

APPENDIX L

Event Safety Management Plan



ESMP PT11 | S&C19

Adverse Weather Plan

Version N°1 - DRAFT

Classification: **Confidential**

1 Document Control

1.1 Document Information

Document Title:	Adverse Weather Plan
Document Owner:	Helen McCabe, Harrier UK Ltd
Contact Details:	T: 01332 460703 M: 07983 501095 E: helenmccabe@harrieruk.com
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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 for SAG submission

1.2.1 Classification

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3 Introduction

This document is supplementary to the Event Safety Management Plan and is intended to outline information relating to adverse weather planning and processes in place to minimise the risk of injury or damage as a result of weather conditions.

For further information please contact:

Helen McCabe
Health and Safety Advisor

Harrier UK Ltd
+44 (0)1332 460703
+44 (0)7983 501095
helenmccabe@harrieruk.com

4 Planning and Management

The event organiser has appointed an experienced management team to produce all elements of the event. A detailed organisational chart is included in the Event Safety Management Plan.

In addition, the event organiser undertakes to maintain detailed liaison with all appropriate agencies including but not limited to the Cambridge County Council and the Statutory Emergency Services.

5 Definition of Adverse Weather

For the purpose of this plan, adverse weather is described as localised or widespread inclement weather that poses an increased risk of injury to persons and/or damage to property and infrastructure on the event site.

Adverse weather may include, extremes of temperature, heavy rain, electrical storms and high winds.

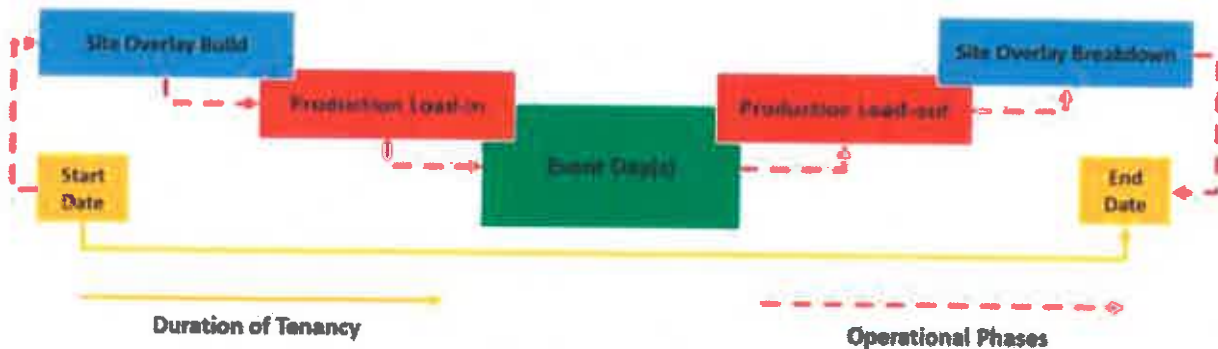
6 Site information

6.1 Event Site

Haggis Farm is situated approximately 4.3 miles from Cambridge.

Haggis Farm is located off J12 of the M11.

6.2 Phases of Operation and Timings



Timings for these phases are as follows:

6.2.1 Site Overlay Build

From 07:00 hours **TBC** June 2019 – to 20:00 hours on Friday 14th June 2019

The site will include a perimeter fence line and parking areas. Any equipment storage facility or work areas set up in support of this event will include suitable fencing in order to maintain security and prevent members of the public entering work and private areas of site.

The site will be prepared with a view to maintaining accessibility so far as is reasonable. Issues that arise that have not been identified within the planning process will be reviewed and any necessary action recorded in the Event Log.

6.2.2 Production Load- in

Friday 14th June 2019

6.2.3 Event Days

Saturday 15th & Sunday 16th June 2019

6.2.4 Production Load-out

From 23:00hrs on Saturday 15th and Sunday 16th June 2019

6.2.5 Site Overlay Breakdown

From 07:00hrs Monday 17th June 2019 – to 17:00hrs Friday 21st June 2019

7 Historic Weather Data

7.1 Temperature and rainfall data

Month	Max. temp (°C)	Min. temp (°C)	Days of air frost (days)	Sunshine (hours)	Rainfall (mm)	Days of rainfall >= 1 mm (days)	Monthly mean wind speed at 10m (knots)
Jan	7.9	3.5	9.4	58.3	46.6	10.5	n/a
Feb	7.7	1.3	9.9	77.1	34.5	8.0	n/a
Mar	10.0	3.1	5.2	110.7	38.3	9.6	n/a
Apr	13.3	4.9	2.8	152.5	41.2	8.8	n/a
May	16.9	7.1	0.4	179.0	46.0	8.0	n/a
Jun	19.9	10.2	0.0	176.7	51.5	8.9	n/a
Jul	22.8	12.4	0.0	187.6	47.5	8.3	n/a
Aug	22.5	12.4	0.0	182.9	50.8	8.0	n/a
Sep	19.3	10.4	0.0	139.5	53.5	8.4	n/a
Oct	14.9	7.6	1.0	113.9	59.0	9.4	n/a
Nov	10.3	4.2	4.3	66.7	52.8	9.8	n/a
Dec	7.5	1.9	9.8	49.3	46.4	9.8	n/a
Annual	14.5	6.4	42.8	1494.5	548.1	107.5	n/a

Source – Met Office <https://www.metoffice.gov.uk/public/weather/climate/u1214b469>

8 Procedures

8.1 Pre and Post Event

A site inspection will be conducted by the organiser prior to the event to determine ground conditions and suitability of the event site. If the ground conditions are not suitable for the event to take place the cancellation procedure will be implemented.

Various precautions will be taken during the build period to preserve ground conditions, these include avoiding access across grass wherever possible, and the use of temporary trackway roads where required. Consideration will also be made during site design to utilise existing roads and pathways where possible.

The provision of stock and materials for adverse weather will be considered prior to or during the event build e.g. bark/woodchip, straw, pedestrian trackway and gazebos and porta cabins.

Weather forecasts will be monitored throughout the build and break periods by the Site Manager and/or Event Safety Advisor, the build and break schedule and site operating times will be adjusted as appropriate with any forecast of inclement weather.

Staff welfare facilities will be available throughout the build and break, including the provision of sanitation, refreshments and shelter.

First aiders will be onsite throughout build and break periods.

8.2 Operational Procedures

Considerations and planning will be made to operational areas of the site during public occupation. This will include the switching of tent entrances to preserve ground conditions wherever possible.

Standby crew will be available throughout the event to carry out ground duties including the distribution of woodchips, bark etc.

Suppliers of major structures including tents and stages will provide standby crew throughout the event to carry out checks and maintenance as required.

Staff welfare facilities will be available throughout the event, including the provision of sanitation, refreshments and shelter.

Medical facilities are available whilst the event is open to the public.

8.3 Emergency Procedures

Emergency procedures are in place at the event to control the risk of any incident developing or increasing, and/or to assist with the safe evacuation of all or part of the event site should the need occur.

A robust showstop procedure has been developed and will be communicated to relevant personnel at the event.

8.4 Weather Monitoring

The Event Safety Advisor will monitor various online weather forecasts throughout the event. Weather monitoring on site provided by the Event Safety Advisor and individual contractors.

Weather forecasts and warnings will be passed to agencies and management teams as appropriate.

Major structures such as outdoor stages will be fitted with anemometers, these will be monitored by the contractor's standby crew and information will be relayed accordingly.

8.5 Communication to the Public

Information for public attending the event is listed on the event website at:

<https://www.strawberriesandcreem.com>

Throughout the event various public communication media will be available, including: Stage Screens, VMS signs, Stage PA and social media such as Facebook and Twitter.

9 Specific Risks and Arrangements

9.1 Wet/Cold Weather	
Public	<p>Medical facilities and personnel available in the arena.</p> <p>External medical care <30 minutes.</p> <p>Welfare facilities available.</p> <p>Sheltered entertainment available in arena.</p> <p>Variety of hot refreshments available for purchase.</p> <p>Pre-event customer information posted on website.</p>
Staff, Workers and Artists	<p>Relevant PPE and wet weather equipment supplied to staff.</p> <p>Medical facilities and personnel available in the arena.</p> <p>Trained first aider on duty during event build and break periods.</p> <p>External medical care <30 minutes.</p> <p>Dedicated staff welfare facilities available including hot and cold refreshments, shelter and washing/shower facilities.</p> <p>Contractors to supply ponchos to staff</p> <p>Shelter available in porta cabins, marquees and gazebos.</p>
Site	<p>Onsite medical provider equipped with suitable vehicles.</p> <p>A variety of plant onsite.</p> <p>Temporary trackway roads provided in key areas.</p> <p>Robust incident management plan in place.</p>

9.2 Hot Weather	
Public	<p>Drinking water outlets positioned within the arena and clearly sign posted.</p> <p>Bottled drinking water reserve held.</p> <p>Extensive medical facilities and personnel available.</p> <p>External medical care <30 minutes.</p> <p>Welfare facilities available.</p> <p>Sunscreen available from the medical posts.</p> <p>Pre-event customer information posted on website.</p>
Staff, Workers and Artists	<p>Sunscreen available.</p> <p>Dedicated staff welfare facilities available including hot and cold refreshments, shelter and washing/shower facilities.</p> <p>Shelter available in tents, porta cabins and gazebos.</p>

9.2 Hot Weather

	Drinking water available for all staff.
Site	Provision of water supplies.

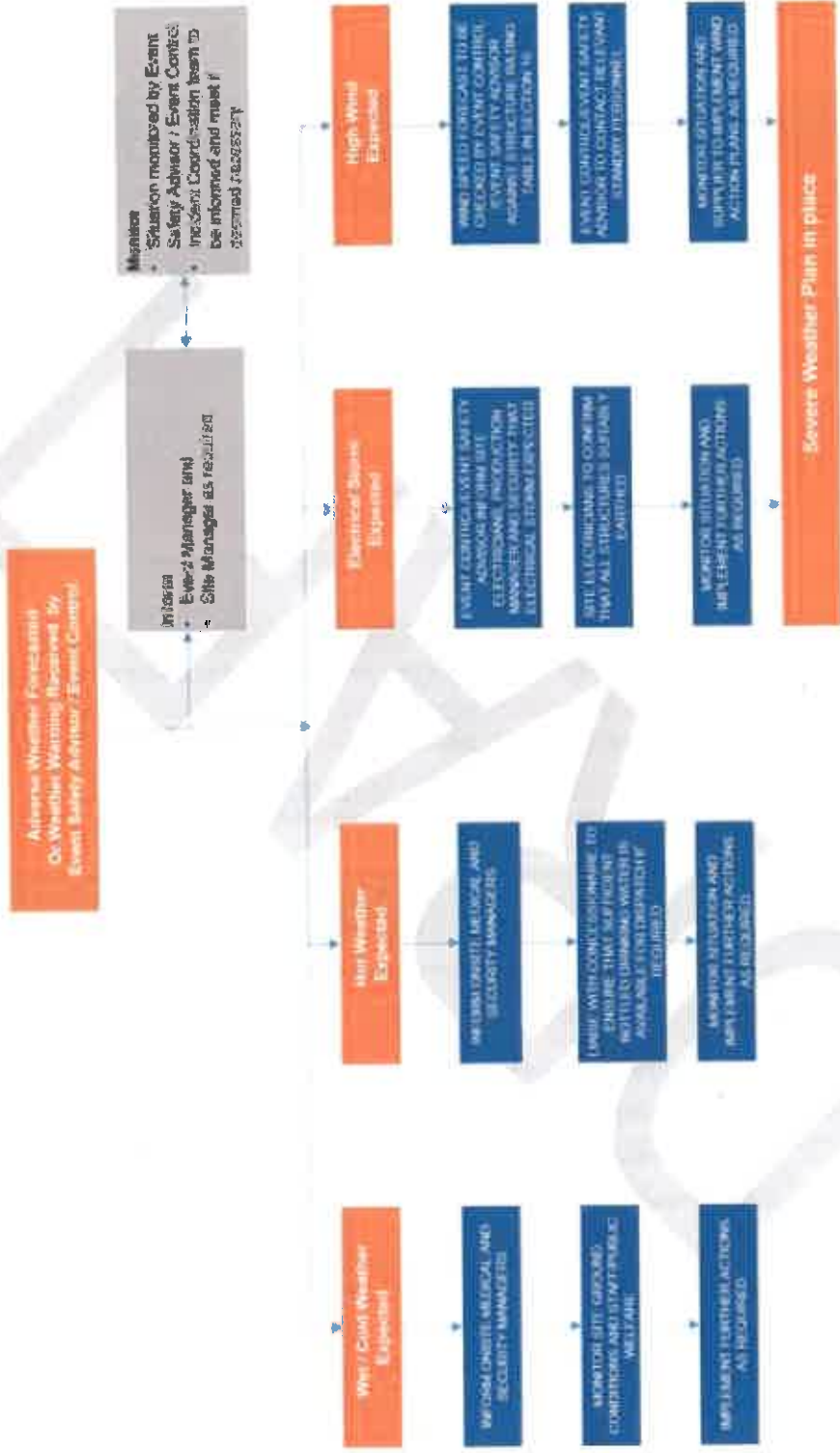
9.3 High Wind

Public	Extensive medical facilities and personnel available in arena. External medical care <30 minutes.
Staff, Workers and Artists	Relevant PPE supplied to staff. Under direction of production site manager, standby crew available to make adjustments to stage scrims, screens and set. Medical facilities and personnel available. Trained first aider on duty during event build and break periods. External medical care <30 minutes.
Site	Structures supplied by reputable and experienced companies and installed by competent persons. Structures of suitable design to relevant standards. Suppliers and Contractors provide a wind action plan and standby crew for each major structure. Anemometers installed on-site. Robust incident management plan in place.

9.4 Electrical Storm

Public	Medical facilities and personnel available in arena. External medical care <30 minutes.
Staff, Workers and Artists	Relevant PPE supplied to staff. Medical facilities and personnel available. Trained medical staff on duty during event build and break periods. External medical care <30 minutes
Site	Structures earth bonded as appropriate and certified by competent electrical contractor. Electricians on site throughout event. Portable firefighting equipment located throughout event site. Robust emergency procedures in place.

10 Adverse Weather Considerations – Event Days

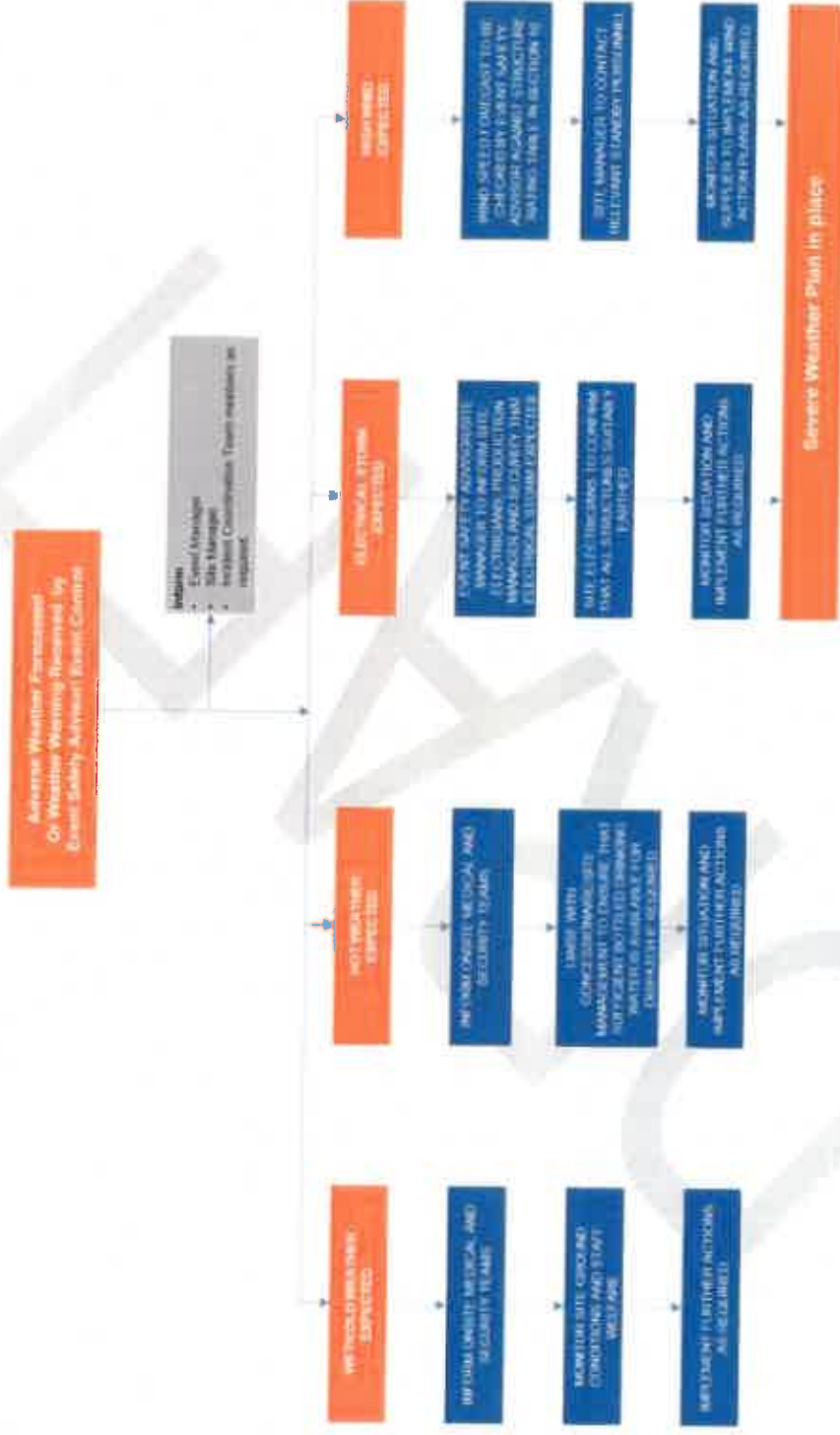


Document prepared by Harrier UK Ltd

The Old Vicarage, Market Street, Castle Donington, DE74 2JL
Harrier UK Ltd registered in England & Wales, company No. 7207021 / vat Number 991 846866



11 Adverse Weather Considerations –Build and Breakdown days



Harrier Construction Services Inc. 1000
 10000 La Grappe, Miramichi Street, Cavels Dominion, DE74 2L1
 506-833-1111 | Fax: 506-833-1112 | Email: info@harrier.ca | 72070 | at: 10000 La Grappe, Miramichi, DE74 2L1



12 Wind Speed Conversion Chart

Beaufort Force	Description	Specification on Land	Knots	Km/h	mph	m/s	kN/m ²	Action Level
0	Calm	Smoke rises vertically	0	0	0	0	0	Level 0
1	Very light	Direction of wind shown by smoke drift but not by wind vanes	0-3	1-5	1-3	1-3	.002	Level 0
2	Light Breeze	Wind felt on face, leaves rustle, ordinary wind vane moved by wind	4-6	6-11	4-7	2-3	.005	
3	Gentle Breeze	Leaves and small twigs in constant motion, wind extends light flag	7-10	12-19	8-12	3-5	.015	
4	Moderate breeze	Wind raises dust and loose paper, small branches move	11-16	20-33	13-18	5-8	.039	
5	Fresh breeze	Small trees in leaf start to sway	17-21	30-39	19-24	8-11	.074	Level 1
6	Strong breeze	Large branches in motion, telegraph wires whistle	22-27	40-50	25-31	11-14	.120	Level 2
7	Near gale	Whole trees in motion, inconvenient to walk against wind	28-33	51-81	32-38	14-17	.177	
8	Gale	Twigs break from trees, difficult to walk	34-40	60-74	39-46	17-20	.245	Level 3
9	Strong gale	Slight structural damage occurs, chimney pots and slates removed	41-47	75-87	47-54	20-24	.353	
10	Storm	Trees uprooted, considerable structural damage	48-55	88-101	55-63	24-28	.481	
11	Violent storm	Widespread damage	56-63	102-117	64-73	28-32	.628	
12	Hurricane	Widespread damage	>64	>118	>74	>32		

13 Monitoring Weather – Alerts and Actions

Contractor wind action plans will be collated during the event planning process.

13.1 Weather Conditions – Alert Levels

Action Level	Weather Conditions and On Site Actions <small>Wind speeds below based on 3 second gusts. Speeds are also recorded as an average over 1 and 10 minute periods.</small>	
Level 0	Weather Conditions Wind speed 0 – 18 mph And No wind >25mph within 20 miles radius of the site And No lightning within 20 miles radius of the venue	Normal Operational State No further action required at this time
Level 1	Weather Conditions Wind 19 – 24 mph Or Wind > 25mph within 20 miles radius of site Or Lightning within 20 miles and tracking towards site	Standby State All workforce on standby and prepare for their Severe Weather Actions Work at height is restricted to authorised personnel only Site inspection for effects on light infrastructure such as, fencing, flags, branding, canopies, gazebos and umbrellas Consider increasing bracing and / or ballast where required
Level 2	Weather Conditions Wind 25 – 38 mph Or Wind 38> mph within 20 miles radius of site Or Lightning within 10 miles and tracking towards site	Severe Weather Actions Showstop Showstop to be initiated Severe Weather Actions (see 12.2) All workforce to carry out their respective severe weather actions All working at height to STOP as quickly as possible if lightning comes within 5 miles of the site
Level 3	Weather Conditions Wind >38 mph Lightning at event site	Venue Will Not Open or If Open Will be Evacuated All site crew to evacuate structures to place of safety

13.2 Severe Weather Actions

Department / Function	Severe Weather Actions
Audio	<ul style="list-style-type: none"> ▪ Lower flown speakers and secure to the bottom of the mast ▪ Cover and secure equipment ▪ Power down ▪ Take shelter
Backline	<ul style="list-style-type: none"> ▪ Stow, secure and cover equipment ▪ Power down ▪ Take shelter
Event Control/Event Safety Advisor	<ul style="list-style-type: none"> ▪ Initiate Showstop Procedure ▪ Mobilise incident coordination team ▪ Oversee Severe Weather Actions
Fencing	<ul style="list-style-type: none"> ▪ Check all fencing to be made for the effectiveness of bracing ▪ Scrim to be removed where possible (if not already done)
Front of House	<ul style="list-style-type: none"> ▪ Stow, secure and cover equipment ▪ Power down ▪ Take shelter
Light structures / Dressing / Branding	<ul style="list-style-type: none"> ▪ Site inspection for effects on light infrastructure such as, fencing, flags, branding, canopies, gazebos and umbrellas ▪ Items to lowered or removed and secured (if not already been done)
Lighting	<ul style="list-style-type: none"> ▪ Lower stage lighting ▪ Lower tower lighting ▪ Stow, secure and cover equipment ▪ Power down ▪ Take shelter
Power	<ul style="list-style-type: none"> ▪ Power down as instructed ▪ Take shelter
Rigging	<ul style="list-style-type: none"> ▪ Secure flown equipment ▪ Lower stage scrim and secure ▪ Take shelter
Security	<ul style="list-style-type: none"> ▪ Remove form stage spotter positions ▪ Remove form watchtower positions (if applicable)
Site Crew	<ul style="list-style-type: none"> ▪ Standby to deploy once storm has passed ▪ Take shelter
Stage Management	<ul style="list-style-type: none"> ▪ Suspend performance (show stop if required) ▪ Clear stage area ▪ Make announcement to audience ▪ Take shelter
Tents and Marquees	<ul style="list-style-type: none"> ▪ All structures to be visually inspected ▪ All open tent panels are to be secured ▪ Take shelter
Video	<ul style="list-style-type: none"> ▪ Lower side screens and secure ▪ Secure and cover equipment ▪ Power down ▪ Take shelter

13.3 Structure Contacts

Supplier	Site Contact	
	Name	Mobile Number
TBC	TBC	TBC
TBC	TBC	TBC
TBC	TBC	TBC
TBC	TBC	TBC
TBC	TBC	TBC

DRAFT

