

APPENDIX H

Event Safety Management Plan



ESMP PT03 | S&C19

Fire Safety Management Plan

Version N°1 DRAFT

Classification: **Confidential**

1 Document Control

1.1 Document Information

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File Reference:	ESMP PT03 S&C19 FRA V1 DRAFT

1.2 Version History

Version	Date	Originator By:	Checked By:	Authorised By:	Comments:
1 Draft	06.01.2019	H. McCabe	C. White	L. Young	Draft document presented for SAG submission

1.2.1 Classification

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3 Introduction

This plan has been developed following the introduction of the Regulatory Reform (Fire Safety) Order 2005, which places the emphasis for fire safety management on the 'Responsible Person' for the premises.

The management plan is based upon an extensive risk assessment as well as other fire risk assessments submitted by various duty holders within the festival site; the event fire risk assessment is appended to this document.

Major incident and emergency procedures can be found in the Event Emergency Plan (ESMP PT6) which should be read in conjunction with this document.

Part 1-Fire Safety Management

4 Fire Safety – General Arrangements

4.1 Capacity Calculations

The capacity of marquees is determined by the available exit width in addition to the floor space; exit widths, flow rates and escape times are calculated using the following guidance as appropriate:

- Fire Safety, Large Places of Assembly
- Fire Safety, Open Air Events and Venues
- BS 9999: 2008

4.2 Construction – Materials

All drapes, marquee walls and linings, netting and decorations will be certified in terms of fire retardancy in accordance with the relevant British and European standards. Those not so certified will be ad-hoc flame tested by the safety team and will be prohibited from use if they fail a 10 second burn test. Acceptable flame retardancy standards are:

- BS 5867:2
- BS 7837
- French Standard NFP.92503, Performance Level M2,
- German Standard DIN 4102, Part 1, Performance Level B1,
- Italian Standard UNI 9174, Performance Level M2,
- USA Standard NFPA 701, large scale test.

Items which are not inherently flame retardant are acceptable if they have been treated with 'Flamecheck' or similar proprietary substance and passed the 10 second burn test; if this method is to be used, the organisers require a formal note of treatment, showing the date, product and batch number and that it has been tested by a member of the Festival safety team.

4.3 Construction – Emergency Lighting

In addition, enclosed marquees and other enclosed structures must be fitted with suitable emergency lighting to BS 5266-1, exit routes must be appropriately signed to BS 5499

4.4 Use of Fire Extinguishers

Stewards and security trained in basic firefighting (use of extinguishers) will be deployed as appropriate, as part of the plan they will patrol the arena and will put out any small fires that may be lit by the attending public using extinguishers. Any fires that are too large to be dealt with in this way will be reported to Event Control for appropriate action.

4.5 Fire Response

TBC

4.6 Emergency Services RVP

In the event of Cambridgeshire fire and rescue being asked to attend site they will meet at RVP 1 located at The Cambridge Club entrance. The Event Safety Advisor or nominated deputy will arrange to meet CFRS on their arrival and escort them to the scene of the incident.

Additional and alternative RVP are located as follows; Main entrance on Grantchester Road.

4.7 Liquefied Petroleum Gas (LPG)

Many of the food concessions, staff and crew catering use cylinders of LPG for catering and heating water; these cylinders are generally connected to the catering unit by hose and manifold and form an integral part of the unit.

All spare full and empty cylinders will be held in a fenced compound on the Boneyard this location has been chosen so as that any cordon imposed on the compound should not affect operations in the main arena.

This facility will be notified to Cambridgeshire Fire & Rescue Service and operational crews will be offered site familiarisation visits.

4.8 Fire Detection

Fire detection is achieved through a combination of vigilance on the part of the production and security teams and by smoke detectors in sleeping accommodation provided by the promoter; all detectors will be purchased for the event and tested once fitted.

4.9 Evacuation

It is unlikely that the arena will have to be evacuated as a whole because of fire, rather the matter will be dealt with and a controlled evacuation carried out where deemed necessary by the Senior Fire Officer and the senior management team.

4.10 Event Control

The event is run by a multi-agency event control/ELT, details of which can be found in the EMP. The event control is a 24 hr operation and is the communications hub of the event; all requests for emergency assistance MUST be passed through event control.

4.11 Fire Fighting Equipment

Appropriate firefighting equipment will be provided and sited in accordance with the scales of provision set out in the table below and to the satisfaction of Cambridgeshire Fire & Rescue Service. Additional provision will be made available during the build and break periods.

5 Fire Classes







Fires are identified using a classification system. Each class identifies the type of fuel involved and allows appropriate fire extinguisher media to be identified.

Class Name	Class A Fires	Class B Fires	Class C Fires	Class D Fires	Class F Fires	Electrical Fires
Class Icon						
Type of Fire / Fuel	Freely Burning Materials Wood, Paper, Straw, Textiles, Coal etc.	Flammable Liquids Petrol, Diesel, Oils, Paint Paraffin etc.	Flammable Gases Methane, Propane, Natural Gas etc.	Flammable Metals Magnesium, Aluminium, Lithium etc.	Combustible Cooking Media Cooking Oil, Fats, Grease etc.	Electrical Appliances Computers, Stereos, Fuse boxes etc.

6 Fire Extinguisher Colour Codes (UK)

Fire extinguishers meeting BS EN3 are manufactured with a red body and have a band of a second colour covering between 5-10% of the surface relating to the extinguisher's contents. Each different type of extinguisher agent has a corresponding colour making identification easier for the user. Below is an overview of each extinguisher agent deployed on site and its corresponding colour.

Type of Extinguisher	For Use on (Fire Classification)	Suitability Guidance
ABC Powder		Powder fire extinguishers are ideal for use in mixed risk environments and offer excellent all round fire protection. With a unique class C rating, powder fire extinguishers are the only effective solution for fires involving flammable gases.
AFFF Foam		Foam fire extinguishers are ideal for use on fire involving solid combustible materials and are highly effective on flammable liquid fires. The layer of foam applied by these extinguishers helps to prevent re-ignition after the fire has been extinguished.
Carbon Dioxide		CO2 fire extinguishers are suitable for use on flammable liquid fires and are extremely effective at extinguishing fire involving electrical equipment. CO2 is also one of the cleanest extinguisher agents and leaves no residue behind.
Water		Water fire extinguishers are suitable for use in environments containing solid combustible materials such as wood, paper and textiles. It is important to remember that water conducts electricity and should not be used around electrical equipment (unless water extinguishers with additive are used).

Type of Extinguisher		For Use on (Fire Classification)	Suitability Guidance
	Wet Chemical		Wet chemical fire extinguishers have a unique class F rating and are usually supplied with a special application lance. The perfect solution for tackling large burning oil fires, wet chemical extinguishers are ideally suited to the kitchen environment.
	Water Mist		Water Mist is a new technology that works on the basis of cooling fire, suffocating it and then cooling the burning media to prevent re-ignition using microscopic particles of water. Water mist extinguishers are ideal for covering areas of a building where multiple fire risks can be found.
	Fire Blankets		Fire blankets are made of fire resistant materials. They are particularly useful for smothering flammable liquid fires or for wrapping round a person whose clothing is on fire. Fire blankets should generally be disposed of after use.

6.1 Onsite Fire Extinguisher Deployments

On site fire extinguisher provision will be supplied by TBC. Full details of deployment will be confirmed in the final version of this document.

7 Fire Safety – By Location / Phase

This document is broken down into sections which relate to the various areas within the festival site; overall fire policies and procedures are shown below and the various zones of the festival are considered in turn. The plan for the various zones is broken down into:

- Brief description of area.
- Means of raising the alarm
- Means of escape
- Methods for maintaining means of escape
- Means of fighting fires
- Method of summoning assistance

8 Build and Breakdown Phases

Prior and post the event, the site will be run as a construction site with all normal health & safety protective measures in place; safety on site will be coordinated by the event control and security providers, in addition ETC have been appointed to manage internal traffic.

There will be up to 150 workers on site during the build up to the event, distributed around the site on various projects, in addition there will be a production complex containing temporary offices and crew catering facilities. Communication during this period is by two-way radio and working areas can be fairly remote from each other.

Owing to the geographical size of the site and the low risk of any fire hazard affecting the whole working area, no site wide evacuation plan has been developed or implemented; rather, the organisers feel that

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local evacuation procedures are sufficient.

Portable FFE will be located strategically around the site and crew will be instructed to inform security control of any outbreak of fire. It will be the responsibility of security control and the production safety manager to ensure that the alarm is raised and the Fire Service is called.

Means of raising the alarm

By verbal warning, two-way radio to event control, air horn in production area.

Means of escape

From cabins via doorway, marquees to have appropriate signed exits, all stages to be fitted with treads as part of construction sequencing.

Crew and personnel to assemble at the Production compound.

Methods for maintaining means of escape

Regular patrols by security, safety inspections by safety team, signage where appropriate.

Means of fighting fires

Portable FFE with designatory signage distributed as site construction on-going, Cambridgeshire Fire and Rescue Service are available through 999 system

Method of summoning assistance

On discovering any fire, security and festival office should be alerted immediately on the radio network; the Event Safety Advisor or Site Manager will call Fire and Rescue via the 999 system and then attend the incident with the security supervisor to manage the incident.

Any responding emergency services units will be met at the designated entry point on Cambridge Road (Cambridge Polo Club) and directed to the incident.

9 Event Day Arrangements

9.1 Stages

The major hazards for the main stage area have been identified as:

- Electrical fire on the stage
- Fire caused by misuse of special effects (where applicable)
- Audience instigated fire in the front of stage area.

Portable FFE and designator signage will be placed on the stage and associated structures and in areas of particular hazards (i.e. dimmers and amp racks, generators etc.)

Means of raising the alarm

By verbal warning, two-way radio to event control/ELT, security personnel to manage evacuation of stage; if necessary to audience through main PA if safe and operational or via loudhailer.

Means of escape

From main stage structure via treads located either side or signed or via loading ramp; any spot and hothead operators to use riggers ladders if safe, or await rescue.

For audience members via designated emergency exits

Crew and personnel to assemble points will be designated once on site and signed accordingly.

Methods for maintaining means of escape

Stage treads and ramps are permanently staffed security positions; front of stage thoroughfares do not require maintenance

Means of fighting fires

Portable FFE located on stage or in ancillary structures.

Method of summoning assistance

By radio to event control/ELT who will inform the Event Safety Advisor and Event Manager. They will coordinate the response and decide on any evacuation in conjunction with the security manager and Event Safety Advisor.

Any responding emergency services units will be met at the designated entry point to the site/arena and directed to the incident.

9.2 Stages Areas in Tents

Where stages are located in 'big top' type structures, audience capacities, exit widths and means of control are all discussed in the event management plan and the management systems for each stage are similar. The major difference between these stages and the outdoor stages is the tented stages do not have roofs and side walls.

All materials for tented structures are certified as discussed above and all are equipped with FFE and suitable exit width to allow them to be evacuated within 2.5 minutes.

The major hazards for these areas have been identified as:

- Electrical fire on the stage
- Audience instigated fire in the structure or around exits
- Fire which spreads to structure canopy or walls.

Portable FFE and designatory signage will be placed on the stage and associated structures and in areas of particular hazards (i.e. dimmers and amp racks).

Means of raising the alarm

By verbal warning, two-way radio to event control/ELT, security personnel to manage evacuation of stage; if necessary to audience through main PA if safe and operational or via loudhailer, audience to be directed from the structure into the main arena compound.

Means of escape

All tented stages and structures have sufficient exit width to evacuate the audience within 2.5 minutes, exit width calculations are detailed in the event management plan.

All exits within tented structures will be designated with illuminated lighting with independent power source; all tented stage will also be equipped with working/emergency house lights, activated from behind the stage.

Methods for maintaining means of escape

Stage treads and ramps are permanently staffed security positions; each tent exit is staffed by a security team or staff member who are tasked with maintaining the exit and with implementing ingress controls should the structure reach capacity.

Means of fighting fires

Portable FFE located on stage or in ancillary structures.

Method of summoning assistance

By radio to event control/ELT who will inform the Event Safety Advisor and Event Manager. They will coordinate the response and decide on any evacuation in conjunction with the security manager and safety manager.

Any responding emergency services units will be met at the designated entry point to the site/arena and directed to the incident.

9.3 Sleeping Accommodation

Some contractors and suppliers install sleeping accommodation for staff within the event site; as these staff are working personnel and the accommodation is being supplied as part of their employment, those organisations who supply sleeping accommodation must:

Ensure suitable smoke or fire detection and alarm systems to L3/L4 standard are installed in the accommodation units.

- Ensure suitable smoke or fire detection and alarm systems to L3/L4 standard are installed in the accommodation units.
- Ensure that suitable fire escapes, which are signed and lit, are designed into the accommodation area
- Ensure that there is suitable emergency lighting in the accommodation area

Part 2-Fire Risk Assessment

Event Title	Strawberries & Creem and The Cambridge Club
Location	Haggis Farm
Dates of Event	Saturday 15 th & Sunday 16 th June 2019
Numbers of Persons on Site	Ticket Holders 9,000 (S&C) and 4,500 (TCC), Staff and Volunteers 500
Responsible Person on Site	Louise Young & Clayton White
Name of Assessor	Helen McCabe, Tech IOSH, Harrier UK Ltd
Contact Details:	helenmccabe@harrieruk.com

10 Fire Risk Assessment

10.1 Risk Matrix

1. Likelihood of fire	
Description	Rating
Very Unlikely	1
Unlikely	2
Possible	3
Probable	4
Almost Certain	5

2. Severity of a fire	
Description	Rating
Negligible	1
Slight (minor injuries)	2
Moderate (major injuries)	3
Severe (life changing injuries)	4
Very severe (fatalities)	5

3. Risk rating		Likelihood				
Severity		1	2	3	4	5
	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

4. Risk Classification	
High Risk	16-15 Unacceptable
Medium Risk	4-15 Tolerable
Low risk	1-3 Acceptable

10.2 Risk Classification

The overall fire risk based on the assessment is classified as Tolerable. However, measures will continually be assessed to reduce the risk further were possible.

10.3 Abbreviations Used in the Assessment

A = Workforce / Contractors B = Public

SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	
10.4 Main arena & car park – Ignition sources								
Site Vehicles	A&B	Poorly maintained vehicles & plant equipment during building	<ul style="list-style-type: none"> Any vehicle or plant & machinery hired in support of this event must be sourced from a reputable supplier. All hired equipment to be inspected on arrival. 	Managers to monitor on arrival and visually inspect all vehicles	1	5	5	Site Management
Public Vehicles	A&B	Radiated heat from vehicles Radiated heat from exhausts	<ul style="list-style-type: none"> Traffic management plan in place to limit & reduce vehicle access to site Keep all traffic flowing away from site & do not allow engines to idle in high risk areas in proximity to site In the event that any vehicles queue near site, steward to request they move away or turn off engines. Stewards to move vehicles away from site in all circumstances If grass on the car park and entrance routes is dry provision will be made to 'damp down' the grass and additional fire safety patrols will be put into place 	Limited parking on site and limited vehicle movement. Main site entrance to be maintained at all times, site manager to monitor at all sites.	1	5	5	Event Management
Site Traffic	A&B	Traffic collision	<ul style="list-style-type: none"> Traffic management plan in place No vehicle movements on site once event is open Stewards to monitor non-authorised traffic once event is open No contractor or site vehicles to be reversed without a banksman 	Ensure all information referring to road closures & road access is published in advance of the event	1	5	5	Event Management
Overlay electrical Installation	A&B	Electrical equipment malfunction Refuelling of generators Poor quality cabling incorrect	<ul style="list-style-type: none"> Temporary sources of power will be provided via generators supplied from a reputable company All generators earthed and in ventilated area 	Generators installed by competent person All electrical equipment to be signed off on site with a completion	2	5	10	Site Management

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SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	
Catering / Traders	A&B	RCD	<ul style="list-style-type: none"> All electrical installations to have current compliance certificates All electrical installations to be inspected and tested as fit for use by a competent person, in accordance with The Electricity at Work Regulations 1989 All plugs to be properly fused, RCD protection for outdoor cabling A reputable company to be used for installing the technical equipment (sound & lights or other) This company able to produce safety documents (PAT electrical testing) for all equipment and cabling used Electrical cabling to be kept free of combustible material and kept ventilated to prevent over heating All power cable runs to be in safe areas away from public access and no crossover of heavy mains on site All food, bar and other traders to supply certificates showing safety compliance for their electrical equipment 	certificate All retuelling (if required) to be carried out by a nominated, experienced and competent person	1	5	5	Event Management
		Liquid Petroleum Gas (LPG) used for cooking installations within Food Trade Units Electric supplied cooking equipment within Food Trade Unit Radiated heat from concession units Catering BBQ grills	<ul style="list-style-type: none"> All LPG installations to have current compliance certificates as issued by a registered Gas Safe inspection Gas Safe inspector must be qualified to inspect mobile catering traders Catering units to be designed and built to current regulations and carry proof of inspection by their Local Authority Fat fryers to be equipped with thermostatic cut out controls and flame failure devices to prevent gas escape and build up 	All food concessions will be inspected by Event Safety Advisor or Concessions Manager in advance of opening to serve visitors Records of finding recorded and stored on site All trader units inspected for in date	1	5	5	

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SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	
Smoking	A&B	Smoking materials not extinguished property or near accumulated waste	<ul style="list-style-type: none"> Electric supplied cooking equipment to have current compliance certificates as inspected by a registered inspector Food concession to submit a Fire Risk Assessment and hold appropriate fire extinguishers / blankets Catering staff featuring barbeque grills to isolate grills from public access and specifically risk assess and have methods of extinguishing the BBQ There will be a minimum of 1m gap between each catering unit and 3.5m gap between groups of 3 units No overnight sleeping/occupancy of trader units 	and correct fire extinguishers, Fire blankets, etc. Regular and continual back of house patrols for the identification and removal of combustible waste from catering units No camping is permitted behind catering stands, where camping is required for security reasons this will be limited to 1 x tent which must be removed each day prior to opening	2	5	10	Event Management
Production / Lights	A&B	Incorrectly installed stage lighting	<ul style="list-style-type: none"> No smoking permitted inside buildings or marquees in line with national legislation Provide staff smoking areas back of house and monitor activity Provision of sand buckets in some locations for proper extinguishing of smoking materials Positioning of fire points and extinguishers around the event site Use of known competent contractors Discuss suitable type and style of lighting / video systems in use on site Oversee installation and positioning Specify LED lighting where possible 	Organisers to use known suppliers Ask for lighting design in advance of event All sign off records kept	1	5	5	Site Management

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SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	
Pyrotechnics and special effects	A&B	Unauthorised or inappropriate use by production Unauthorised or inappropriate use by public	<ul style="list-style-type: none"> Check for maintenance records, insurance documents Brief all technicians on arrival to site Monitor installation and proximity to drapes, hanging and other materials Inspect all fixture cabling and interconnect looking for frays, general damage Installation to be signed off Any use of pyrotechnics or special effects must be approved by the Event Manager. All pyrotechnics or special effects must be manufactured supplied, installed and by competent companies and suitably qualified staff Pyro and special effects may be subject to demonstration on site prior to approval of use. Details of the intention to use pyrotechnic and special effects are to be supplied to the Event Manager together with data sheets, risk assessments and method statements prior to be brought on site Suitable and sufficient FFE is to be provided by the contractor / production supplying or installing the pyrotechnics Use of pyrotechnics by the public is illegal, and actively discouraged. Searches will be conducted at entrances to site and those found in possession such items will be have them confiscated and may risk prosecution. 	In production office	1	5	5	Festival Management

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SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	
10.5 Main arena and car park – Fuel sources								
Overlay / Structures	A&B	Marquees commercial tents and stage textiles igniting	<ul style="list-style-type: none"> Contract only reputable firms for stage textiles and marquees All contractors providing textiles to submit proof of fire retardancy Structures spaced minimum 3 metres apart 	Records to be maintained on site	1	5	5	Site Management
Look / Branding / Decor	A&B	Drapes, banners, décor, soft furnishings igniting	<ul style="list-style-type: none"> All drapes and banners etc. will be certified to the relevant resisting / retardant standard Samples of décor textiles should be available for testing upon request 	Certificates held on site in production office event file	1	5	5	Site Management
Overlay / Timber / Wood	A&B	Building materials, pallets, wood igniting	<ul style="list-style-type: none"> Where possible, wood used on site will be treated with fire retardant to help prevent easy burn Fire extinguishers to be placed with any structure or building containing wood Waste wood to be disposed of in proper waste containers, away from sources of ignition and public area 	Event Safety Advisor and Site Manager to monitor all equipment coming onto site	1	5	5	Site Management
Flammable Liquid	A&B	Cleaning solvent & spirits, alcohols, fuel, paint, cooking oil	<ul style="list-style-type: none"> Minimal amount of flammable liquids on site, only what is necessary for use Cleaning solvents, spirits and paints be kept in dedicated store area with no access by public COSHH assessments to be provided for any chemicals Food Traders fat fryers to be equipped with thermostatic cut out controls to prevent overheating 	Event Safety Advisor and Site Manager to monitor on site and oversee storage, use and any flammable liquids introduced to site	1	5	5	Festival Management

SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	
Flammable Gas	A&B	LPG used by Food Trader	<ul style="list-style-type: none"> Generator fuel to be diesel and to be stored in an isolated area, transported in purpose built containers and refuelling done by experienced designated contractor Minor spills to be promptly cleared using spill kits Major fuel spills to be reported to site event manager. Event Safety Advisor to be available to deal with initial response FRS and Environment Agency to be notified of any significant spills, for further assistance and guidance Minimal use of LPG on site All LPG cylinders to be suitably secured One cylinder in use and one spare per food trade unit. All other cylinders to be stored in designated, secure and well vented compound Event Safety Advisor to monitor use of LPG on site 	Organisers to arrange a suitable locked storage facility on site	1	5	5	Event Management
Combustible Waste	A&B	Combustible litter, packing materials, waste site build materials	<ul style="list-style-type: none"> Litter and rubbish bins provided throughout the site, which are emptied at regular intervals in order to prevent build up Contractor hired to litter pick and manage waste on site Hire of skips as necessary – ensure these are lidded type and positioned in backstage / secure area 	Regular patrols by Security stewards to monitor build-up of waste and report findings Regular back of house patrols to identify and remove combustible waste	1	5	5	Event Management

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SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	

10.6 Main arena and car park – Detection and warning

Fire	A&B	Fire developing unnoticed caused by public on site	<ul style="list-style-type: none"> Event Manager to identify areas of isolation within the event site with little public or staff / contractor footfall Security, stewards and all staff to be briefed to monitor the site, included isolated areas for signs of fire 	Event Manager and team to ensure site wide communication at all times during all phases of this event	1	5	5	Event Management
Communications	A&B	<p>Failure to notify all persons within the area of a significant fire</p> <p>Failure to notify persons within the area of the need to evacuate part of or the whole of the area</p> <p>Failure to notify persons near the emergency</p>	<ul style="list-style-type: none"> Through radio systems, PA megaphones and or in person security & stewards patrol and site staff to notify persons in hazard area of proximity to fire Security and key safety staff to ensure that the fire hazard area is evacuated Emergency communication script made available to stage area to relay emergency messages to crowd in the event of fire Security or Stewards to be in radio contact with Event manager ref arrival of emergency services 	Event Manager to have an Emergency plan in place This plan communicated to all staff and contractors RVP 1 and 2 identified on site plan	1	5	5	Event Management

10.7 Main arena and car park – Firefighting equipment and facilities

Equipment	A&B	Fire extinguishers failing to perform Insufficient quantity of portable fire extinguishers	<ul style="list-style-type: none"> Professional extinguisher supplier to be arranged to equip site with correct mix of suitable firefighting equipment All fire extinguishers serviced in accordance with BS5306 part 3 by a competent contractor All fire extinguishers refilled in accordance with BS5543 part 1 	Stewards & Security positioned in display zone in close proximity to extinguishers Extinguishers placed across site as required (see sections 6 of Fire Safety Management Plan)	1	5	5	Event Management
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SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	
Escalation / Response	A&B	Larger fires (Structures, vehicles)	<ul style="list-style-type: none"> Appropriate fire extinguishers to be located in key zones of site and in key site locations as decided by organisers and managers Comprehensive fire extinguishers and IBS (water) placement within trader, concession and bar areas Key areas on site to be supplied with fire points consisting of water buckets / sand and selection of extinguishers at regular intervals throughout the site Fires involving either a vehicle, concession unit or structure will be reported to fire service 	Emergency plans to have systems for calling for assistance i.e. 999	1	5	5	Event Management

10.8 Main arena – Means of escape

Overlay / Structures	A&B	<p>Overcrowding within certain areas of site</p> <p>Insufficient or inappropriate exits from site</p> <p>Blocked escape routes, compression points within site layout</p>	<ul style="list-style-type: none"> Capacity of site to be calculated and numbers maintained. Exit time to be calculated between 2 and 10 minutes, depending on the exit point and risk present Enclosed structures to have minimum of two exit points for the public and two for any backstage/ staff only areas Technical equipment / Lighting or other structures on site placed on site so as not to obstruct safe passage via exit routes Any agreed / designated Exit points to be illuminated by regulation green "Running Man" sign 	Security and stewards to monitor site capacity and exit routes at all times	1	5	5	Event Management
Viewing and Circulation Areas	A&B	Uncontrolled evacuation of area. Crushing & tripping Large number of people	Management to design site with minimum of two escape routes within arena	Security and steward plans to maintain exits and evacuation routes	1	5	5	Event Management

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SUBJECT AREA	RISK GROUP	HAZARD	CURRENT CONTROLS	FURTHER PRECAUTIONS (if required)	Risk Level			RESPONSIBLE
					L	S	R	
Disabled / Vulnerable Person	A&B	unfamiliar with site Obstructions in Emergency Exits and Escape Routes Obstructions in emergency Vehicles access routes Poor lighting of emergency route Poor ground conditions along escape route	<ul style="list-style-type: none"> Escape routes to be indicated with regulation green "running Man" signs and accompanying arrows positioned at a height as to be visible Exit points signed as such and illuminated for ease of location during hours of darkness Staff and contractors to be made aware of site emergency procedures and escape routes, during site induction Escape routes to be free of obstructions and exit points to be positioned in areas where the ground is relatively flat Fire lanes within area maintained across site Fire lanes and any gated areas to be a sufficient width to accommodate emergency vehicles 	and assistance those requiring assistance during evacuation	1	5	5	Event Management



