



Wild Roots Festival

Friday 31st May - Monday 3rd of June 2024

DRAFT EVENT MANAGEMENT PLAN

Outdoor Arts and Music Festival

Hazelwood, Sligo, Co. Sligo

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INTRODUCTION

This plan will describe the various arrangements that will be put in place to ensure the safe and successful execution of The Wild Roots Festival 2024. It has been prepared in accordance with the relevant codes of practice and legislation and includes arrangements for health and safety management, emergency planning and a risk assessment for the event. It also outlines the roles and responsibilities of key personnel and the organisers and their commitment to providing an event where the health, safety and welfare of the public and staff are paramount.

EVENT DETAILS

An application is being made by NOC Shop Limited to hold Wild Roots Arts & Music Festival in the environs of Hazelwood, Sligo, from Friday 31st May to Monday 3rd June 2024 (inclusive). The festival will be a Three-day family-friendly (boutique) music, performing arts and adventure festival, which is expected to attract a musically discerning and socially aware audience along with reconnecting back to nature. The maximum expected attendance is not anticipated to exceed 15,000 at any one time.

ORGANISATION

The organiser of this event is NOC Shop Limited who will accept and show a duty of care for the safety of the event and all persons involved. In particular, they will take all necessary precautions to ensure the safety of:

- All active participants
- Spectators and security personnel
- All non-participants including residents, pedestrians, motorists etc.

APPLICANT DETAILS

Name: NOC Shop Limited
Contact Address: Unit 2 Rathcormac Enterprise Park, Rathcormac, Co. Sligo
E-mail: nocsevents@gmail.com
Tel: 087 773 7869

EVENT SAFETY PLANNING AND MANAGEMENT

Name: Safe Events
Address: [2nd Floor, Cathedral Court, New St S, The Liberties, Dublin 8, D08 C525](#)
Contact: Mark Breen / Martin Cullen
E-mail: mark@safeevents.ie / martin@safeevents.ie
Tel: (01) 531 2531

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EVENT SUMMARY

SCOPE OF THE EVENT MANAGEMENT PLAN

This Draft Event Management Plan has been prepared in accordance with the following codes of practice:

Code of Practice for Safety at Outdoor Pop Concerts and other outdoor musical events which is a voluntary code issued by the Department of Education in January 1996.

Code of Practice for Management of Fire Safety in Places of Assembly, Department of Environment.

Code of Practice for Fire Safety of Furnishings and Fittings in Places of Assembly, Department of Environment.

This Draft event management plan has been prepared with consideration to the LGMA Event Management Guideline 2022.

This plan includes / will include the following key elements:

- Event Management Structure & Responsibilities
- Event Safety Strategy
- Medical Facilities
- Site Security
- Traffic Management Plan
- Emergency Plans
- An environmental monitoring programme for before, during and after the proposed event
- Covid-19 Response & Action Plan – will be included in the final EMP if deemed necessary 4 weeks prior to the event.

DRAWINGS

The following drawings are to be read in conjunction with this Event Management Plan:

- Site Map – 1:1000 scale
- Site Map – 1:2500 scale
- Festoon
- Gas, Lighting & Generators
- Heavy Vehicle Emergency Access & Egress
- Main Campsite – Internal Traffic
- Main Campsite – Pedestrian Emergency Egress
- Public Walkways
- Shower / IBC
- Toilets
- Traders

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Event Management Plan

- Watch Towers
- Waste Management
- Water

SECURITY SENSITIVE INFORMATION

Please note that certain sections of this Event Management Plan contain details of security operational duties and emergency procedures & plans as per regulations. In addition, it includes detailed emergency operational messages which need to remain confidential.

ACCREDITATION

Accreditation will be provided for all relevant statutory agency staff and their agents. Statutory agencies are kindly requested to provide their accreditation requirements at least two weeks in advance of the event.

CONSENT TO USE PREMISES

In accordance with Schedule 187(1) (f) of the Planning and Development (Amendment) Regulations 2015, confirmation in writing of the consent from the owner of the proposed venue is included in Appendix A.

NEWSPAPER NOTIFICATION

A public notice has been placed in both a national and local newspaper. Below is the notification information:

PUBLIC NOTIFICATION APPLICATION:

NOC Shop Ltd. gives notice of intent to apply to Sligo County Council within the next two weeks for a licence to hold an outdoor music event in accordance with part XVI of the Planning and Development Act 2000 (as amended), and the Planning and Development (Amendment) Regulations 2015.

The event will consist of live music entertainment to be held at Hazelwood, Co. Sligo from the 31st of May – 3rd of June 2024 (inclusive) with associated car parking and campsite facilities. The event will have an anticipated attendance of 15,000 plus artists and staff.

The licence application may be inspected at the offices of Sligo County Council during office hours for a period of five weeks from the date of receipt of the application by Sligo County Council. Any submissions or observations may be made to Sligo County Council within a period of three weeks from the date of receipt of the application.

2. Sligo Weekender February 22nd 2024



Thursday, February 22, 2024

Sligo Weekender

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Planning/Legal Notices

SLIGO COUNTY COUNCIL
We, Darren McAteer & Laura Gilmarin, intend to apply for permission for development at this site - Drum House, Drummedalena, Ballygawley Collooney, Co. Sligo. The development will consist of - Construction of a single storey extension garage and all associated site works. The planning application may be inspected, or purchased at a fee not exceeding the reasonable cost of making a copy, at the offices of the planning authority during its public opening hours. A submission or observation

in relation to the application may be made in writing to the planning authority on payment of the prescribed fee, €20, within the period of 5 weeks beginning on the date of receipt by the authority of the application, and such submissions or observations will be considered by the planning authority in making a decision on the application. The planning authority may grant permission subject to or without conditions, or may refuse to grant permission.

SLIGO COUNTY COUNCIL
SITE NOTICE

I, Barry Lavin intend to apply for planning permission for To construct a two storey extension to the rear of dwelling & All associated site development works deemed necessary at 5 Carna View, Pearse Road, Cornageetha, Sligo. The planning application may be inspected or purchased at a fee not exceeding the reasonable cost of making a copy, at the offices of the Planning Authority during its public opening hours. A submission or observation in relation to the application may be made in writing to the Planning Authority on payment

of the prescribed fee (€20.00) within the period of 5 weeks beginning on the date of receipt by the Planning Authority of the application, and such submissions or observations will be considered by the Planning Authority in making a decision on the application. The planning authority may grant permission subject to or without conditions, or may refuse to grant permission.

SLIGO COUNTY COUNCIL
We, Cathal O'Connor, Mark Kelly and James Tahery, intend to apply for Planning Permission for development at West Gardens, Sligo. The development will consist of:

- Demolition of existing derelict brick building to rear demolition of small extension to existing building and demolition of existing overhead beam at entrance gate.

- Change of use of two existing buildings from single storey derelict commercial buildings to two storey residential dwellings. The works include the addition of a second storey to each building and alterations to both front and rear elevations. The proposed units will be 1 no. 2 bed - two storey terraced house and 1 no. - two storey - 3 bed end of terrace house.

- Construction of a block of two semi-detached, 2.5 storey, 3-bedroom houses in the existing yard to the rear.

- Provision of vehicular access, landscaping and all associated site works and service connections to serve the existing and proposed buildings. The Planning application may be inspected, or purchased at a fee not exceeding the Reasonable cost of making a copy, at the offices of the Planning Authority during its opening hours. A submission or observation in relation to the application may be made in writing to the Planning Authority on payment of the prescribed fee, €20, within the period of 5 weeks beginning on the date of receipt by the Authority of the application, and such submissions or observations will be considered by the Planning Authority in making a decision on the application. The Planning Authority may grant permission subject to or without conditions, or may refuse to grant the application. Signed, Cathal O'Connor, Mark Kelly and James Tahery

SLIGO COUNTY COUNCIL
We, John and Maura Keegan, intend to apply for Planning Permission for the Retention of an existing noncommercial shed (No. 1), comprising domestic garage, workshop and storage areas (all within the one unit) and all associated site works. At Aughamore Farm, Carraroe, Co. Sligo. F91 ABC5. The Planning application may be inspected, or purchased at a fee not exceeding the reasonable cost of making a copy, at the offices of the Planning Authority during its public opening hours. A submission or observation in relation to the application may be made in writing to the Planning Authority on payment of the prescribed fee, €20, within the period of 5 weeks beginning on the date of receipt by the Authority of the application, and such submissions or observations will be considered by the planning authority in making a decision on the application. The Planning Authority may grant permission subject to or without conditions, or may refuse to grant the application

PUBLIC NOTICE

EVENT LICENCE APPLICATION

NOC Shop Ltd. gives notice of intent to apply to Sligo County Council within the next two weeks for a licence to hold an outdoor music event in accordance with part XVI of the Planning and Development Act 2000 (as amended), and the Planning and Development (Amendment) Regulations 2015.

The event will consist of live music entertainment to be held at Hazelwood, Co. Sligo from the 31st May - 3rd of June 2024 (inclusive) with associated car parking and campsite facilities available from 9:00 on Friday 31st of May to 14:00 Monday 3rd of June 2024. The event will have an anticipated attendance of 15,000 at any one time.

The licence application may be inspected at the offices of Sligo County Council during office hours for a period of five weeks from the date of receipt of the application by Sligo County Council. Any submissions or observations may be made to Sligo County Council within a period of three weeks from the date of receipt of the application.

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Citizens Information

Citizens Information has moved to 0818 PREFIX

The Citizens Information Board and its funded services have now moved to the 0818 prefix for all its telephone numbers. Following a ComReg review and consultation, the number of Non-Geographic Numbers (NGNs) has been reduced from five to two. Only the 1800 Freephone and 0818 Standard Rate NGNs will remain in use.

ALL OTHER NUMBERS WILL CEASE TO OPERATE FROM 1 JANUARY 2022.

Will calls to 0818 cost more?

Calls to 0818 will cost the same as to the previous 0761 numbers. Calls to 0818 are included in call bundles or will cost no more than calling a landline.

HELPLINE NUMBERS

The national helpline numbers with the new prefix are:

The Citizens Information Phone Service is 0818 07 4000

The Money Advice and Budgeting Service is 0818 07 2000

The National Advocacy Service is 0818 07 3000

For a listing of all local service numbers check out citizensinformation.ie or mabs.ie.

The details of regional NAS offices can be found at advocacy.ie.

The old 0761 numbers will remain operational in tandem with 0818 until 31 December 2021. However, from 1 January 2022, only the 0818 numbers will connect you to the relevant service. Further information from North Connacht and Ulster Citizens Information Service, Sligo.

Tel: 0818 0 75390, Tubbercurry Tel: 071 9120433, email: sligo@citinfo.ie.

Funded and Supported by the Citizens Information Board.

KNOW YOUR RIGHTS

NEW STATUTORY SICK PAY SCHEME

What is the Statutory Sick Pay scheme (SSP)?

The SSP scheme, which began 1 January 2023, gives you a legal right to 3 days' sick pay per year. It is proposed to increase the number of days to:

5 days for 2024

7 days for 2025

10 days for 2026

Am I entitled to claim sick pay?

You are entitled to statutory sick pay if you:

Are an employee.

Have worked for your employer for at least 13 continuous weeks before you were off work sick.

Are certified by a GP as unable to work. Please note you should be certified from day 1 of your sick leave.

How much sick pay am I entitled to?

Your employer pays sick pay at 70% of your normal pay up to a maximum of €110 a day. Your employer can have a more generous sick pay scheme, but they can't give you less than the statutory amount.

What if I am off for more than 3 days?

If you are off work sick for more than 3 days, and you have enough PRSI contributions, you can apply to the Department of Social Protection (DSP) for a payment called Illness Benefit.

If you do not have enough PRSI contributions, you should contact the DSP's representative at your local health centre. They will assess your situation.

Know Your Rights has been compiled by

North Connacht & Ulster Citizens Information Service Sligo with offices in Rockwood Parade, Sligo and Teach Laighne Tubbercurry, Sligo Tel: 081 8076390, email: sligo@citinfo.ie, Tubbercurry Tel: 071 91 20433. Information is also available online at www.citizensinformation.ie and from the Citizens Information Phone Service, 0818074000.

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Event Management Plan

Original copies of the newspaper notifications have been provided to Sligo County Council as part of the event Licence application. Copies of the newspaper notifications can be found within the Appendix.

OPERATIONAL HOURS

Wild Roots Festival will open to attendees circa 09:00 on Friday the 31st of May and will end at 13:00 on Monday 3rd of June.

AUDIENCE PROFILE

It is expected that this will attract families and a mature predominantly adult audience from 25 years to 45 years in age with male to female ratio of 50:50. We anticipate a peaceful, good-natured audience due to the family friendly atmosphere.

EXPECTED ATTENDANCE

The expected audience attending this event will be in the region of 10,000 - 15,000 people per day. Current ticket sales figures will be provided weekly throughout the month of May to An Garda Síochána upon request.

TICKETS

Tickets are being sold online through www.wildroots.ie

BOX OFFICE

Note: The following times may be updated closer to the event:

Date	Start Time	End Time
Friday	09:00	22:00
Saturday	09:00	22:00
Sunday	12:00	21:00

Should attendees arrive at the site outside the Box Office hours, reasonable efforts will be made to facilitate access to ensure that attendees are not turned away. Activity outside office standard hours will be monitored by Event Control.

MAIN MUSIC ACTIVITIES

Date	Opening Time	Duration
Thursday 30th of May 2024	Closed	Closed
Friday 31st May to Sunday 2nd June 2024	13.00 hrs	14.00 – 00.00

All other venues performance hours shall be as follows:

Venue	Date	Opening Time	Duration
Wild West Stage	Friday 31st May to Sunday 2nd June 2024	11.00 hrs	12.00 – 01.00
District 22	Friday 31st May to Sunday 2nd June 2024	13.00hrs	16.00 – 02.00
The Church	Friday 31st May to Sunday 2nd June 2024	11.00hrs	12.00 – 01:45
Circus Tent	Friday 31st May to Sunday 2nd June 2024	11.00hrs	12.00 – 23:00

Pending satisfactory pre-opening checks of the arena, gates into the arena will open approximately one hour before the music begins in order to alleviate any queues forming, and to allow a safe and relaxed entry for those patrons attending the event. If, however, the venue has been given the ‘all-clear’ prior to this time and if substantial crowds congregate, gates may open prior to that time.

ALCOHOL LICENCE

A licence application will be made to the courts by Brian O’Sullivan, Garavogue Bar to sell alcohol at this event.

Opening hours will be in accordance with the licensing conditions on Friday 31st May to June 2nd 2024. The bar operations will be supervised and operated by Brian O’Sullivan. The bar operation will be strictly monitored during the course of the event by the bar manager and event organiser. Drinks will be served in plastic cups only. The Bar manager has the authority to close the bar at any time should there be any concern regarding excessive drinking and consequential safety/public order risks.

The following rules and regulations will be adhered to in relation to the management of bars onsite:

Under the intoxicating liquor act of 2003 the licensee, bar manager and bar staff shall not allow supply of alcohol to a drunk person or admit a drunken person to the bar. (A ‘drunken person’ is someone intoxicated to such a degree that they may endanger themselves or other people)

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Security arrangements to ensure this control is under the management of the event organisers, see security provisions. The bar manager and the bar staff have the right to ask for formal ID from all persons entering the bar area if deemed appropriate and if age is at question, to ensure all licensing laws are adhered to.

Ensure adequate water and electricity supply are provided. Back up water supply will be available as per contingency water plan.

If ice is provided it must be made using a potable water source and be stored in a clean and hygienic manner.

For reasons of hygiene, health and safety, the use of disposable plastic glasses will be in use. Therefore, a single sink only may suffice.

The bar counter shall be finished with a smooth and durable washable surface.

Suitable non slip, durable and easily cleanable flooring shall be provided to the rear of the bar counter.

An adequate number of covered receptacles shall be provided for the disposal of refuse.

Wastewater shall be collected and disposed of in an appropriate manner e.g. holding tanks provided for this purpose

With regard to the legislation referred above, the bar manager will ensure at all times during the operation of the bar that the structure is cleanly maintained and that a good standard of operational and personal hygiene is observed by staff.

Staff sanitary accommodation with a wash hand basin, hot and cold water, liquid soap and paper towels shall be provided in close proximity to the bar and inaccessible to the public.

The requirements of the Public Health and Tobacco acts 2002-2004 will apply.

EVENT SAFETY MANAGEMENT AND EVENT OPERATIONAL PERSONNEL

OBJECTIVES/ RISK ASSESSMENT

It is the promoter's policy to provide sufficiently trained and competent staff, together with the implementation of recognised safety management systems to ensure the safe admission, accommodation and exit of persons attending the event.

In preparing this plan, a risk assessment of all aspects of crowd safety has been undertaken and recommendations have been made to NOC Shop Limited on the safety measures necessary to minimise, as far as reasonably practicable, risks to the public attending this event.

It is also noted that the risk assessment undertaken in connection with this plan, does not extend to assessing the risks arising from buildings/premises or sites adjoining any of the proposed events e.g.:

1. Fire /explosion/ toxic risks from such buildings / sites,
2. Risks of building elements, falling on the public.

A copy of the draft Risk Assessment is available in the Appendix.

EVENT CONTROL HOURS

Event Control hours will be split over three daily shifts for the duration of the weekend. They are as follows:

Friday	08:00 – 15:00:	(Event Controller) & (Event Control Logger)
	15:00 – 03:00:	(Event Controller) & (Event Control Logger).
Saturday	03:00 – 15:00:	(Event Controller) & (Event Control Logger).
	15:00 – 03:00:	(Event Controller) & (Event Control Logger).
Sunday	03:00 – 15:00:	(Event Controller) & (Event Control Logger).
	15:00 – 03:00:	(Event Controller) & (Event Control Logger).
Monday	03:00 – 15:00:	(Event Controller) & (Event Control Logger).

The event controller and event safety officer shall organise and attend an emergency services meeting in the event control room at 10:00 on Thursday, Friday, Saturday and Sunday, along with a meeting at 15:00 Monday, which will outline the programme for the day ahead as well as reviewing the previous day.

INSURANCE

Public and Employee Liability Insurance provided by: Event Insure with Public liability of €6,500,000 and Employers Liability of €13,000,000, as advised in the LGMA Event Management guidelines 2022 for category D events.

EVENT AND SAFETY MANAGEMENT & OPERATIONAL PERSONNEL

The following personnel will be responsible for the overall achievement of a safe event and ensure the relevant safety standards and regulations are applied in their specific areas.

<u>Position</u>	<u>Name</u>	<u>Contact Name & Number</u>	
Event Control (Day)	Safe Events	Mark Breen	086823337
Event Control (Night)	Safe Events	Martin Cullen	0864177188
Event Site Safety	Safe Events		
Fire Safety Officer	CRC Consulting	Cathal Ryan	0868202739
Fire Safety Provider	Fire Protection Ireland	Johnny Fagan	049 8547278
Noise Monitoring			
Medical Coordinator	Festimed	David Rock	
Production Management	Wild Roots	Nedine Dolan	0860382098
Site Management	Wild Roots	Neil O'Connell	0877737869
Artist Liaison	MCG Management	Aileen McGovern	0838612909
Trader Management	No Disco		
Security Provider	Pulse / Profile Risk Management		
Structural Engineer	Minerva Consulting	Tom Crotty	0860323586
Electrician	Daryl Nolan Electrical Services	Daryl Nolan	0876818435
Generator Hire / Event Power			
Plumbing	Wild Roots	Mervin Hevrin	0872350867
Communications	TBC	TBC	
CCTV	Sat Planet tbc		(071)916 2757
Sustainability / Environment	TBC		
Litter Management	TBC		

<u>Location</u>	<u>Contact Number</u>	
Garda Control	Pat Harney	0868282503
Medic Control	David Rock	01 969 7 112
Production	Nedine Dolan	0860382098

RESPONSIBLE PERSONNEL

The duties of the key personnel will be as follows:

EVENT CONTROLLER

Mark Breen and Martin Cullen have been appointed as Event Controllers for the Festival. The Event Controller has the status and authority to take overall responsibility for the management of the event. Listed below are some the duties and responsibilities of the Event Controller:

1. Overall responsibility for effective communication between all relevant parties.
2. Overall responsibility for event management arrangements.
3. Selection of competent staff.
4. Appoint a competent person to take responsibility for the provision of:
 - a. Medical, First Aid and / or Ambulance needed for the event.
5. Ensure that there is an adequate level of security provided for the event.
6. Ensure that there is control over contractors and sub-contractors.
7. Development and implementation of Management strategies for crowd transport, welfare, first aid contingencies, fire and major incident health and safety.
8. Ensure provision of Rubbish and waste removal by certified waste disposal contractors.
9. To liaise with and notify the health and safety staff of any near-misses, accidents, dangerous occurrences etc.

EVENT SAFETY OFFICER

A safety officer will be appointed for the festival. S/He is involved in the event from initial planning stages through to debrief. Some of the roles and responsibilities of the Safety Officer are listed below:

1. Ensure there is a common understanding of the event organisers safety management plan,
2. Activate procedures when dealing with safety and emergency concerns,
3. Liaise with response personnel such as event security personnel and external stakeholders such as emergency services representatives and local authorities,
4. Ensure appropriate communication methods between all relevant parties,

Event Management Plan

5. Ensure that safety inspections take place prior to event,
6. To be present during the event to monitor and manage all the safety arrangements,
7. Activate emergency procedure when required,
8. Conduct investigations into accidents, near-misses and dangerous occurrences,
9. Ensure event training is conducted for all key event personnel,
10. Ensure pre-event safety briefings for all volunteer stewards are conducted,
11. Follow guidance within event safety management plan,
12. Ensure controls are put in place for any additional hazards that will occur that are not covered by the event management safety plan eg. Complete blank risk assessment form.

EVENT FIRE SAFETY OFFICER

A Fire Safety Officer will be appointed for the event. He is involved in the event from initial planning stages through to debrief. Some of the roles and responsibilities of the Fire Safety Officer are listed below:

1. Ensure there is a common understanding of the event organisers safety management plan
2. Activate procedures when dealing with safety and emergency concerns
3. Liaise with response personnel such as event Stewarding Personnel and external stakeholders such as emergency services representatives and local authorities
4. Ensure appropriate communication methods between all relevant parties
5. Ensure that safety inspections take place prior to event
6. To be present during the event to monitor and manage all the safety arrangements
7. Activate emergency procedure when required
8. Conduct investigations into accidents, near-misses and dangerous occurrences
9. Ensure event training is conducted for all key event personnel
10. Ensure pre-event Fire safety briefings for all volunteer stewards are conducted
11. Follow guidance within event safety management plan
12. Ensure controls are put in place for any additional hazards that will occur that are not covered by the event management safety plan e.g. Complete blank risk assessment form.

SITE MANAGER

The Site Manager will be responsible for the build up and take down on site. He will work with the Event Controller and Safety Officer throughout the event dealing with any issues that may arise regarding the site conditions, infrastructure for the event etc.

HEAD OF SECURITY

The head of security will manage all aspects of security on behalf of the contracted security company and will be responsible for the following:

1. Overall responsibility for the security of the event.
2. Deploy and control security staff as required and monitor situations as they arise.
3. Be aware of the venue layout and emergency procedures.
4. Ensure that all security personnel are correctly briefed in advance of the event.
5. Manage an incident reporting system on site.

The Heads of Security will ensure that they conduct a security briefing in advance of the event. In addition;

6. The Event Controller and Safety Officer will brief all supervisors in advance of the event.
7. The briefing may be attended by Senior Gardaí or other relevant stakeholders / members of staff.
8. Supervisors will, in turn, brief the staff under their remit.
9. The following will be covered during the briefing:
 1. Overview of the event
 2. Covid-19 Event Induction
 3. Site nuances
 4. Audience Profile
 5. Duties of security personnel
 6. On Site Communication
 7. Access / Egress Information
 8. Eviction Policy & Procedures
 9. Risk Assessment
 10. Emergency Procedures
 11. Evacuation Procedures
 12. General Information
 13. Lost Property

SECURITY ZONES & ALLOCATION

Security teams and personnel will be assigned to specific static locations, areas and zones or within a roaming team. A full schedule of security positions, roles and shifts will be provided in the Appendix of future drafts of this Event Management Plan.

DEFINITION OF A STEWARD

An individual providing services at an event which are not licensable by the PSA.

An Event Steward **may not** undertake any task of a security nature. Such tasks include but are not limited to:

- Preventing unauthorized entry.
- Removal of persons from venue.
- Protection of property.
- Protection of persons (but not including guarding or protective services provided in relation to a specific individual or specific individuals).
- Searching for and controlling prohibited goods, items or other objects.

DEFINITION OF A SECURITY GUARD

The provision of any of the following functions at, in or in the vicinity of any premises or any other place where a public or private event or function is taking place or about to take place

- controlling, supervising, regulating or restricting entry to the premises or place,
- controlling or monitoring the behaviour of persons therein for the purposes of event security
- removing persons therefrom because of their behaviour.

DEPLOYMENT & IDENTIFICATION

All Security will be identified by uniform and high-vis numbered tabards. PSA badges must be displayed by all security at all times and a log of badge numbers to match tabard numbers must be kept at all times during the event and after the event. This list will also be made available to the Gardaí for one month after the event. All security vehicles used during the event will be clearly identified as such.

INCIDENT REPORTING

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

- A patron or member of the public is asked to leave or is evicted
- Lost child
- A physical altercation takes place

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- A patron has a complaint
- If medical staff have to be called to an incident
- If An Garda Síochána need to be called to an incident
- Any other incident as requested by the Event Controller or Head of Security.
- Any other incident identified in the Covid-19 Response Plan

IDENTIFYING HAZARDS

- Decide who might be hurt and how
- Evaluate the risks and decide on a suitable precaution
- Review your assessment and update if necessary

All risk assessments will be shared with Event Control on site and the precautions measured and discussed.

All security staff will familiarise themselves with their immediate vicinity and perform a personal risk assessment of their position.

STEWARDED DUTIES

- Checking tickets.
- Directing persons to seats, facilities or other areas of a venue during the normal course of an event.
- Providing safety advice and assistance.
- Ensuring all entrances, exits, passageways, stairways and other concourses are kept clear for health and safety purposes.
- Checking and reporting of any matter posing a risk to the health and safety of persons.
- Observation and reporting of crowd dynamics.

SECURITY PERSONNEL DUTIES

The primary duties of all security personnel are to ensure that the public are safely accommodated within the venue in an organized manner and to ensure the safety and comfort of all attendees at the event.

The following are the main duties of security personnel:

- Be aware of the venue layout and facilities
- Control and direct spectators who are entering or leaving the venue

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- Assist in the diversion of spectators to other parts of the venue, including the closing of doors when the capacity for any area has been reached
- Know and understand the evacuation procedures and coded messages
- 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 climbing on structures. (Where, by virtue of the scale of the incidents, security personnel are unable to prevent such activity, they should immediately report the matter to the Area Security Personnel Supervisor, or the nearest Garda Siochana)
- Ensure combustible refuse does not accumulate
- Assist in the prevention of breaches of Covid-19 Regulations and event rules
- 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, while the venue is in use
- Be aware of the location of fire-fighting and medical equipment in the area
- Recognize potential hazards and suspect packages and report such findings immediately to the Area Security Personnel Supervisor or to the nearest Garda Officer
- Comply promptly with any instruction given in an emergency by a Garda Officer, the Event Controller, the Safety Officer, Fire Safety Officer or the Chief Security Officer
- Assist in the prevention of breaches of Venue Regulations – Monitor and manage capacity on a continuous basis
- Identify and investigate any incident or occurrence among spectators and report findings to the Chief Security Officer
- Assist in the prevention of invasion/overcrowding of an area
- Report to the Head of Security any damage or defect likely to cause injury or danger to persons in attendance
- Undertake duties relating to emergency and evacuation procedures
- Keep all gangways and designated sterile areas clear at all times
- 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 their Supervisor who, if it is considered necessary, can arrange for a replacement.

EVICTIION POLICY

Any members of the public being considered for eviction will first be brought to the Event Control Area to ensure that the incident is logged and managed as per the agreed policy.

Please see the Appendix for a copy of the eviction policy.

SECURITY PERSONNEL SELECTION

All Security Personnel will have relevant event security experience and the majority will have been involved in training sessions. All Security Personnel for the event will be made familiar with Hazelwood and its environs and will have participated in pre-event orientation.

SECURITY PRE-EVENT BRIEFING MEETING

A briefing meeting/pre-event meeting of supervisors will be held prior to the event to highlight event-specific issues to security personnel. The Event Controller will chair the meeting along with the Event Safety Officer and a Senior Garda Officer will also attend (if available) the briefing will include:

1. The expected attendance and any special security requirements arising;
2. All arrangements for the safe management of the event;
3. Emergency procedures and any special contingency plans;
4. The deployment of staff and advice on any specific roles.
5. The Head of Security will brief their security personnel under their command on duties and will issue a sheet of instructions to them.
6. Security Personnel will have been given practical instruction and training appropriate to their responsibility.
7. Security Personnel will be provided with written instructions outlining the action to be taken in case of an emergency.
8. Staff and security personnel will receive verbal and written instructions from a competent person before the event.
9. Supervisors will be given a safety checklist of pre-opening issues to be addressed. Before gates open the Event Controller will check with all area supervisors to confirm they have signed off on all pre-opening checks.

FIRE SECURITY / MARSHALLS

Security personnel and stewards with specific training in the usage of fire extinguishers will be positioned within the campsite, and any other areas of concern for the duration of the event.

ENTRANCE POLICY

A search of attendees and their property will be conducted at the main entrance to both the event site (inside Gate E) and at the entrance to the campervan campsite. Searches will be conducted by licensed security personnel and will be supervised throughout.

Patrons found in possession of any offensive weapons or drugs will not be admitted to the site, if warranted assistance from An Garda Síochána will be requested. Patrons under the influence of alcohol or drugs will not be admitted.

At the point of entry patrons will have their bags searched. The following is strictly prohibited from the entire site;

- Glass bottles
- Weapons or items construed by security staff as potential weapons.
- Gazebos
- Gas canisters

Items banned from the performance arena include;

- Tents, sleeping bags etc.
- Trolleys

ALCOHOL

Attendees will be permitted to bring a personal allocation of their own alcohol into the festival, personal quota as follows:

- 24 X 500 ml cans of beer **OR**
- 1 X 750ml bottle of spirits **OR**
- 2 bottles of wine (decanted into a plastic bottle) / or 1 X 2 litre wine box

NOTE: No alcohol permitted on Any day passes.

1. This applies to all ticket holders, performers and event staff.
2. Patrons will be checked at the point of wrist-banding.
3. Absolutely no re-entry with alcohol once wrist-banded.
4. **Day ticket holders** are not permitted to bring any alcohol – it will be confiscated at point of wrist-banding.

The allocation of alcohol must be brought into the festival at time of first entry. If the patron leaves the festival grounds alcohol will not be permitted on re-entry. Families entering the festival at any time with sealed plastic bottles or cartons of fluids for their children will be permitted.

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There are **no glass containers** permitted on site whatsoever.

TEMPORARY STRUCTURES

Stages and Marquees will be erected by specialist contract companies using a structurally validated system.

All temporary structures will be inspected and certified by an Independent Structural Engineer.

Fabric Materials and Internal Linings

Fire Rating – all external material and fabric linings are to be of inherently flame-retardant fabric or durably flame-retardant fabric when tested to BS 5438 Tests 2B with a 10 second flame application time. Rigid side wall materials should be Class 1 in accordance with BS 476 Part 7.

Floor Coverings

All floor coverings if applicable shall be designed and installed so as to provide floor surfaces, which are free of obstructions and substances liable to cause persons to slip.

Means of Escape

Adequate means of escape will be provided in every structure so as to ensure that in the event of an outbreak of fire in any part of the structure each occupant should be able to reach safety, unaided and without being placed at hazard while doing so.

Fire Fighting Equipment

All firefighting equipment will be sited so that it cannot be vandalised or interfered with by spectators but so that it is readily accessible to personnel.

ERECTION SAFETY PROCEDURE

Erection of all structures shall be in accordance with a safety system of work. Where work cannot be done safely from the ground or part of the structure then it shall be carried out in accordance with The Safety, Health and Welfare at Work (Work at Height) Regulations, 2006. No work shall be carried out from any part of a structure, which is fragile or liable to fracture under a person's weight. Where work is carried out in a position from which a person is liable to fall more than 2 meters and the use of a scaffold or properly secured ladder is not practicable then work may be carried out from the structure itself provided that it is capable of bearing the weight of a person and that person is provided with and uses safety harness, fall arrest device and safety line securely attached to the structure.

Safety Procedures When in Use

1. All floors and steps shall be kept clear of rubbish, dirt or articles or substances liable to cause persons to slip or trip.
2. No flammable materials may be stored or kept in the structures and no naked flames, whatsoever, shall be permitted.

The “Safe Holding capacity” shall not exceed the lowest of the following:

- Entry capacity
- Holding capacity
- Exit capacity
- Emergency exit capacity

Excel breakdown of the same for each structure and area will be included in the final event management plan.

Excel breakdown of expected attendance by attendees, guests, visitors, volunteers, staff, sub-contractors and vendors will be included in the final event management plan.

FIRE SAFETY PRECAUTIONS

FIRE SAFETY STRATEGY

The Fire Safety Strategy for this event is based on three key areas, i.e. prevention, detection and emergency action; in this regard the following is being put in place:

Prevention:

- All marquees and temporary structures will comprise of suitably fire rated materials.
- All electrical installations will be carried out by suitably qualified electricians and certified upon completion.
- All caterers and vendors will be issued with detailed instructions re fire safety and all units will be checked by the safety officer prior to the public being admitted to the site.
- Safety Officer and Fire Officer to check vendors prior to public entry.
- A team of litter pickers will ensure that refuse does not build up on site, and that containers are removed to the central processing area when appropriate.
- All security personnel will be given detailed instructions, both verbally and in written format, in respect of fire safety, prior to the event.
- Fire points will be located throughout the venue, in marquees, at all locations of electrical equipment, and throughout the camp site.
- The site area provides more than twice the 'area per person' required by the Code of Practice for Safety at Pop Concerts. This means that patrons can easily be moved away from any incident to an area of relative safety.

Detection:

- All supervisors and security personnel will be briefed on fire prevention.
- All supervisors will be on mobile radio communication.
- Firefighting equipment will be available for 'first aid' firefighting purposes.

Emergency Action:

- All security personnel, staff and volunteers will be briefed orally and in writing on emergency action procedures.
- Access routes to the site and within the event site and campsite will be available for emergency access.
- 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

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- The local Fire Brigade will be notified of any significant outbreak of fire (via Event Control & the Fire Officer).
- 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 FIGHTING EQUIPMENT

Fire-fighting equipment will be provided on site by Fire Protection Ireland. The Fire Safety Officer will oversee the distribution of fire points throughout the site. A detailed list of all locations and extinguisher types will be included in the final event management plan and sent to the Fire Officer. A stand by bank of various types of extinguishers will be left at the control room to replace refills throughout the event.

A level of cover will be agreed with the Fire officer in advance of the event and a detailed breakdown of cover will be included in the final Event Management Plan.

- Security personnel trained in the usage of fire extinguishers will be provided as part of the overall security cover for the event.
- Fire extinguishers shall also be positioned at designated fire points, as agreed with the fire service.
- Current certification on testing and maintenance for all fire extinguishers will be provided by the specialist supplier and will be available for inspection.
- Concession managers will be required to provide all of their required firefighting equipment. An inspection will be conducted in advance of the event to ensure that the equipment is sufficient and adequate.
- Location of Fire Extinguishers shall be indicated on the detailed site layout plan, in accordance with I.S. 291:2015. This map will be made available approximately one week prior to the event.
- 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.
- Response times: Maximum response time to the arena of 3 minutes, campsite 5 minutes, carparks 7 minutes from time of first alarm by event staff.

CERTIFICATION

All fabrics and marquees used on site will carry a fire cert which will be available in the fire safety file within the control room at any time during the event.

The Fire Safety Officer will assist the fire officer with his pre-event checks prior to opening and ensure all elements of the event are compliant with current regulations.

SPECIAL EFFECTS / PYRO

As part of the main festival event a number of special effects will be utilised. These special effects will be provided and managed by Rocket Pyro. Pyrotechnic effects will be limited to the use of CO2 and a firebox.

Please see Appendix for Fire Performers Safety Guideline.

This will be used as a guide to all fire performers in advance of the festival.

LITTER

Wild Roots Festival will contract a company to manage and implement the Litter & Waste Management. They will have staff on patrol throughout the event to ensure there is no build-up of materials to cause a fire hazard. See the Appendix for a copy of the waste management plan.

Refuse collection will be located at the waste compound where the general public are not permitted.

VENDORS AND CATERING AREAS

Petrol Generators are not permitted on site at any time and appropriate separation for units using L.P.G will be agreed with the fire officer in advance. <<6m more detail needed – EOC to provide>>

EMERGENCY ACCESS

Throughout the event site and campsite sterile routes will be maintained at all times to allow access for the on-site fire crew. These will be monitored throughout the event to ensure they are free flow at all times.

The promoter will comply with all obligations under the Fire Services Act 1981 & 2003 and will ensure that the fire safety precautions above are adhered to at all times.

SMOKING

Smoking will not be permitted in any covered or enclosed area in accordance with current legislation. Note: this does not include attendee's own personal tents.

Adequately sized signage will be displayed prominently and security personnel will monitor each of the relevant areas on an on-going basis to ensure compliance.

EMERGENCY PLAN AND PROCEDURES

PURPOSE OF EMERGENCY PLAN

This is defined as any unforeseen circumstance at an event held within the venue (Hazelwood), which has caused, or has potential to cause, serious injury and/or loss of life on a scale, which makes it clearly impossible for normal services to cope. Such an emergency could arise from:

1. Fire outbreak on a substantial scale
2. Explosion or bomb threat
3. Structural collapse
4. Toxic chemical spillage on internal roads
5. Serious crowd disorder
6. Panic arising from any of the above

Externally sourced emergencies are not considered here (e.g. Plan for major traffic incident involving hazardous materials) as these are already covered in the Major Emergency Plan for Sligo.

ACTIVATION OF EVENT EMERGENCY PLAN

During all normal operations, control of the event rests with the Event Controller. If an emergency arises, they, in consultation with the Senior Garda Officer present (or Senior Fire Officer as appropriate) and the Event Safety Officer will decide whether it is designated as a minor emergency or a serious emergency. A serious emergency exists when it is apparent that any of the normal services for crowd control and safety as well as first aid are about to be overwhelmed and major external assistance is required.

In the event of the need arising to alert the Control Room, Event Controller or Event Safety Officer to a potential danger situation, "Control Room Alert" should precede all communications.

TRANSFER OF RESPONSIBILITY TO AN EMERGENCY CONTROLLER

Once a serious emergency (actual or potential and agreed upon in conjunction with the Senior Garda Officer) is identified, the Event Controller shall transfer responsibility for control to the Emergency Controller (Senior Garda Officer initially as they will be present on site). The transfer of responsibility shall be accompanied by a formal statement, e.g. "You are now in control of operations". The time of transfer shall be logged by the person assuming control. Thereafter the Event Controller shall act to assist the Emergency Controller in the provision of all resources that are available to her/him.

INCIDENT CATEGORIES

MAJOR INCIDENT

A major incident is an incident that requires the event to be cancelled and the situation to be handed over to the statutory agencies.

MINOR INCIDENT

Minor Incidents are incidents that do not require the intervention of the statutory agencies but need to be dealt with by the event organisers.

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It is important to appreciate that a minor incident could have the potential to develop into a major incident if not properly planned for and managed. NOC Shop Limited's management contingency plans deal with minor incidents to prevent this from happening.

While every effort will be made to ensure that operations proceed smoothly, it is imperative to plan for unforeseen circumstances in order to ensure public safety. It may be necessary to stop, curtail or limit an event in the interest of safety. If an event has to be stopped, curtailed or limited, it will only occur upon the direction of the Event Controller.

Factors, which will be taken into account when deciding to stop, curtail, or limit an event are as follows:

1. Advice from the Statutory Agencies
2. Advice from the Head of Security

If it becomes apparent to the Event Controller that a danger to participants, staff, statutory agencies, or the public at large is imminent or threatened, the event may be stopped, curtailed or limited by the Event Controller

Emergency routes are shown on the event drawings for use in an emergency. Rendezvous Points are designated where it will be possible to brief the Emergency Services on arrival to incidents.

EMERGENCY CONTROLLER

The Emergency Controller shall take control over the entire operation until or unless the circumstances of the emergency dictate otherwise, e.g. The Senior Fire Officer present would take charge in the instance of a major fire. In this event, the Emergency Controller would be responsible for keeping the emergency area clear.

The Emergency Controller shall immediately confirm the nature and location of the serious emergency. When he/she knows these facts he/she shall immediately inform the Communications Centre at Garda Headquarters that a Serious Emergency exists (or is imminent) in Hazelwood and that the Event Emergency Plan has been activated. All messages of this nature should be of the following format:

"Ladies and Gentlemen this is a security announcement. Due to crowd difficulties at.....we are temporarily stopping the event. In the interest of safety, please move away from (specify area of disturbance) and follow the instructions of security personnel. As soon as the situation is back to normal we will restart the event."

FACILITIES:

The Emergency Controller shall then ensure that all facilities required for the emergency are made available. The Production Manager (if present, or if not, the Event Controller) shall ensure that all facilities including communications, office space, marquee space and staff are made available for temporary first aid and/or mortuary facilities.

EVACUATION

If the Emergency Controller considers that a full (or at least substantial) evacuation is required, he should inform the Event Controller. This decision can only be taken in the presence of an agreed Serious Emergency and the consequent transfer of control from the Event Controller to the Emergency Controller.

EMERGENCY PROCEDURES IN THE EVENT OF FIRE OR OTHER EMERGENCY

FIRE

1. The security personnel who discovers or is informed of a fire outbreak is to immediately inform a Supervisor, who will advise Event Control (to include Fire Protection Ireland and the Event Safety Fire Officer) by clearly stating the location and source of the fire.
2. Security personnel/designated fire personnel should attack the fire using the appropriate fire extinguishers, if safe to do.
3. The Central Control Room (Fire Protection Ireland or the Event Fire Safety Officer) will:
 - a) Relay the call to Sligo Fire Service (Senior Fire Officer) if necessary. Sligo Fire Services will liaise with ERCC with regards to any requests for the fire brigade by any members of the public attending the event or any staff requests.
 - b) Send out a radio alert to all supervisors "Attention all units Mr. Ash is required at (location)"
 - c) Supervisors in all areas will ensure that all exit routes are clear (e.g. stopping people converging into routes) and that security personnel are put on standby for clearing queues.

NB: Upon transmission of the fire outbreak message, all unnecessary radio communication must cease until the emergency is over.

4. If the fire is not serious or is a false alarm, the Event Controller following consultation with the Event Fire Safety Officer (and Senior Garda/Fire Officers present) will issue the stand down radio message "Attention all units. Mr. Ash is NOT required at (location of incident)."
5. If the fire is serious, the Event Controller/Emergency Controller in consultation with the Event Fire Safety Officer (and Senior Garda) will instruct that the area(s) at risk (i.e. part of venue – full venue evacuation may not be necessary) be evacuated following the Evacuation Procedures in 7.4.

BOMB

1. The Central Control Room is to be immediately informed of the full details of any bomb threat.
2. The Event Controller, Senior Garda Officer and Event Fire Safety Officer are to evaluate all the information received, to determine the veracity of the threat.
3. If the Senior Garda Officer orders a 'Bomb Alert' the Event Controller is to initiate a search of the area(s) of concern in a coded radio message "Attention all units. Mr. Mills is required in the Duty Manager's Office (or specified area)".
4. The Supervisor(s) are to immediately initiate a systematic search of the area(s) of concern. If a suspect package is found, the immediate area is to be secured and the Control Room is to be directly informed with the following message. "Attention all units. Mr. Mills is urgently required at (location). The object was found."
5. Supervisors in all other areas will ensure that exit routes are kept clear (e.g. stopping people coming into routes) and that door security personnel are put on standby for clearing queues.

6. The Event Controller on the advice of the Senior Garda Officer will then initiate the appropriate evacuation procedures for the area(s) at risk, or hand over control to the Emergency Services.
7. If nothing is found and the Event Controller/Senior Garda Officer is satisfied that there is no further threat, the Event Controller will issue the stand down coded radio message "Attention all units. Mr. Mills is not in the building."

CROWD DISTURBANCE

1. The Supervisor in the area of concern is to immediately inform the Head of Security, seeking reinforcements if necessary.
2. The Head of Security /Event Controller will instruct appropriate additional security personnel to proceed to the area.
3. In the event of a crowd disturbance getting seriously out of control, the Event Controller/Emergency Controller and the Event Safety Officer will initiate the following emergency procedures:
 - a) Instruct the Production Manager to change the 'tempo' of the music or to 'fade out' the music as appropriate to enable the specified emergency announcement to be made by the M.C.
 - b) The designated M.C. will proceed to the stage and make the following emergency announcement in a calm and controlled voice:

"Ladies and Gentlemen this is a security announcement. Due to crowd difficulties at.....we are temporarily stopping the event. In the interest of safety, please move away from (specify area of disturbance) and follow the instructions of security personnel. As soon as the situation is back to normal we will restart the event."

- c) Taped background music is to be played over the P.A. for the duration of the event suspension.

EVACUATION

If evacuation is necessary due to a serious fire, bomb threat or other emergency, the following are the procedures:

- a) The Event Controller will make the 'RED ALERT'; radio announcement to security supervisors "Attention all units this is a special announcement due to an emergency in.....it is necessary to evacuate immediately".
- b) Supervisors in the front of the stage area or other areas of risk will be instructed to immediately initiate evacuation in order to prevent panic movements and potential crushing and to build up an orderly pattern of movement.
- c) The Technical Manager will be instructed to suspend the music.
- d) Sound Engineer upon instruction from the Technical Manager to slowly fade out the performer's sound system but to ensure that the designated microphone for the evacuation announcement is functioning.
- e) Designated M.C. is to go onto the stage to make the following announcement in a calm and controlled voice:

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“Ladies and Gentlemen this is a Security Announcement. Due to circumstances beyond our control this event cannot continue. Will you please follow the instructions of the security staff who will direct you to a safe area? Please leave quickly and quietly.”

NOTE:

The announcement is to be repeated continuously until evacuation is well underway. The MC may be instructed by radio by the Event Safety Officer or Event Controller to alter the direction of the patrons from the venue or part of the venue as appropriate, depending on the location of the risk and following the instruction of the Event Controller.

- Security staff direct their supervisors to instruct and assist in the evacuation of guests from the venue as appropriate.
- Security personnel on the perimeter of the building are to verbally ask people to move away from the ... before the evacuation announcement is made.
- Security personnel operating entrances and exits are to immediately open these gates appropriately and secure them in the fully open positions. Entrance gate supervisors are to hold entry queues (if any) and are to clear the gate area of people and crowd control barriers.
- The Event Controller in consultation with the Emergency Controller/Event Safety Officer is to monitor the evacuation by radio contact with the Head of Security and Supervisors and is to issue additional instructions as necessary.

In the event a total evacuation the Senior Garda Officers must also ensure the necessary Garda preparedness is available off site.

STANDARD EVENT EXITING PROCEDURE

- 15 minutes before the end of the event all Supervisors will be advised on what action to take.
- Supervisors manning external road barriers and entrance gates should stack all barriers neatly and supervise the exits in order to monitor the crowd and ensure it remains under control until complete.
- If there is a build up at an exit, Supervisors will need to redirect people to another route in order to avoid crushing. Supervisors may do this by the use of loud hailers to encourage people to walk slower.
- If using loud- hailers make sure to keep the message clear and simple and thank people for their cooperation.
- Security personnel will be advised to remain in position until the event site has emptied of patrons.

IN THE EVENT OF A GAS LEAK

The person alerted/ who discovers it must notify the Event Controller immediately identifying where the spillage/release is and what the substance is.

The Event Controller will contact Bord Gáis and will inform THE Head of Security, Event Fire Safety Officer, Event Safety Officer and Fire Protection Ireland immediately.

FUNCTION OF AUTHORITIES IN THE EVENT OF AN EMERGENCY

The functions of the Local Authority, the Gardaí and Health Board in the Event of an emergency at Hazelwood are in accordance with those set out below. In the event of a Major Emergency, the HSE Emergency Plan will come into operation.

GARDA SÍOCHANA

The Gardaí shall carry out their functions in accordance with the provisions of the Plan. In addition, they shall operate in accordance with their own codified instructions:

1. Activation of the plan
 2. Maintenance of law and order
 3. Evacuation
 4. Traffic and crowd control
 5. Preservation of scene and collection of evidence
 6. Arrangements in respect of the dead
 7. Provision of a casualty information service at the venue
 8. Establishment at the venue of an information centre for use by the agencies responding to the emergency
 9. Securing the venue and layout thereof and controlling access thereto
 10. Exercise of certain local authority functions pending a local authority response to an emergency
 11. Informing the public as necessary and on the advice to the competent authorities of actual or potential disasters arising from the emergency.
-

H.S.E

All Health Board services shall carry out their functions in accordance with their own operational instructions.

The Health Board shall carry out the following functions:

1. Activation of the plan
2. Overseeing the provision of all health services.
3. Provision of medical advice and assistance
4. Assessment of casualties and determination of priorities for their evacuation
5. Casualty evacuation and ambulance transport
6. Certification of the dead and provision of forensic support for the Gardaí
7. Coordination of the provision of first aid together with basic life support and treatment at the scene if required
8. Provision of hospital treatment including psychiatric assistance
9. Provision of community, medical and welfare services

THE ORGANISER/PROMOTER

The functions of the Promoter/Organiser officials shall be:

1. To place all facilities at the venue at the disposal of the Emergency Controller
2. Provide areas suitable for collection of casualties, first aid treatment, etc.
3. Provide drawings of the arena to the Emergency Controller
4. Place all available personnel at the disposal of the Emergency Controller

EVENT SAFETY STRATEGY

SAFETY POLICY

It is the policy of NOC Shop Limited, to make and keep the ground and the facilities to which patrons are to be admitted and to provide competent staff and safety management systems for the safe admission, accommodation and exit of those attending their events.

In addition to that of the attendees, the health and safety of performers, security personnel and those engaged in organising the event will be catered for in accordance with the provision of the Safety (Health and Welfare at Work Act, 2005 and associated legislation). Both the venue and NOC Shop Limited aim to provide a safe place of work and safe systems of work. Appropriate site safety signage will be displayed by the Site Manager at working areas for all personnel.

In accordance with section 5.14 of the Code of Practice for Safety at Outdoor Pop Concerts and Other Outdoor Musical Events, this document outlines the Safety Procedures to be employed at this event.

The safety policy for this event will be made known to all management and operations staff by appropriate briefings and training.

The events are also planned to ensure full compliance with the Fire Services Act 1981 and the Fire Safety in Places of Assembly (Ease of Escape) Regulations.

In preparing this plan a risk assessment has been undertaken which considers all aspects of crowd safety in viewing areas. Recommendations have been made to the promoters of the event regarding safety measures that can be implemented to minimise, as far as is reasonably practicable, risks to both the general public attending the event along with staff, contractors and volunteers who will be working on the event.

COVID-19 SAFETY

At the time of drafting this Event Management Plan there are no restrictions in place for Covid-19 for events of this type. A Covid-19 risk assessment will be conducted 4 weeks in advance of the event. At that stage, should it prove necessary, a full covid-19 response plan will be introduced.

CROWD CONTROL & MANAGEMENT

CROWD CONTROL AND TEMPORARY MESH FENCING

Crowd control barriers and temporary mesh fencing will be used throughout the event site to secure site boundaries, protect structures and facilitate the safe distancing & movement of crowds. Additional barriers / fences are to be provided within the venue to prevent patrons entering potentially unsafe areas and to ensure an ordered egress at the end of the event.

In the case of the entrances, corral barriers are to be removed as soon as practicable after commencement of the festival. These barriers are to be immediately moved to one side of the exit in the event of an evacuation being initiated. In advance of commencement of the event a check is to be made on all exit gates on escape routes to ensure that padlocks, chains and any other fastenings are removed, so that gates can be readily and quickly opened in emergency by the security personnel manning the gate.

SITE BOUNDARIES AND BARRIERS

Temporary barriers / fences are to be installed to provide a secure site boundary within the festival environs and the campsite area. Additional barriers will be provided where necessary to prevent patrons from access / entering potentially unsafe and historic areas. These are proposed to be located as shown on the draft site layout map.

EMERGENCY EXIT ROUTES

All exit routes will be clearly signposted.

ACCESS CONTROL – INDIVIDUAL VENUES

Access to individual temporary venues (Tents / marquees) will be controlled and monitored by security.

Security personnel will be provided with clickers and a logging sheet to track line figures on a regular basis. Event Control is to be informed if the venue is within 75% of its overall designated capacity.

The agreed capacity for each venue is to be clearly displayed adjacent to the main entrance to each venue.

GATES AND OBSTRUCTIONS ON ESCAPE ROUTES

Appropriate precautions are to be taken to protect, as far as is reasonably practicable, against injury / trip risks, arising from obstructions or other hazards. All exits and escape routes are to be kept free of all obstructions and readily usable for the duration of the event.

FRONT OF STAGE BARRIERS

A barrier line of load bearing in front of the stage barrier will be installed at the front of each stage. The front of the stage barrier will be constructed using a purpose-built free-standing load bearing barrier which is approved for use in similar situations. All load bearing barriers to be certified by an Independent Structural Engineer.

PUBLIC ACCESS TO SITE / QUEUING ARRANGEMENTS

Patron access into Hazelwood will be via Gates B, C and E.

Crowd control at the main entrance is to be achieved by use of barrier/filter systems. A number of ticket lanes will be open to handle the flow of patrons into the venue.

The crowd control barriers will be removed from the entrance way to safe location as soon as is practical, so that these doors are fully available (and unobstructed) as emergency exits from the venue, should the need arise.

Prior to opening of gates, the Event Controller will check with the Safety Officer and each Supervisor to confirm that their area of responsibility has been checked and is 'all clear'.

TICKETS

Admission to the event will be by ticket only.

BOX OFFICE OPERATIONS

The box office will open on site from Friday the 31st of May 2024 at 18:00 (gates). There will be thorough observance of ticket sales, both physical and online in the weeks running up to the event. A detailed ticket breakdown can be provided to An Garda Siochana upon request.

WRISTBANDS AND SEARCHES

After patrons have had their tickets checked they will then be fitted with a wristband. Patrons will be advised not to remove their wristband throughout the event or they risk not being admitted or / being ejected from the venue. Patrons will then move into a search lane where patrons may be searched in a manner permissible by law.

Gardaí will assist security personnel at these checkpoints. Further checks/searches will take place at all entrances to the arena and throughout the festival.

PUBLIC ADDRESS SYSTEMS

Sound systems will be used through the event and may be used to inform the public of safety information throughout the event. Hand held loud hailers will also be available on site in the event of loss of power in a particular area.

VEHICLE MOVEMENT

Vehicle restrictions will be in place throughout the site during the event. Vehicle accreditation will be in place to ensure no unauthorised vehicles enter the event site.

Emergency vehicles will access through the main production route (Gate E & F) and the route will be kept clear, controlled and monitored at all times. Gate D will also be accessible for 4x4 Jeep and tender.

MANAGING THE CROWD

All security and stewarding personnel will be instructed to report any incidents involving crowd behaviour to security control and will also assist in the monitoring and managing of various areas of the site to ensure there are no overcrowding issues within any of the venues. Security personnel will be trained in the necessary actions to take, should such an incident occur. It is important to note that stewards are not permitted to engage in any sort of physical contact or conflict with attendees.

EGRESS

Exiting various parts of the venue will be monitored and managed throughout the festival. Additional security personnel will be deployed to deal with peak flows and crowd movements throughout the event.

Additional routes may be used at peak times depending on crowd flow. This information will be coordinated via the Event Controller.

CENTRAL CONTROL AND COMMUNICATIONS

CENTRAL CONTROL ROOM

A central control room will be set up by the promoter and will be staffed by the Event Control Team at all times throughout the event. Gardaí control will be set up adjacent to the control room and Garda liaison will be appointed for communication between Gardaí and event controller. The following staff will be based in the control room during the event.

- Event Controller + Deputy
- Event Control Logger
- Medical Controller
- Safety Officers
- Security controllers
- Fire Safety Officer
- CCTV Monitor

In the event of an emergency, the event controller will hand over to the emergency controller and a new location will be identified on site as emergency control room in the event of the control room becoming unsafe.

The Control room will be equipped with a fixed telephone line and the base controls for the radio communications on site.

RADIO COMMUNICATIONS

Hand held multi-channel two-way radios will be provided to all supervisors and key members of staff including a link to emergency services personnel on site. Base stations will be provided in the control room. The Event Controller will be responsible for all on site communication systems working correctly and that all staff are briefed correctly in terms of correct use. Pre-event checks will be carried out to ensure good signal around the whole event site and checks will also take place to ensure there is no frequency interference from any other sources on site.

Use of radios should be kept to a minimum on primary channels (Event Control, Security Control, Medical Control) consisting of 'location and alert' commands. This will allow for the clear and uninterrupted flow of information.

There will be a briefing on the standard operating radio procedure to familiarise all security staff of the different departments and their use of the communications system. All radio communication is monitored by event control.

All staff must follow proper message procedures. All staff should be fully familiar with the details of the communications protocols and procedures. (Briefing in this regard will take place before the event). In particular, all staff must be familiar with the Code Word and action to be taken in the event of an emergency.

RADIO CHANNELS

Radio Channel List:

1. Event Control (Repeater)
2. Production Office
3. Accreditation/Box Office
4. Site Crew
5. Volunteers
6. Security - Perimeter/Car Parks/Campsites
7. Security - Arena
8. Medical Control
9. Gardaí
10. Campervan site
11. Electricians
12. Cleaners - Waste
13. Stages - Tech Production - Artist Liaison
14. Trader - Bars
15. Water Safety & Emergency Control (Repeater)
16. Open Channel

PERSONS WITH DISABILITIES

All reasonable care will be taken to ensure that persons with disabilities and wheelchair users can access the event safely and without encountering obstacles or hazards while accessing areas of the site. Facilities have been arranged to maximise use of the hard ground for exits on site, however as the surface is grassland it may become muddy in wet conditions.

As the arena and campsite are on relatively flat ground there is no requirement for ramps. There will be security/stewarding personnel present to assist people with wheelchairs where required. Temporary sanitary accommodation will be available at key areas for the sole use of disabled spectators, wheelchair users and their assistants. These facilities will be unisex.

A designated drop off area will be available in the environs of the festival entrance to ensure that wheelchair users and persons with disabilities can gain easy access to the main festival arena.

ACCESS FACILITIES

Patrons must register with Wild Roots Festival after purchasing a ticket in order to avail of Access Facilities.

An accessible parking space adjacent to the campsite will be made available. A valid Disabled Person's Parking Permit displayed clearly to gain entry.

ARRIVING AT THE VENUE

Disabled patrons will be allowed to drive onto site through Gate F and they will be directed to a designated parking facility adjacent to their campsite where a team of dedicated staff will be on hand to assist with their requirements.

CAMPING AREA

A dedicated camping area will be set up adjacent to the parking area. Specialist wheelchair accessible toilets will be available in this area. Wheelchair changing facilities will also be made available on request.

PARKING

Vehicles displaying the blue mobility disabilities badge will be permitted access to the designated parking area (via Gate F) which is adjacent to Gate E.

VIEWING AREA

A dedicated viewing platform will not be installed at the main stage. A disabled toilet will be positioned adjacent to the main stage area and will be clearly signposted..

SANITARY FACILITIES

Temporary sanitary accommodation will be provided for the sole use of disabled spectators and wheelchair users both in the arena and the camping area.

EMERGENCY ASSISTANCE

Security personnel will be available to assist persons with mobility issues in the event of an emergency evacuation. There will also be security personnel on patrol in the camping area 24hrs in case of emergency.

MEDICAL PROVISION

OPERATIONAL PLAN

A draft medical plan for this event has been and will be provided to the following organisations for feedback and comment:

- HSE Ambulance Service
- HSE Emergency Management Office

The plan will include the following elements:

1. Site Medical Facilities
2. Medical Staff
3. Schedule of Medical cover
4. Outline of the duties of medical personnel
5. Site and event medical protocols

Reporting structure for all medical staff

An initial draft of the medical plan will be submitted to the Health Service Executive in the coming weeks and the final plan will be submitted in advance of the event.

The final event management plan for the Wild Roots Festival shall also contain a site layout with an indicated Emergency Route and an Emergency Plan.

The medical provider will ensure all staff are in place one hour before the festival begins and will ensure that they are fully briefed.

HEALTH SERVICE EXECUTIVE – HSE

The HSE assisted with the emergency and medical plans for the event.

The role of the Health Service Executive is to:

1. Maintain emergency medical and ambulance cover for the local area
2. Assist with the coordination of medical cover for the event
3. Advise destinations for the transfer of patients off site during the event
4. Assist in the event of a major incident as outlined in the Major Emergency Plan
5. Advice on Statutory regulations.

MEDICAL PERSONNEL

All medical personnel will be under the direction of the Medical Coordinator providing all medical cover for the event.

MEDICAL COORDINATOR

David Rock will be acting as Medical Coordinator on behalf of Festi Med.

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This role is to:

- Advance the show and assist in the preparation of the medical plan.
- Act as point of contact for the HSE throughout the planning stage.
- Manage medical control during the event.
- Take full responsibility for all medical staff and facilities in the event of a major incident and act as medical controller of operations until relieved by a suitably qualified NAS personnel.

MEDICAL CENTRE

The 24hr medical centre will be located inside the main campsite. There will be additional first Aid Posts which will be located in the Arena and campervan camping areas. The function of the Medical Centre is to deal with any serious casualties that are referred by first aid personnel.

EVENT MEDICAL CONTROL

The Event Medical Control will be located at the point shown on the site maps.

TOILET FACILITIES FOR MEDICAL STAFF

Temporary sanitary provision will be provided at the Medical Centre and First Aid Posts for the use of medical staff exclusively. Note: public toilets with disabled access facilities will also be provided at first aid points.

IDENTIFICATION OF MEDICAL STAFF

All Festimed staff will be in uniform throughout the event. Laminates will be issued to Festimed staff.

ENVIRONMENTAL MONITORING

Environmental Impact Services have been contracted to provide ecological services related to the Appropriate Assessment process regarding the Wild Roots Music Festival, Co. Sligo. A Stage 2 Appropriate Assessment will include the preparation of a Natura Impact Statement and development of associated mitigation measures to ensure no significant adverse effects to the ecological integrity of any European site will result due to the implementation of the proposed development in accordance with the requirements of Article 6(3) of the EU Habitats Directive.

The Wild Roots Festival has also developed Environmental Policies along with a Sustainability Plan.

MONITORING

Monitoring of the environmental impact of this event is to be undertaken before, during and after the event in the following areas:

- accumulation of litter
- crowd numbers involving any major congestion on the approaches to or within the venue.

NOISE MONITORING

The accepted sound levels will be in accordance with the Code of Practice on Environmental Noise Control at Concerts, or as otherwise agreed with the Local Authority. A qualified sound engineer will be contracted to assess the potential impact of noise and will advise both the organiser and the Festival's Technical team to ensure that the impact of noise is minimised. An acoustic monitoring system will be installed for the Wild Roots Festival and readings will be taken throughout the event in accordance with the code of practice in agreement with the Environmental Health Department.

All of the equipment used for the event will be prefabricated for safety and speed of erection. No heavy drilling, debris or nuisance which can arise with normal building construction is due to arise in the context of the set up for this event.

Should the organisers receive a call or complaint from a local resident adversely affected by noise every effort will be made immediately to rectify the situation.

Ear Plugs will be made available to all staff throughout the event on request. In certain areas like stages etc. they will be provided by default rather than on request.

RESIDENT LIAISON

The resident's hotline is a dedicated, direct phone line to the Event Control office on-site.

This phone line will be manned 24 hours during the event – Thursday 30th May at 09.00 until Monday 2nd of June at 15.00

Any significant concerns and / or incidents can be reported directly to the office via this phone line. A record of the call will be taken and information relayed to our Resident Liaison, so that remedial action may be taken without delay. The Central Event Control is in direct communication with all local authorities.

This phone number will be distributed prior to the event within the local residents' information pack.

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Event Management Plan

Prior to the event - Any issues raised during the planning process will be addressed by the promoter through the normal channels of the planning dept. An information sheet will be issued to local residents the month before the event to advise on traffic restrictions and general event information.

During the event - A resident hotline number will be issued with the information letter and this will be manned at all times during the event.

TESTS & INSPECTIONS

BEFORE THE EVENT

The Event Controller will undertake the following tasks:

Check the operation of exit gates, including mechanisms securing them, to ensure that they can be opened immediately in an emergency;

Test emergency lighting, standby generators, public address and other communication systems 24 hours before the event.

Inspect and test barriers and monitoring systems to make sure they are in proper working order.

Check that the ground does not contain any accessible items which could be used as missiles.

Check that there are no accumulations of combustible waste and remove any hazardous materials from the premises, if possible, or make sure they are safely stored well away from public areas.

Check that all entry/exit routes are clear of obstruction and free from trip hazards and that all such routes can be safely and effectively used.

Check that directional signs are in place and illuminated (where appropriate).

Ensure that sufficient numbers of trained security personnel and first aid staff are present.

Ensure that the first aid equipment and supplies are maintained at the required level.

DURING THE EVENT

The Event Controller and their Deputy will undertake inspections to;

- Check that there is no accumulation of combustible wastes or other risks/obstructions in escape routes
- Check that exit routes are being kept free of obstruction

Check that security personnel are undertaking their duties to:

- Keep gangways and exits clear
- prevent overcrowding in parts of the arena
- Man exit gates

POTABLE WATER

All water and potable water supplied will conform with EU Drinking Water Regulation 2014 (S.I. no. 122 of 2014). The supply and management of water onsite will be under the management of Mervin Heverin 0872350867 – . Mervin has over 25 years' experience working at numerous large-scale festivals nationwide and has successfully supplied and managed the water at the Wild Roots Festival 2022 and 2023.

Banks of public drinking taps will be installed at various locations both within the arena and the campsite areas. There will be approximately 14 potable drinking points on the festival site, these are identified on the draft water locations map. Appropriately sized signage will be installed to identify drinking water locations.

The drinking water and potable water for attendees and vendors washing facilities will be supplied by mains water connections throughout the festival. Connection to the mains water supply will be made via the following hydrants:

- Hydrant 1, location: 171796, 336139
- Hydrant 2, location: 171387, 336274 (McHales Sawmill)

Monitoring and sampling of the water supply,

Monitoring

Monitoring for the duration of the event, whilst the public have access to the water points, the system will be monitored by the Event Safety Team:

- To ensure the water points are kept clean and free from litter
- To clean the taps on a regular basis
- To report any leaks, blockages etc.
- To ensure that safe ground conditions are maintained around the water points.

Litter bins will be placed by water points to encourage concert attendees to not put litter in the water points. The water contractor and Event Safety Team will check that the water points are functional and will check for leaks, dirty sinks, ground conditions, dirty taps, etc.

Water Sampling

Sampling will be carried out on the water from the designated fill point to confirm that the water from this source is potable at delivery. The sample will be taken at least 14 days before the event and sent to a private lab for testing. The sample taken will be tested for E. coli, Coliforms and Enterococci. The result of which will be forwarded on to the relevant authority and will be made available via Event Control. All pipe work and connections will go through the process of superchlorination and flushed prior to use.

Chlorine Testing

Chlorine samples will be taken over the course of the event, at the points of use around the site to indicate that chlorine is reaching all areas of the site and that acceptable levels are maintained. A suitably qualified person will be doing the chlorine testing.

Actionable Chlorine Readings

All potable water at the event will have a residual chlorine level of greater than 0.2 mg/l (2 parts per million)

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Event Management Plan

Actionable chlorine readings would be below 0.2 parts per million or above 1 parts per million at the end user point at which point Sligo County Council would be contacted and the contingency water plan will be considered by the event controller in consultation with Sligo County Council.

Chlorine sampling results will be kept in a Chlorine Log.

Contingency Plan

In the unlikely eventually that the mains water supply becomes undrinkable over the course of the festival the following action will be taken:

- All water connections to public drinking water points will be disconnected
- Signage will be erected at all public drink water locations to notify attendees and to direct them to their nearest source of water.
- Bottled water will be distributed from on-site bars, information booths, first aid points and any other locations as deemed necessary by the Event Controller & Safety Officer.
- In the event that the drinking water becomes unfit for consumption 1000L IBCs will be purchased from Glencar Water.
- These IBCs will be distributed throughout the festival site and made available for drinking water.
- Glencar Water is available on stand by all weekend in order to implement this plan.
- John Mc Sharry is the contact in Glencar Water - 0879125642.

HAND WASHING FACILITIES

Hand sanitising & washing facilities will be installed at various locations both within the arena and the campsite areas – primarily adjacent to potable water locations. Appropriately sized signage will be installed to identify hand washing locations.

TOILETS & SANITARY PROVISIONS

Temporary sanitary accommodation will be provided within the festival site and its surroundings. Provisions will exceed recommendations of the code of practice for the safety at outdoor pop concerts and other outdoor musical events.

Portaloos / and mobile toilet units will be placed in various locations around the event site taking consideration of ground conditions. They will be clearly signposted, and all toilet signs will be illuminated. Public toilet facilities will be primarily located within 4 x public toilet facility compounds which are located in the following Areas:

- Main Arena x 2 locations
- Main Campsite
- Family Campsite

Additional public toilet facilities will be dispersed throughout the event site in locations such as the main car park, staff & trader, VIP, and Campervan campsites.

Please refer to the accompanying Toilet Map for exact numbers and locations of toilet facilities.

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Event Management Plan

Each portaloos will be fitted with a sanitizing unit. Toilets will also be lit with adequate temporary lighting for evening use. Portaloos will also have self-contained storage facilities for effluent, which will be stored on site and taken to certified disposal facilities.

Direct feed, standpipes and plumbed sinks/hand wash basins will be provided to those traders selling food on-site.

1000L IBC wastewater tanks will be situated for the use of traders to dispose of their grey waste water. These will be monitored throughout the event by the site management team and emptied as required / emptied post-event by the supplier installing and servicing the portaloos.

Baths will be provided within the festival site, waste water will be piped from the usage points to local IBC collection points which will be monitored throughout the event by the site management team and emptied as required / emptied post event by the supplier installing and servicing the portaloos.

There will be no re-cycling or treatment of wastewater on site.

QUANTITIES

Chemical portable toilets will be provided throughout the event in accordance with code of practice. Dedicated food handler, backstage and medical staff toilets will also be provided - a detailed breakdown will be available in future versions of this event management plan All toilet units will be fitted with hand sanitizers and serviced regularly. Directional signage will be in place throughout the site to direct persons to the various toilet locations.

Alcohol-based hand rubs are the sanitizers which will be fitted and these will comply with the guidelines for safe use of alcohol-based hand rubs as per the LGMA Events Management Guidance Document.

Wheelchair accessible toilets will be available at each toilet block throughout the site.

SERVICING

Servicing of the toilet facilities is scheduled to take place on Saturday and Sunday morning between 5am and 9am, on Monday morning between 5am and 9am. The toilet provider will have a call-out crew available throughout the festival should an additional servicing be required.

SHOWER FACILITIES

Public shower facilities will be available on site in the campsites. Shower waste water will be disposed of by Handy hut hire in accordance with current regulations and in consultation with EHO representative. Signage will be installed to inform attendees that shower water is not suitable for drinking.

Multiple 1000l IBCs will be positioned adjacent to the shower facilities in the main campsite (position identified on the site map) for the collection of waste water.

Unit	Location	Map Identifier	Quantity
Shower Trailer Unit	Production Area	P03	1
Shower Trailer Unit	VIP Campsite	P06	1
Shower Trailer Unit	Main Campsite	P07/08	2

WASTE WATER

Approximately 10 - 15 x IBC Tanks will be utilised for the collection of grey and waste water. An IBC tank will be positioned within each of the Trader services compounds and in other relevant back of house areas including crew & staff catering areas.

LOST CHILDREN

As this is a family friendly event, a child protection policy will be issued to all staff. It is assumed that there is potential for lost children throughout the event. Lost children will be brought to the Medical Centre in all instances and parents will be directed to go directly to the medical centre when their child is lost. It is important to note that no general announcements will be made in the majority of lost children cases. Only in the case where a child has not been found in a reasonably practicable timeframe will the situation be escalated.

Note: Children must not be accompanied by a solo member of staff. All staff will be instructed not to accompany or be in the presence of a minor without the presence of another staff member.

LOST PROPERTY & CONFISCATED ITEMS

Lost property will be managed by the information point staff on site. Items will be gathered throughout each day and will be available for people to claim at the info point. Staff will be directed to direct the public to the information point on site for their missing items. All remaining lost property items will be brought to the Sligo Garda Station after the event.

SITE FACILITIES

ELECTRICAL & LIGHTING INSTALLATIONS

The electrical installations will be undertaken by a competent and experienced Specialist Contractor, in accordance with relevant ETCI Standards.

On completion of installation the contractor will issue written confirmation that commissioning was satisfactory. This confirmation will be made available for inspection by the relevant authorities.

CATERING UNITS

Catering Units will be located around the event arena. Caterers are advised that no petrol generators will be allowed into the venue for fire safety reasons. Similarly, caterers will be instructed to remove rubbish on a regular basis to eliminate a potential fire hazard.

The concessionaires for the event will provide full details and a schedule of food vendors in advance of the events. In determining layout and location of units, vending units are to be generally sited at least 3m apart and at least 3m from trees or vegetation. The spacing between smaller low risk units may be reduced below this figure.

Catering units providing hot food will have 1 no. 2kg dry powder extinguisher and 1 no. 1 m2 light duty fire blanket. If cooking food via a deep-fat fryer, units will contain a 6 litre Wet Chemical Class F Extinguisher along with their normal requirements.

Catering units using gas-fired cooking equipment will be placed at least six meters apart from other units. Should caterers use Liquid Petroleum Gas (LPG), it must be kept out of reach of the public and must be stored and handled in accordance with current regulations. Storage of LPG at each catering unit will not exceed 200 kg.

Food trader compliance will be under direction of the Wild Roots Traders Manager

Gas supplies to units are to be located in areas which are fully secured against access by members of the public with access being available to designated members of staff, to facilitate shutting off gas supplies in emergency. The installation of supply pipe work from gas storage cylinders to the appliances is to be carried out in accordance with appropriate recognised standards. All gas installations will be inspected, tested and certified on site in advance of use by the event's Gas Contractor.

Barriers are to be put in place to prevent public access to the rear of concession units and to any waste storage areas; particular attention is to be given to refuse disposal and waste management during the event so as to avoid any significant fire risk arising.

Each unit is to be provided with an appropriate fire extinguisher(s) and a fire blanket based on a risk assessment for that particular unit. It is the responsibility of the concession owner to provide these items. An inspection of each vending unit will be carried out by the Event Controller and/or Fire Safety Officer prior to the event.

FLAMMABLE SUBSTANCES

There will be no flammable substances stored within public areas.

BACKSTAGE

Items such as drapes and any materials used for decorative purposes will be flame retardant in accordance with appropriate current standards. Fire certification will be forwarded to the Fire Authority in advance of the event.

LIGHTING & ANCILLARY POWER

Mobile tower lighting will be used throughout the venue including gates, junctions and car parks.

Emergency lighting

In accordance with I.S 3217:2013 Annex G all temporary accommodation units subject to the Licencing Act, irrespective of duration, shall be provided with emergency escape lighting designed and installed in accordance with I.S 3217:2013.

Exit signs will be laminated and positioned over all arena exits. Emergency flood & exit lighting with battery back-up will be fitted to exits of structures with Public access.

SAFETY DISTANCES

Traders: 3 standard and 6 Meters if using gas

6m for all campervans

VENDORS & TRADERS

There will be approximately 15 hot food & drink vendors on site along with 10 – 15 retail and craft stalls. Vendors and traders will be located in the following areas:

- Main Arena (mix of units)
- Crew Catering (1 x hot food caterer)

All vendors are vetted to ensure that they have sufficient capacity to service the needs of the event and are required to provide the following documentation (if relevant):

- Insurance
- HSE Registration and Certification
- Fire Certificates for units and equipment / gazebos

All vendors must confirm that PAT testing has been conducted and must provide all necessary fire fighting equipment. All required documentation will be provided to the H.S.E. and Sligo County Council a minimum of 28 days in advance of the event.

Trader Service Compounds

Trader service compounds will be positioned, where required. Each Trader Service compound will consist of:

- Hot Hand Washing facilities
- Dedicated trader use only toilets
- Potable Water point
- Liquid Antibacterial Hand Wash
- Blue Paper Towel rolls for hand drying
- Assortment of waste bins
- An IBC tank for the collection of grey & waste water.

Trader service compounds will be cleaned and serviced throughout the festival by the relevant contractors and will be checked and supervised by the Trader Manager.

CLEAN UP PROGRAMME, REMOVAL OF STRUCTURES & REINSTATEMENT / REMEDIAL WORKS

Staff, contractors and volunteers will be engaged to undertake a clean up in all areas before, during and immediately after the event.

It is noted that the work on the removal of all temporary structures associated with the event including the temporary pontoon stages, marquees etc, will commence immediately following the event and will be fully completed together with any reinstatement works required on the site, within a reasonable time scale.

It is not anticipated that any damage to public property, facilities or amenities in the area of the Event will arise.