Mullingar, Co. Westmeath

Aims & Objectives

The principal objectives of the plan are as follows:

Promote public transport as the optimal mode of travel to and from the site and put in place possible measures to benefit these services

Put in place practical measures to cater for the expected numbers of cars that will travel to the event

Describe measures proposed to cater for drop-off and pick-up activity, both for taxis and private cars

SIGNAGE FOR ACCESS ROUTE

Access to the event site from the direction of the N4 will be via the N52, R400 and the Lynn Road to Belvedere. One Variable Message Signs (VMS) and four static directional signs to the event will be positioned on this route.

Cones will be positioned to emphasise the turning lane to Belvedere House and to prevent cars from overtaking on the hard shoulder

Access to the event site from the direction of the M6 will be via the N52. One Variable Message Sign (VMS) will be positioned on this route on the N52 not less than 200 metres before the entrance to Belvedere.

See Appendix H below which is the 2019 Traffic Management plan for the entrance to the Festival. This will be updated for 2022 and will be very similar.

EMERGENCY ROUTES

Emergency access to the event site will be via the main Entrance to Belvedere as shown the event site plan. A contingency emergency access route will be maintained through Car Park 2 to Tudenham Road.

This route shall be identifiable, clearly signed and remain free from obstructions at all times. Wherever possible pedestrians shall not be permitted to walk on this route

MANAGEMENT OF THE EMERGENCY ROUTE

Keeping the emergency route clear is of utmost importance - the following measures will be implemented to assist with this:

Provision of a specific security supervisor for the Emergency route and car parks All cars, minibuses and taxis dropping off must enter Carpark and drop off in designated 'drop off' zone

Security patrols to call into security control when driving up or down emergency route and report situation

Safety officer will drive route regularly and report to event control

Implementation of a ‘road clear’ system:

When a ‘ROAD CLEARANCE’ is called on the security radios by the security radio controller, head of security, safety officer or event controller:

The Main gate will stop entrancing

Security will stop exiting out of the carparks onto the emergency route

Security on the production roundabout will stop traffic exiting up the emergency route and divert it towards the visitor centre and prevent vehicles entering the back-stage road sending them onto the visitors centre

Both security patrol vehicles will proceed to the production roundabout to assist where necessary

The security on the crossing will stop pedestrians crossing to the entrance side.

Security in the bus park will stop buses departing and park them to the outside of the roundabout.

Gardai may be requested to the Main Gate and the production roundabout

Obviously, this may change depending on the nature of the urgent situation and details will be given on the security radio channel

As soon as is possible a stand down will be called or a partial stand down which will be detailed over the radios

Public Transport Strategy

The following outlines public transport facilities in service for the event with provisions for:

Shuttle Bus Services from and to Dublin

Private Coach Service

Taxis

Shuttle Bus from and to Dublin

Marathon Coach Travel will operate a paid return Shuttle Bus service between Dublin and the event site per the following schedule:

Saturday May 26th:	Departure from Dublin, Custom House Quay at 10:30 & 11:30
Sunday May 27 th	Departure from Dublin, Custom House Quay at 11:00, 13:00, 15:00
Sunday May 28th:	Departure from Life Festival to Dublin at 23:00, 00:00
Monday May 29th:	Departure from Life Festival to Dublin 01:00, 02:00, 03:00, 08:00, 09:00, 10:00, 11:00, 12:00

These services will operate to and from a designated hard stand Bus Park on site.

A contingency plan will be in place for earlier return service on Sunday May 27th in case of public demand, adverse weather conditions etc.

For entrancing & exiting the buses and coaches will congregate at the large roundabout by the Visitors Centre and passengers will be unloaded & loaded from there

Private Coaches

Private Coaches will be accommodated at the Visitors Centre roundabout for entrancing & exiting.

Minibuses

Minibuses will use the entrance to the public car parks and then proceed to drop off and pick up along the designated hard standing/tracked lane next to the Drop off/Pick up lane in Carpark 1

Taxis

Licensed Taxis will be accommodated in the Drop Off area in Car Park 1.

Car Park Management Plan**Car Parks 1 and 2**

The location of Car Parks 1 and 2 are shown on the event site plan

Car Parks 1 and 2 will be managed as follows:

Traffic will enter the Car Park through the Main Entrance to Belvedere and follow signs to the Car Park entrance
Immediately inside the Car Park entrance vehicles will be checked for valid tickets to the event.

If patrons hold valid tickets to the event they will be directed along a roped and staked snake queue system where they will pay a charge to park and will then be directed to park in Car Park 2.

If patrons do not hold valid tickets to the event they will be directed along the roped and staked snake queue system where they will pay a charge to park and will then be directed to the Box Office Parking area to purchase Event tickets. On completing their purchase patrons will be directed to park in Car Park 2.

If Taxis or private vehicles are dropping off patrons to the event they will be directed along a Trackway metal roadway to the Drop Off Zone area to deposit their passengers. These vehicles will then exit the Car park and the event via the Main Entrance to Belvedere.

Immediately inside the Car Park entrance vehicles will be checked for valid tickets to the event. If patrons hold valid tickets to the event they will be directed along a roped and staked snake queue system where they will pay a charge to park and will then be directed to park in Car Park 2.

APPENDIX G MANAGEMENT OF THE EMERGENCY ROUTE

Keeping the emergency route clear is of utmost importance - the following measures will be implemented to assist with this:

- Provision of a specific security supervisor for the Emergency route and car parks
- All cars and taxis dropping off must enter Carpark and drop off in designated 'drop off' zone
- Security patrols to call into security control when driving up or down emergency route and report situation
- Safety officer will drive route regularly and report to event control
- Implementation of a 'road clear' system:

When a 'ROAD CLEARANCE' is called on the security radios by the security radio controller, head of security, safety officer or event controller:

- The Main gate will stop entrancing
- Security will stop exiting out of the carparks onto the emergency route
- Security on the production roundabout will stop traffic exiting up the emergency route and divert it towards the visitor centre and will stop taxis leaving the taxi rank and prevent vehicles entering the back-stage road sending them onto the visitors centre
- Both security patrol vehicles will proceed to the production roundabout to assist where necessary
- The security on the route will stop pedestrians crossing to the entrance side.
- Security in the bus park will stop buses departing and park them to the outside of the roundabout. Gardai may be requested to the Main Gate and the production roundabout
- Obviously this may change depending on the nature of the urgent situation and details will be given on the security radio channel

As soon as is possible a stand down will be called or a partial stand down which will be detailed over the radios



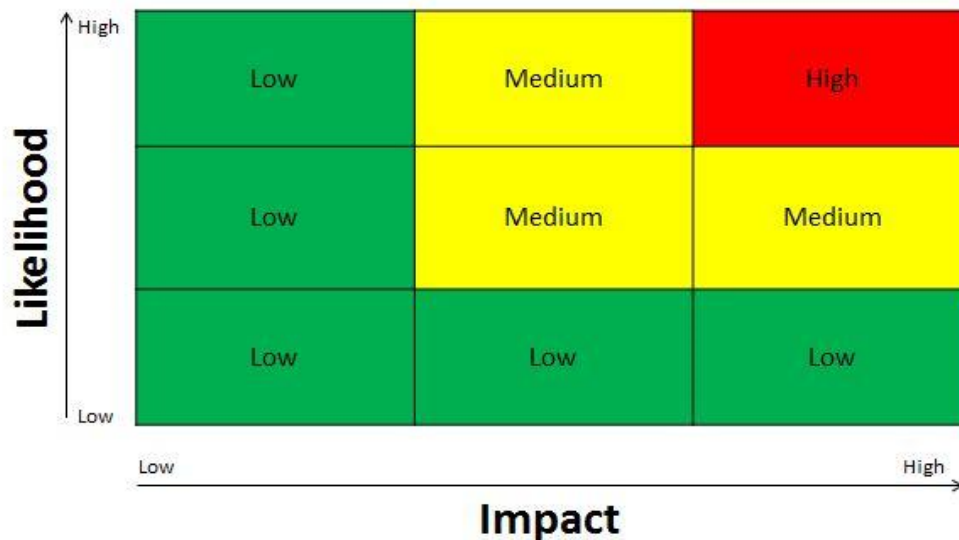
APPENDIX G ENTRANCE TO BELEVADERE HOUSE

APPENDIX C EVENT RISK ASSESSMENT

Hazard Identification & Risk Assessment provide the basis for this safety plan. Risk assessment is a continuous process and as such the risk assessment will be updated regularly.

METHODOLOGY

The risk assessments below specifies residual risks. The residual risk is the level of the remaining risk produced when proposed control measures have been applied. The rating given may be interpreted using the matrix below. In order to achieve identified ratings control measures must be implemented completely.



RATING SCALE

Impact/severity ratings in the example represent:

- High: Major Fracture, Poisoning, Significant Loss of Blood, Serious Head Injury, Or Fatality
- Medium: Sprain, Strain, Localized Burn, Dermatitis, Asthma, Injury Requiring Days Off Work
- Low: An Injury That Requires First Aid Only; Short-Term Pain, Irritation, Or Dizziness

Probability ratings in this example represent:

- High: Certain or Very Likely to happen
- Medium: Probable or Possible
- Low: Unlikely or Very Unlikely

RESULTS

The results of the Risk Assessment are illustrated in the table below.

