



EL 2/24

10th May 2024

Sligo Airport,
c/o Noel Jennings,
Airport Road,
Strandhill,
Co Sligo

RE:- Event Licence Application - An Air Display incorporating food and craft market and a funfair to be held on Saturday, 27th July, 2024 and will conclude on Sunday, 28th July, 2024. The anticipated maximum attendance for the Event is 10,000 people per day.

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Dear Noel,

Further to above, I wish to inform you that Sligo County Council, in pursuant of Part XVI (Section 231) of the Planning and Development Act, 2000 (as amended) and the Planning and Development Regulations, 2001 (as amended) has by Order **P219/24** dated **09th May 2024**, granted an Event Licence for permission to hold the An Air Display incorporating food and craft market and a funfair at Sligo Airport, Airport Road, Strandhill, Co Sligo, on the dates set out above, subject to compliance of 15 conditions set out in the Schedule attached hereto.

Yours sincerely,

*PP. Karen Kennedy*

**Siobhán Gillen,**  
*Administrative Officer,*  
Planning Section

## SCHEDULE 1 – REASONS AND CONSIDERATIONS

Having regard to the following:

- Part XVI of the Planning & Development Act 2000 (as amended)
- The Planning & Development Regulations 2001 (as amended)
- the reports from internal sections of Sligo County Council.
- the comments and recommendations received from prescribed bodies.
- Art. 6.3 of EU Habitats Directive (Council Directive 92/43/EEC on the Conservation of Natural Habitats and of Wild Fauna and Flora).

The proposed event would, therefore, be in accordance with the proper planning and sustainable development of the area. I recommend that the license should be granted subject to the following:

## SCHEDULE 2 – SCHEDULE OF CONDITIONS

1. This licence refers to the Event, as described in the application received by the Planning Authority on **5<sup>th</sup> of April 2024** and as amended where required by the conditions below. Any alterations relating to the event shall be agreed in writing with the Planning Authority prior to the event.
2. In accordance with Section 231(4)(k) of the Planning & Development Act 2000, as amended, the applicant shall maintain adequate **public liability insurance** cover for the event.
3. The applicant shall submit a **Final Event Management Plan** which shall have regard to and accord with the provisions of this licence and shall be submitted to the Planning Authority for written agreement on or before **Friday 5<sup>th</sup> July 2024**. The Final Event Management Plan shall comply with the requirements of the Fire Service, Sligo County Council and shall include the following.
  - (a) A site layout plan showing the location of fire points and fire extinguishers, and details of same.
  - (b) Details of the number and location of stewards.
  - (c) Show the location of the Fire Service on standby.
  - (d) Proposals for ‘no drone flying’ signage throughout the site.

Any alterations to the Final Event Management Plan shall be agreed in writing with the Planning Authority prior to commencement of/ during the event.

**TRAFFIC MANAGEMENT:**

4. Details and drawings of the **Final Traffic Management Plan** for the Event shall form part of the Final Event Management Plan and shall be submitted on or before **Friday 5<sup>th</sup> July 2024** and agreed with the Planning Authority and An Garda Síochána. Traffic Management for the event shall be carried out in accordance with the agreed plan, unless otherwise agreed with the Planning Authority and An Garda Síochána. You are advised to consult with Paul Hampson & Dermot McTiernan, Roads Section prior to lodging the **Final Traffic Management Plan**. The plan shall include traffic management measures and a plan for event signage, static and VMS relating to public roads.

**CROWD CONTROL & SAFETY:**

5. (a) The event shall be run in accordance with the code of practice for safety at Outdoor Pop concerts and Other Outdoor Musical Events.
- (b) The “Safe Holding capacity” shall not exceed the lowest of the following:
  - i. Entry capacity
  - ii. Holding capacity
  - iii. Exit capacity.
  - iv. Emergency exit capacity
- (c) For the purpose of sizing emergency exits, crowd capacity will include all attendees, guests, visitors, volunteers, staff, sub-contractors and concessionaries. The final event management plan shall outline expected numbers for all categories based on ticket sales and previous event history.
- (d) Provision of adequate artificial and emergency lighting and exit signage to cover all escape routes (internally and externally) shall be provided. Furthermore, maintained emergency lighting shall be used within marquees, tents and tented structures. All emergency lighting and exit sign power circuits shall be designed and installed so that the failure of any single power supply does not reduce illumination levels below those permitted by IS 3217
- (e) All exit signage shall be illuminated and of the ‘running man’ configuration. The size of the signs shall be agreed with the Fire Authority prior to the event and will depend on the associated viewing distances.

**FIRE BRIGADE FACILITIES:**

6. (a) An emergency route shall be provided to, from and within the site for emergency vehicles. The emergency access route shall be sign posted, clearly identifiable and kept available for use by emergency service vehicles at all

times. Gates on the emergency route shall be manned at all times. If it is proposed to allow access by non-emergency traffic or pedestrians to any part of the emergency route, procedures for ensuring availability of the **route for emergency vehicles** shall be agreed in writing with the Fire Authority on or before Friday 5<sup>th</sup> July 2024 and shall be incorporated into the Final Event Management Plan.

- (b) Any vehicles obstructing emergency access routes or lay-bys shall be removed immediately.
- (c) The Event organisers shall submit a draft on-site firefighting and water supply plan for approval to the Fire Authority on or before Friday 5<sup>th</sup> July 2024. The draft plan shall include proposals in relation to the following items:
  - Location of Fire Extinguishers shall be indicated on the detailed site layout plan, in accordance with I.S. 291:2015 *Selection, commissioning, installation, inspection and maintenance of portable fire extinguishers*.
  - Certification of Fire Extinguishers to IS 291:2015 including for all vendor unit shall be available for inspection.
  - Firefighting personnel: Minimum of 6 personnel including a supervisor on duty at all times basis, with appropriate rest periods and welfare arrangements.
  - Fire-fighting personnel associated supervisor(s) and security staff shall have appropriated level of training.
  - Vehicles: Minimum of 1No. off-road capable vehicle with appropriate firefighting capability.
  - Equipment: All firefighting equipment to have records demonstrating compliance with the UK *Fire Service Manual – Volume 1: Inspection and Testing of Equipment*, HM Fire Service Inspectorate, London, 2003.
  - Procedures for calling Local Authority fire service.
  - Provision of firefighting water supply subject to approval of the Fire Authority.
- (d) Access all area passes shall be available for all Fire Service personnel.

## TEMPORARY STRUCTURES

- 7. (a) Marquees, tents and tented structures shall be erected in accordance with manufactures recommendations in a safe position. Therefore, all temporary structures, including stage/s, marquees, concert tents, lighting towers, cinema etc, shall be certified by a chartered structural engineer no later than 4.00 pm the day before it is proposed to use them. Additionally, all temporary structures

shall be certified by a chartered structural engineer after adverse weather conditions and after alterations. Certification shall be available on site for inspection by the Fire Authority.

- (b) The construction and use of the marquees shall comply with the *MUTA Code of Practice for Marquees*.
- (c) Test certification for the temporary structure's linings, drapes and roof coverings shall be available on site for inspection by the Fire Authority.
- (d) All electrical wiring, fittings and appliances shall be installed and certified in accordance with IS 10101:2020 & AC1 2020 *National Rules for Electrical Installations* prior to use. Certification shall be available for inspection by the Fire Authority.

#### FIRE LOAD AREAS

- 8. (a) Where LPG gas is used, the cylinders shall be secured in cages or compounds to which members of the public will not have access. Certification shall be available for inspection by the Fire Authority for all gas installations.
- (b) Portable gas or petroleum fuelled heaters, petrol driven generators and sky lanterns are prohibited on the site unless specifically agreed in writing with the Fire Authority in advance. Ongoing inspections shall be carried out by the event organisers to ensure this is maintained for the duration of the event.
- (c) The layout of catering and concession units shall be agreed in writing with the Fire Authority at least one week before the event and shall comply with Sligo Fire Service Requirements for Mobile Food Stalls.
- (d) Specific details of any proposed pyrotechnics shall be supplied to the Fire Authority, in accordance with the requirements of the *Guidance Document for Organised Pyrotechnic Displays*.

#### EVENT CONTROL

- 9. (a) An event control room / area shall be provided throughout the duration of the build-up, event and break down. The event control room shall be provided with necessary facilities as agreed prior to the event with the Fire Authority to be used as an on-site coordination facility by principal response agencies in the event of a major emergency occurring at the event.
- (b) Nominated members of the event safety management team (i.e. Event Controller and Event Safety Officer or their nominated deputies as listed in the

final event management plan), contactable on the event management / security net, are to be on site on a 24-hour basis whilst the campsites are in operation during the event to ensure adequate supervision and management of site safety. Any changes to the event safety management team shall be agreed in writing with the Fire Authority.

- (c) The event controller and event safety officer shall organise and attend an emergency services meeting in the event control room at a pre-arrange time on Saturday and Sunday which will outline the programme for the day ahead as well as reviewing the previous day.
- (d) The adverse weather plan for the event shall be agreed in writing with the Fire Authority at **on or before Friday 5<sup>th</sup> July 2024** and shall include actions to be taken in the event of severe weather advisories or warnings from Met Eireann.
- (e) All aforementioned certifications shall be retained, and be available for inspection, within the event control room
- (f) All areas of the site shall be ready for inspection for compliance with the event licence conditions and statutory fire safety requirements on the day prior to opening to members of the public. The Event Controller and Event Safety Officer shall provide signed proof that all of the above requirements are in place prior to any area being opened to the public i.e. signed verification that all requirements are complied with the day before areas to the public are opened. Therefore, a signed verification document shall be provided on Friday 26<sup>th</sup> July 2024 at 12:00 for all areas being opened to the public on Saturday 27<sup>th</sup> July.

**NOTE:** if any of the above is not provided, or where there are obvious contraventions of same, the areas in question will be assessed the following evening at 16:00 but these areas will remain closed to the public until all of the conditions outlined above are complied with in full.

#### **MEDICAL PROVISIONS:**

- 10. (a) A **Finalised Medical Plan**, approved by the Health Service Executive shall be submitted to the Planning Authority and the HSE, Emergency Management Office on or before **Friday 5<sup>th</sup> July 2024**. The Plan shall be developed by the event organiser in accordance with the Code of Practice for Safety at Outdoor Pop concerts and Other Musical Events (Dept. of Education, 1996) and in consultation and agreement with the HSE Emergency Management, West Office. Please forward same to *emergency.managementwest@hse.ie*.

Any additional requirements of the Emergency Management Office, acting on behalf of the Health Service Executive, shall be resolved directly with this office prior to the grant of licence or to the event.

- (b) All medical personnel that are listed as having roles under the Event Medical Plan are required to be qualified by and registered with the relevant recognised professional body and operate within their scope of practice.
- (c) Any medical / first aid activity at the event shall be recorded, compiled and forwarded directly to the HSE Emergency Management, West Office, within one month of the event taking place. The following information (without names and personal details) should be included:
  - i. Number of patrons accessing medical / first aid services
  - ii. Number of patrons requiring actual treatment
  - iii. Number of patrons moved to hospital (with dates, times and by whom)
  - iv. Types of injury / illness
- (d) This license may be suspended by the Licensing Authority at the request of the Health Service Executive due to issues of public safety in relation to major public health risks. The HSE Health Protection Surveillance Centre (HSPC) provide the most up to date guidance and supporting documents which are available at [www.hpsc.ie](http://www.hpsc.ie).
- (e) Access to the event shall be facilitated for the Health Service Executive Emergency Management Officer or designate. (If the venue/event has specific accreditation considerations, the documentation required to facilitate access should be forwarded to the Emergency Management Office at **least 2 weeks** prior to the event.)
- (f) Access to the immediate area surrounding the event shall be facilitated for Health Service Executive Community Services providing domiciliary care services to the population adjacent to the venue.

#### **WATER SUPPLY & DRINKING WATER:**

- 11. (a) The potable water supply to serve the event shall be taken from the Uisce Eireann potable water supply mains network. At least one week prior to the festival taking place the following shall be submitted to Sligo County Council for written approval:
  - i. Results of bacteriological and chlorine testing of the potable water supplies at the venue.

- ii. Confirmation of the drinking water monitoring program and drinking water distribution points.
- (b) The applicant shall ensure that a clean potable water supply is provided for the duration of the event which complies with the requirements of the EU Drinking Water Regulation 2023. (S.I. No. 99 of 2023).
- (c) All taps shall be cleaned/disinfected prior to use and disinfected at regular intervals daily over the festival. All pipe work and connections shall be disinfected and flushed prior to use.
- (d) All potable water at the event shall have a residual chlorine level of greater than 0.2 mg/l. Any reduction in the levels of chlorine must be resolved immediately.
- (e) Regular chlorine tests shall be undertaken daily over the event and the location of the tests and time taken shall be recorded. These records shall be maintained and made available for inspection by Sligo County Council on request.
- (f) A suitably qualified and experienced environmental specialist shall be employed for the event. The individual shall oversee compliance with environmental planning conditions, drinking water monitor and reporting and consult with third parties and the planning authority.
- (g) Appropriately sized signage shall be erected to identify drinking water locations.

#### **SANITARY ACCOMODATION / WASTEWATER**

- 12. (a) Temporary sanitary accommodation shall be provided within the festival site and its surroundings in accordance with the plans and proposals submitted to the Planning Authority. Provisions shall exceed recommendations of the Code of Practice for the Safety at Outdoor Pop Concerts and other Outdoor Musical Events (Department of Education 1996).
- (b) All domestic wastewater, trade effluent, greywater and soiled water generated on site shall be removed off site by an authorised waste disposal contractor who holds a valid waste collection permit for the disposal of the specific wastes concerned. There shall be no direct or indirect discharge of trade effluent, greywater, or soiled water to surface water or groundwater. All trade effluent and soiled water generated on site shall be intercepted and stored for disposal in accordance with the plans and proposals submitted to the Licensing Authority and in accordance with the requirements of National Waste Legislation.



- (c) IBC wastewater tanks shall be provided on site for the interception, collection, storage and disposal of all trade effluent, greywater and soiled water generated on site. De-sludging/removal of liquid effluents shall be carried out by an Authorised Waste Disposal Contractor who holds a Valid Waste Collection Permit for the collection and disposal of the specific effluents concerned.
- (d) Each temporary toilet unit shall be provided with a hand sanitizing unit. Toilets shall also be lit with temporary lighting for evening use.
- (e) Directional signage of sufficient size stating "Sanitary Accommodation" or "Toilets" shall be erected in areas where the public/attendees shall clearly view.
- (f) All sanitary accommodation units and all wastewater IBC storage tanks shall be in-situ 24 hours prior to the commencement of the outdoor event/arrival of attendees and shall be accessible for inspection by the public health service (HSE) or the Planning Authority. Adequate facilities shall be provided and maintained in the lead up to the preparation and decommissioning of the site to ensure that site staff and employees are accommodated.
- (g) A suitable non-slip surface, adequately drained, shall be provided at all sanitary accommodation areas.
- (h) The event organiser shall ensure that all sanitary facilities are maintained in a clean and hygienic condition throughout the event. Record keeping of the cleaning programme shall be maintained for inspection.
- (i) Separate sanitary facilities to be provided for food workers at a ratio of 1:15 and designated for food workers only. These Sanitary conveniences to be provided with plumbed hand-wash sinks, with hot and cold running water, and suitable hand drying facilities.
- (j) Wastewater collected from the temporary sanitary facilities shall be disposed of in an appropriately licensed wastewater treatment facility in accordance with the requirements of national waste legislation.
- (k) All temporary toilet units located on site shall be operated and maintained in accordance with the manufacturer's instructions and recommendations and shall be serviced and de-sludged on a regular basis throughout the event. De-sludging shall be carried out by an Authorised Waste Disposal Contractor who holds a Valid Waste Collection Permit for the collection and disposal of sewage/sewage sludge.

- (l) All waste fats oils and grease associated with the operation of the catering units on site shall be removed off site in accordance with the requirements of national waste legislation.
- (m) The applicant shall maintain waste disposal records for the disposal of all liquid effluent streams and soiled water for the duration of the event and these records shall be presented to the Planning Authority within **four weeks of completion of the event.**
- (n) Wastewater collected at temporary sanitary facilities must be disposed of in an appropriately licensed waste or wastewater treatment facility. If the intended disposal route is to import the wastewater to an Uisce Éireann wastewater treatment plant, then the Uisce Éireann imported wastewater application process must be adhered to by the Event Manager.
- (o) The Event Manager must apply to Uisce Éireann a minimum of eight weeks in advance of any imports being received. An application form can be requested by emailing [imports@water.ie](mailto:imports@water.ie) or made via the attached link.
- (p) The Event Manager should endeavour to ensure that any temporary food outlets are operated appropriately in relation to the disposal of oils, fats and greases in order to minimise impacts on the wastewater collection and/or treatment system.

#### **WASTE MANAGEMENT:**

- 13. (a) The management of waste arising from the event shall occur as described in the Event Management Plan.
- (b) Sufficient and appropriate waste management infrastructure shall be provided for all event attendees.
- (c) Routine inspection of all waste receptacles shall be carried out to ensure that there is no overflowing of waste from any receptacle.
- (d) Additional waste receptacles should be available to the event organisers in instance where more are deemed to be required in order to prevent environmental pollution or nuisance.
- (e) Waste segregation shall be carried out by all vendors/ concession stands. No build-up of waste shall occur in this area. All vendors involved in the preparation and sale of food shall have a separate collection for food waste.

- (f) All vendors/ concession stand operators are to be made aware of all waste management procedures on the site.
- (g) All waste held in the waste storage area/compound shall be stored in a manner which does not give rise to environmental pollution or nuisance through odour, vermin or litter. The waste compound shall be secured to prevent access from the general public and routinely inspected by event organisers.
- (h) All waste departing the site should travel directly to an Authorised Waste Management Facility which shall be detailed in the final Event Management Plan. Within 28 days of the conclusion of the event, a waste management implementation report shall be submitted to the Environment Section of Sligo County Council. This report should detail the following:
  - i. Number of attendees over each day/ weekend
  - ii. Quantity (in tonnes) of waste collected- broken down by waste type
  - iii. End destination for all waste types
  - iv. Comment on the effectiveness of strategies used and overall effectiveness of the waste management plan.
  - v. Details of any complaints received in relation to waste management/ litter at the site including corrective actions taken by event organisers

## ARCHAEOLOGY

- 14. (a) The applicant is required to engage the services of a suitably qualified Archaeologist to carry out an archaeological assessment of the development site. No sub-surface work should be undertaken in the absence of the Archaeologist without his/her express consent.
- (b) The Archaeologist should carry out any relevant documentary research and inspect the site.
- (c) The Archaeologist shall recommend protection / buffer zones to safeguard the archaeological monuments during this event.
- (d) Having completed the work, the Archaeologist should submit a written report to the National Monuments Service of this Department. The Department will forward a recommendation based on the Archaeological Assessment to the Planning Authority.

## MISCELLANEOUS:

15. (a) A complaints hotline and associated email address shall be in operation from the commencement of the site preparation works associated with the holding of the event until the removal of all structures and associated reinstatement works, and a final clean-up of the site and surroundings, have been carried out at the venue. The complaints hotline and associated email address shall be staffed at all times throughout the period of preparation for the event, the event itself, and the period for the removal of all structures and associated reinstatement works, and a final clean-up of the site and surroundings. A local residents information pack shall be prepared and distributed to local residents prior to the holding of the event. The phone number and email address shall be distributed with the information pack.
- (b) A complaints log of all calls to the hotline and email address shall be maintained including appropriate actions taken and recorded relating to resolution of any complaints received. A copy of this log and a record of all actions taken to resolve complaints received shall be available for inspection throughout the event and a copy of the log shall be forwarded to the Planning Authority on completion of the event.
- (c) A debriefing session shall be arranged by the applicant **within 8 weeks** following the completion of the event. The applicant shall advise the Planning Authority and all relevant parties of details, times and venues of the debriefing session at least 1 week prior to the scheduled date.

#### **ADVICE NOTES:**

The license shall comply in full with all the conditions attached to this licence. In holding the subject event the licensee shall have due regard to the provisions of Section 231 (3) (b) (iv) of the Planning & Development Act 2000 (as amended) and the implications of non-compliance with this licence for future events at this location. The licensee shall also have due regard to the provisions of Section 233 Planning & Development Act 2000 (as amended) which the Planning Authority may use should the event be held in contravention of the terms of this licence.

This event licence relates to the subject event only and nothing in this event licence shall be construed as negating the applicant's statutory obligations or requirements under any other enactments or regulations.

The Irish Aviation Authority request you to note that in accordance with the requirements of the national aerodrome licence as issued by the Irish Aviation Authority to Sligo Airport, a separate submission by the Aerodrome Licensee will be made to the Irish Aviation Authority in advance of the event and will be reviewed and an approval issued depending on the review of that submission.