



MAJOR EMERGENCY PLAN

A DEFINITIONS

DEFINITION OF MAJOR EMERGENCY PLAN

These plans outline the procedures to be adopted in the event of any major emergency upon the site for the Marlay Park Concerts & Longitude. It should be noted that this is the Major Emergency Plan written by Festival Republic for the Marlay Park Concerts & Longitude and therefore it sits alongside but does not replace separate Major Emergency plans that will exist for Dún Laoghaire-Rathdown County Council, the Health Service Executive (HSE) and An Garda Síochána. As per the Marlay Park Concerts & Longitude Major Emergency Plan, the roles, responsibilities and procedures outlined below are specific to a Major Emergency at Marlay Park, and as such need to be agreed with the Principle Response Agencies.

It is also important to note that what may be a Major Emergency for e.g. the Health Service Executive (HSE), by way of example, needing to treat a large number of people who may or may not be connected with the Marlay Park Concerts & Longitude and resulting resourcing issues, that does not make it a Major Emergency for the Marlay Park Concerts & Longitude. See below on the definition of a Major Emergency for the Marlay Park Concerts & Longitude.

These procedures distinguish between -

- **Emergencies Onsite** – any incident onsite requiring prompt and co-ordinated action by event control, onsite security, fire and medical teams and/or external Emergency Services. An emergency may be able to be dealt with by onsite teams without a direct response from the external Emergency Services.
- **Emergencies Offsite** – any incident offsite but linked to the event requiring prompt action by one or more of the Emergency Services. Resources controlled by the Event Controller may be available to assist but need to do so under the request and command of the external Emergency Services.
- The distinction between onsite and offsite is normally defined as the boundary of the licensed site. The boundaries of offsite are normally the areas that are outside of the control of the Event Controller, such as the public highway.
- **Contingency Plans** – contingency plans are written in relation to a specific event occurring such as the need to stop the music playing or water contamination. They are therefore different from the Major Emergency Plan which rather sets out the command, control and co-ordination of onsite resources and liaison with the emergency services in the event of a Major Emergency situation.

- **Major Emergency** – The Framework for Major Emergency Management defines a Major Emergency as follows:

A Major Emergency is any event which, usually with little or no warning, causes or threatens death or serious injury, serious disruption of essential services or damage to property, the environment or infrastructure beyond the normal capabilities of the principle emergency services in the area in which the event occurs, and requires the activation of specific additional procedures and the mobilisation of additional resources to ensure an effective, co-ordinated response.

Festival Republic will circulate the Major Emergency Plan to the key decision-making personnel responsible for putting appropriate staff at the disposal of the Emergency Services in the event of a Major Emergency. Festival Republic will circulate the different aide memoirs referenced at the end of this document to the relevant personnel onsite. All staff onsite will be briefed in how to raise the alarm and in who they report to in the case of a Major Emergency. The Major Emergency Plan will also be circulated to all Emergency Services and other agencies within the Statutory Agency Group involved in the Marlay Park Concerts & Longitude.

B FESTIVAL REPUBLIC COMMAND STRUCTURE

For further information on Marlay Park Concerts & Longitude Command Structure, see Appendix 10 for the Operational Management Plan.

In the event of a Major Emergency, the additional responsibilities of the Event Controller are:

- To liaise with the Principle Response Agencies with the Security Co-Ordinator
- To mobilise resources to assist Principal Response Agencies via Event Control
- The provision of an onsite Medical Co-Ordinator and medical facilities (sufficient for normal operations and for response to reasonably foreseeable incidents onsite)
- The provision of stewards (sufficient for normal operations and for response to reasonably foreseeable incidents onsite) to assist at key locations onsite to guide emergency vehicles to and from the incident, to assist in any cordons which are established by the emergency services, to assist in the management of the crowd, the evacuation of sectors or the evacuation of the site itself
- The provision of a Press Officer, to work alongside Principal Response Agencies to carry out regular media briefings
- The planning and distribution of any onsite messages or information to be given to the public in consultation with the Principal Response Agencies

When the designated Lead Agency takes on the co-ordination role, the employees and agents of the Marlay Park Concerts & Longitude will work with and under the direction of the Lead Agency. Event Control and their team will manage these employees and agents.

C COMMUNICATION AND CONTROL

PERSONNEL AND CONTROLS

EVENT CONTROLLER/DEPUTY

The Event Controller is the person responsible for all aspects of licensing and public safety.

The table below is still to be confirmed, and as such is subject to change.

ROLE	MARLAY PARK CONCERTS	LONGITUDE FESTIVAL
Event Controller	Luke Cowdell	Ian Donaldson
Deputy Event Controller	Dave Steele, Ange Goliger	Dave Steele, Ange Goliger

Throughout the duration of the event one of the above will always be onsite and available on radio.

EVENT SAFETY COORDINATOR

The Event Safety Coordinator for the event will be David Slattery (TBC). The Event Safety Coordinator or nominated Deputy will be onsite at all times throughout the duration of the event.

EVENT CONTROL

Event Control is in Grid Ref J1 and operated under the direction of the Event Control Manager and Security Co-ordinator during routine operations and the Event Controller and/or their deputies in the event of an emergency. Security Control and Medical Control are also located within Event Control.

Loggers are available to record messages and carry out emergency communication. Decisions about what should be communicated will be made by the Promoter, Event Controller and deputies or the Security Co-ordinator. There is a dedicated emergency radio channel, CCTV is relayed to Event Control and the various security and stewarding firms operating onsite can be communicated with via their respective control desks inside Event Control.

ONSITE COORDINATION CENTRE

An Onsite Coordination Centre will be set up in Event Control in the event of a Major Emergency being declared.

In any emergency or Major Emergency, and if appropriate, the Site Production Office will inform all Festival Republic staff to avoid the routes to and from, and the area itself, where any emergency may be whilst going about their daily business.

Should the Onsite Coordination Centre become unavailable or unusable, the contingency locations would be in Marlay House where there are landlines and office space or at the Production Office area depending on the nature and location of the Major Emergency.

SECURITY CONTROL

Security Control will be in Event Control and will be fully operational throughout the duration of the event and whilst the public are onsite. It will be operated under the direction of the Festival Republic Security Coordinator, Peter Nicholson & Colin Brown (TBC), and will be staffed throughout this time by controllers from the security company with full security channel logging of all transactions and permanent monitoring of the emergency channel.

AN GARDA SÍOCHÁNA CONTROL

An Garda Síochána will be available on site and their control is based in the Event Control compound.

MEDICAL CONTROL

Medical Control is operated under the direction of the Medical Coordinator and will be fully operational throughout the duration of the event. During routine operations the primary ambulance loading point and the primary triage area will normally be located at the Medical Centre at Grid Ref

K3. Any subsidiary or secondary ambulance loading points or triage areas will be directed from Medical Control.

In the event of a Major Emergency, the method of handing over Medical Control to the HSE, and placing Marlay Park Concerts & Longitude medical personnel at their disposal will be achieved as follows: Upon arrival at the site, the HSE representative will, in liaison with the Medical Coordinator, assess the situation and having done so will assume command of all on-site medical personnel and facilities. The Medical Coordinator will act as Medical Emergency Officer until relieved by a doctor nominated by the HSE.

The main Medical Centre will normally act as a casualty clearing area. In the event of mass fatalities, a body holding area may be organised.

RVP

The following RVPs have been established for Marlay Park Concerts & Longitude Festival

Name	Grid Ref	Nominated person to meet emergency services	Information
RVP1	1L - Production Car Park, just inside the Main Gate (via Grange Rd)	TBC	ETHANE Site map Escort
RVP2	22D - Just inside the College Rd Car Park Gate	TBC	ETHANE Site map Escort

EMERGENCY HELICOPTER LANDING AREA

The nearest emergency helicopter landing area would be (TBC)

PRESS AND MEDIA

In the event of press and media queries received in relation to the Major Emergency, Marlay Park Concerts & Longitude would aim for strong liaison and consultation and wherever possible, a joint response. Press contacts for each of the Principle Response Agencies and Marlay Park Concerts & Longitude will be included in the Emergency Contact Sheet, which will be circulated in advance of the event.

CONTACT LIST

A full contact list of festival staff will be available to the Principal Response Agencies in the event of a Major Emergency and will be available onsite at the time if required in addition.

D PROCEDURES

TRANSFER OF AUTHORITY

Any transfer of authority from the Event Controller to the Lead Agency will be clearly agreed, logged and timed. See form in Appendix 4.

The scene may be restricted to the area surrounding the incident, rather than relating to the whole of the site and so any transfer of authority in the event of a Major Emergency may be limited to a specific area of the site, rather than the entire site.

EVACUATION

A Major Emergency or a developing incident or emergency that has the potential to become a Major Emergency may well require an evacuation of a part or all of the site. It is recognised that we may need to evacuate without having a Major Emergency and that we may have a Major Emergency that doesn't require an evacuation. Nevertheless, we have included our evacuation procedures here as part of our Major Emergency Plan.

AMBER

Amber is a state of readiness to warn staff that we may need to evacuate and to trigger assigned roles and actions to prepare. It should be noted that in the event of a quick decision being made to evacuate due to a clear threat, the amber alert state may be bypassed if we go straight to a full evacuation. The actions outlined below would also apply in this case.

An announcement will be made on an all channel call out on the radio

"Will the Amber Team report to Event Control" -

The Amber Team are:

Event/Deputy Controllers, FR logger, Licensing Co-ordinator, Event Manager, Event Safety Co-ordinator and Security Co-ordinator. Most senior member of the PR / marketing team onsite – all of whom report straight to Event Control when the Amber Team are called.

The Deputy Event Safety Co-ordinator steps up into main Event Safety Co-ordinator role for routine business.

An announcement will be made on an all channel call out and / or PA system / LED etc as appropriate

"We are on Amber"

- Amber is the "on standby" code for any situation that might lead to an evacuation
- The Amber Team are called to Event Control if not already there
- Event Controller nominates potential evacuation routes / gates / area
- The last check of the relevant evacuation routes will be established by the Security Co-ordinator and / or a further check will be organised using response team to sweep evacuation routes for hazards / check lighting / check for suspect packages.
- The Security Co-Ordinator with Event Control will dispatch a response team to check the designated safety area
- The Stage Managers will be advised to be on standby for a Show Stop
- Arena emergency exits on standby for evacuation – check area clear / including as far along the route as possible
- Local decision to open gate permitted if Event Control cannot be reached, we are on amber, and there is crowd pressure at that gate
- All staff informed to
 - Clear radio channels of all but crucial information
 - Stay in one location where they can be contacted

- Managers establish location of staff, ensure their safety, manage them, pass on clear instructions when received as to what is required

EVACUATION OF THE ENTERTAINMENT AREA

The decision to evacuate / invacuate people from the arena to a designated safety area due to fire, structural collapse, bomb threat, public disorder or for any other reason will be taken by the Event controller after consultation with the appropriate authorities. It may not always be necessary to evacuate the entire site; depending on the incident it may be preferable to evacuate specific areas/venues of the site. However, this procedure is applicable to both full and partial evacuation of the entertainment area.

During the rest of this document, evacuation can be assumed to mean invacuation wherever this is appropriate.

Should evacuation be deemed necessary, any message given out over the public-address systems or stages will be agreed in advance with An Garda Síochána if possible and will consider the point of and method of delivery. The Event Controller will then arrange for the message to be delivered as appropriate.

Sample Message

“This is an announcement from Marlay Park Concerts & Longitude. Due to unforeseen circumstances could you please leave the area as quickly as possible. You should use the emergency exit gates (INSERT). Look for the exit signs above the outer Arena fence. Please take your personal belongings with you if it is safe to do so. We will keep you informed as to when it is safe to come back into the Arena. Thank you.”

An immediate response to rendezvous at the Arena Entrances, Bridges and Emergency Exits will be required by security reserve teams to direct the audience during an evacuation.

In the event of a full evacuation, the general plan will be to take the crowd out of the Grange Road & College Road Arena Entrances via the bridges. Emergency service vehicles will enter the land via the Main Gate on the Grange Road or via the College Road Car Park Gate if deemed more appropriate.

A secondary route to evacuate the arena would be decided on depending on the location of the incident.

Stewards on duty inside the arena will assist the public from the arena into the designated safety area taking particular consideration of disabled members of the public. Security will secure the area evacuated from the public once the evacuation has taken place. They will also facilitate the arrival of the Emergency Services and ensure that they are directed to the location of the emergency and are able to work without interference, prevent panic and take other action as appropriate.

The designated RV point for staff to muster in the event of a full site evacuation will be determined at the time depending on the location of the incident.

SPONTANEOUS EVACUATION

We recognise that a spontaneous evacuation may start as a result of a real or perceived threat. We also note that in the event of a partial or full evacuation the public may refuse to follow instructions and instead evacuate to their perception of a place of safety as quickly as possible. We also recognise people may want to self-evacuate back out the way they came into the area. We therefore commit to responding in as flexible a manner as possible. Our primary objective in any evacuation

will be doing all that we can to ensure and maintain public safety. In the case of spontaneous evacuation, we will do all that we can to protect and maintain emergency access and Event Control. We will also be alive to secondary waves of spontaneous evacuation.

EVACUATION DURING INGRESS OR EGRESS

We recognise that an evacuation may be required during ingress or egress rather than simply when the majority of the audience are in the arena. The same principles outlined in this plan will still apply and consideration will always be given to existing crowd movements when designating the evacuation route(s) and designated safety area.

MISSING PERSONS

During medium- or long-term evacuation, An Garda Síochána will take on the role of coordinating missing persons however in the first instance / short term the following should be actioned:

1. Licensing Office to dispatch a member from the Licensing or Production team to the designated safety area to coordinate a missing person's area with direction from the Deputy Security Coordinator.
2. The area will run an information / coordination service.
3. An Garda Síochána will be informed of this procedure and it will be handed over at an appropriate time.

EVACUATION WARDENS/MARSHALS

When assigning evacuation roles to onsite staff, the following criteria will be applied:

- Security Supervisors will perform the role of Evacuation Wardens in each area under instruction from Event Control and all staff work to them
- as few different onsite companies will be involved as possible in the nomination of Evacuation Marshals and Wardens for ease of liaison, control and command. All other companies onsite will be on standby for redeployment as required
- normal static security positions will remain in the same place during an evacuation where it is safe to do so
- normal roving (i.e. response team) positions will be the personnel that will move to wherever needed

Specific roles that require covering during an evacuation:

- The proposed evacuation route will be checked by the initial evacuation staff before the public are directed that way for lighting and obstacles
- A number of security staff will become scene preservation staff
- Welfare and information staff will be deployed to any designated safety area to deal with queries
- Toilet blocks, backstage areas and disabled platforms etc. will be checked / cleared

EVACUATION CHECKLIST

Event Control have an Evacuation Checklist that acts as an aide memoir.

RESTORATION OF NORMALITY/RECOVERY

Once appropriate, we will work with agencies to restore normality. This will be co-ordinated via the Site Coordination Group under the command of the Event Controller. It is unlikely after a Major Emergency that we would be admitting the public back into the area that has been evacuated, but should that be the case, we will need to ensure that it is safe, that we have all the necessary staff,

infrastructure and services restored and that we can repopulate the area without creating further safety issues.

Staff are advised of an offsite RVP in the case of an evacuation in order that we can regroup to ensure continuity and restoration of normality.

E) RESILIENCE

- In the event of any communication failure, there are radios, mobile phones and landlines onsite as well as contingency communications equipment including back-up generators
- Radio and radio repeaters are on secondary power supplies
- The response to a failure of the communication system would therefore be to move to another form of communication while the technical problems were being investigated and resolved
- Any failure in communication systems will be co-ordinated by the Production Office in liaison with the relevant contractor
- Contingency mobile phones are available
- Contingency landlines are available inside Marlay House
- All IT information is stored on a remote server
- Alternative workspaces if required can be organised inside Marlay House
- All key documents are backed up on a remote server

APPENDIX 1 - AIDE MEMOIRS FOR STAFF, KEY CONTACTS

All staff are expected to know, without referring to notes, the following five key pieces of information:

- How to get help
- The location of the onsite medics and how to call for medical assistance
- The location of the nearest fire extinguisher and how to call for fire assistance
- The location of the nearest emergency exit
- How to find out the answers to the questions you don't know

AMBER

Amber means we are on standby to evacuate

If amber is declared, all staff must:

- a) Keep the radio clear
- b) Standby for instructions

All managers must additionally:

- a) Stay in one location where they can be contacted
- b) Establish the location of their staff, ensure their safety and manage them
- c) Pass on clear instructions when received as to what is required
- d) Go to any pre-agreed amber RV point or carry out any pre agreed amber roles

EVACUATION

- In the event of an evacuation it is vital that instructions given to the public are carefully planned.
- The wrong instructions could lead to panic and injury and so it is vital you only pass on instructions that you have been given by your line manager.
- Evacuation will be via routes communicated at the time depending on the nature of the incident.
- Take particular consideration to vulnerable festival goers – such as disabled members of the public.
- During any evacuation, there should be no conflicting vehicle movement through the crowd.
- Staff should evacuate to a designated RV point.

MAJOR EMERGENCY

- If a Major Emergency is declared, all contractors and their staff will work with and under the direction of the appointed Onsite Coordinator.
- All instructions will come from Event Control / Production or Licensing and will be clearly identified as being from and on behalf of the appointed Lead Agency.
- Remember that Event Control / Production and Licensing will be receiving an overload of communications so do not contact them unless urgent.

APPENDIX 2 - AIDE MEMOIR FOR NOMINATED EVACUATION WARDENS AND AREA COORDINATORS

AMBER

Amber means we are on standby to evacuate

If amber is declared, all staff must:

- a) Keep the radio clear
- b) Standby for instructions

Evacuation wardens must additionally:

- c) Go to their pre-agreed amber RV point (agree this in advance with all of your staff)
- d) Establish the location of your staff, ensure their safety and manage them
- e) Pass on clear instructions when received as to what is required

EMERGENCY RESPONSE

Please ensure that any emergency response is directed to the location of the incident and help them work without interference and take other action as appropriate. If you are at the scene of an emergency refer to Event Control for instructions.

EVACUATION

- In the event of an evacuation it is vital that instructions given to the public are carefully planned. It is important you wait for instructions.
- The wrong instructions could lead to panic and injury and so it is vital you only pass on instructions that you have been given.
- The public may refuse to follow instructions and make the decision themselves to evacuate, and choose their own route. We recognise that evacuation may be chaotic particularly in the current climate. Our primary aim is to do all that we can to ensure and maintain public safety and we may need to respond flexibly.

EVACUATION ROUTES

- You will be instructed by Event Control / Production / Licensing of the need to evacuate and the route that should be used for the evacuation.

EVACUATION DEPLOYMENT OF STAFF

- Brief your staff at the pre-agreed RV point or by radio
- Redeploy them as efficiently and quickly as you can.
- Use a member of staff to act as a marshal through each gate and along each evacuation route. The rest of the crowd will follow. It is easier to lead a crowd than to issue them directions so continue to do this as necessary sending staff to lead the way.
- Use other staff to clear the areas in your zone towards the routes.
- If you have emergency exit gates entering your zone that are not being used for evacuation of the crowd, ensure that they are kept staffed, closed, but unlocked with the staff on the non-public side to assist any emergency services that respond to this gate to enter the zone.

EVACUATION RESOURCES

- There are loud hailer situated at every arena emergency exit, on every arena entrance. These can be used to give messages out to the public, but they should remain in their allocated positions.
- There are contingency loud hailer that can be used elsewhere if required.
- If you require additional resources, contact Event Control.

EVACUATION KEY POINTS FOR STAFF BRIEFING AT THE TIME

- Use clear, calm, consistent and repeated messages.
- During any evacuation, there should be no conflicting vehicle movement through the crowd.
- Watch out for members of the public trying to help at the scene.
- They should try and answer any questions the public may have as well as they are able, but the priority is to evacuate the area quickly and safely.
- The route will lead to a designated safety area where there will be more staff specifically deployed to answer questions and assist.
- Take particular consideration to disabled members of the public.

ONCE EVACUATION COMPLETE

- Once you think that your area is evacuated, arrange for your staff to do a full sweep through (including any toilets / showers / disabled platforms / tents / backstage etc as applicable to your zone) and then evacuate your area yourself along with your staff.
- Staff should evacuate to the agreed RV point.
- Inform Event Control once your area is clear.
- Liaise with Event Control as to the procedure for locking down the evacuated area to prevent people from accessing back into it.

MAJOR EMERGENCY

- If a Major Emergency is declared, all contractors and their staff will work with and under the direction of the appointed Onsite Coordinator from the Lead Agency.
- All instructions will come from Event Control / Production or Licensing and will be clearly identified as being from and on behalf of the appointed Lead Agency.
- Remember that Event Control / Production and Licensing will be receiving an overload of communications so do not contact them unless urgent.

FURTHER INFORMATION

- The Licensing Office is available to give any further explanation you may require and to help brief your staff.

APPENDIX 3 - STAGE MANAGER EVACUATION ANNOUNCEMENT BRIEFING

ATTENTION ALL STAGE MANAGERS

AMBER

Amber means we are on standby to evacuate

If amber is declared, all staff must:

- a) Keep the radio clear
- b) Standby for instructions

Stage Managers should in addition

- e) Be on standby to stop the show
- f) Stay in one location where they can be contacted
- g) Establish the location of their staff, ensure their safety and manage them
- h) Pass on clear instructions when received as to what is required

EVACUATION ANNOUNCEMENTS

In the event that we have to evacuate your audience / stage, you will be instructed by Event Control to cut the music on your stage instantly and make the following public announcement over your PA:

“This is an announcement from Marlay Park Concerts & Longitude. Due to unforeseen circumstances could you please leave the area as quickly as possible. You should use the emergency exit gates (INSERT). Look for the exit signs above the outer Arena fence. Please take your personal belongings with you if it is safe to do so we will keep you informed as to when it is safe to come back into the Arena. Thank you.”

Please do this slowly, calmly and clearly and repeat until your stage / area is completely clear. Only Event Control or the Production / Licensing Offices have the authority to ask you to do this.

EVACUATION SCREEN MESSAGES

If screen messages have been pre-programmed, then when instructed by Event Control, please ensure that the correct message(s) go up on the screen. The messages are all numbered for ease. Event Control will specify which number of message(s) should be used. Ensure that you know in advance how to do this. Make sure you have an up to date copy of the list of messages in advance.

YOUR STAGE

Please encourage artists and crew to vacate the stage as this sends out a message to the audience that the evacuation is real. Staff should evacuate to TBC

GOOD HOUSEKEEPING

Please ensure that you inform all crew and contractors to not leave unattended bags lying around your area in case they are mistaken for a suspect package.

MAJOR EMERGENCY

- If a Major Emergency is declared, all contractors and their staff will work with and under the direction of the appointed Onsite Coordinator from the Lead Agency.
- All instructions will come from Event Control / Production or Licensing and will be clearly identified as being from and on behalf of the appointed Lead Agency.
- Remember that Event Control / Production and Licensing will be receiving an overload of communications so do not contact them unless urgent.

APPENDIX 4 SAMPLE TRANSFER OF AUTHORITY FORM

Sample transfer of authority form

Event _____

Location _____

Transfer of authority Event Organiser to XXX

At (time)_____ on (date)_____

a major emergency occurred at the above named event namely

(specify incident)_____

and as XXX, I am assuming control. During the period of XXX as the Lead Agency, the organisers and persons working on their behalf, have agreed to work under my direction.

Signed _____

Signed _____

Name _____

Name _____

Rank/Position _____

Role _____

For XXXX

For Festival Republic

Transfer of authority from XXX to Event Organiser

At (time)_____ on (date)_____

The aforementioned incident has been resolved, and as XXX, I am returning control to the Event Organiser.

Signed _____

Signed _____

Name _____

Name _____

Rank/Position _____

Role _____

For XXX

For Festival Republic



Fire Risk Assessment

Food Traders

To comply with Festival Republic trading regulations you MUST carry out a Fire Risk Assessment of your stall or unit. Failure to do will result in a prohibition on trading. Completed forms should be returned to the Festival Safety Team, and one should be completed for each stall, venue or area.

This form allows Trading stallholders to explain about their venues and what they are doing to control fire risks (and other general safety issues). The Festival Safety Co-ordinator can review this Risk Assessment. This is a key stage in signing off your pitch, the final decision to open resides with Event Management. You must describe what will be done to control any remaining hazards.

Traders are reminded that unless otherwise agreed in writing, they are responsible for the fire and safety management within their own premises, not the Festival.

Please use the notes area at the end of each section to give more information on how fire risks will be reduced to an acceptable level.

Name / Location of Pitch or Stall

Responsible Persons Name

Business/Company Name

NOTE: This must be the person who holds responsibility for fire safety on behalf of the stall holder and must be present on site

Mobile number on site

Email address

Business type & brief description

e.g. Clothes trader - t-shirts, hoodies

or Sponsor - Games facility

Section 1 - General

Is your pitch/venue a:

Marquee/Tent

☐

Trailer/Vehicle

Outdoor / Open

☐

Custom Built

☐

Other

☐
☐

If other, please describe here:

If Custom, please describe in Notes section - If Outdoor or open style then skip irrelevant questions

TRADERS / STALLHOLDERS:

What size is your pitch (in metres)

 M by M

How much of this space is open for public access?

If you serve from a counter or an external frontage enter 'zero'

Do you provide a covered seating area?

YES ☐ NO ☐

How many staff will work on the stall at any one time?

Do you confirm all staff have been briefed on working in high noise environments and that suitable hearing protection has been provided?

YES ☐ NO ☐

It is the stallholders responsibility to ensure hearing protection is worn at all times of risk

Do you confirm that the stall will be free of trip hazards, head height hazards or other risks?

YES ☐ NO ☐

Do you confirm that proper access (ladders etc.) will be provided for any work at height required to build the stall?

YES ☐ NO ☐

Section 2 - Fire prevention & Fire safety

If you will be using gas please also complete section 3

Does your activity(s) involve any hot works, such as braziers, kilns or similar?

YES ☐NO ☐

If YES please describe in Notes section below

What is the stall constructed from? Confirm that sheeting is fire retardant?

please describe in Notes section below

Do you use candles or other open flames for lighting or effect?

NOTE: The sale of candles, garden flares or chinese lanterns must be approved by site management

YES ☐NO ☐

Have you identified and removed combustible materials that could promote fire spread beyond the point of ignition such as cardboard, paper, etc?

YES ☐NO ☐

Do you have "no smoking" signage?

YES ☐NO ☐

Are adequate exits provided for the numbers of persons working?

YES ☐NO ☐

Will all exits remain unobstructed?

YES ☐NO ☐

Are your staff able to evacuate the stall/venue easily if normal access is blocked?

YES ☐NO ☐

If the normal lighting failed would the occupants be able to make a safe exit (do you have back up lighting such as torches)?

YES ☐NO ☐

Confirm that all electrical appliances show proof of current testing?

YES ☐NO ☐

Have you checked arrangements for waste collection?

NOTE: Waste cooking oils must not be disposed of on site

YES ☐NO ☐

Can you provide assurance that staff will not sleep in your venue?

YES ☐NO ☐

Have your staff been trained on how to use fire fighting equipment?

YES ☐NO ☐

Have your staff received fire action procedures including evacuation of your venue/stall?

YES ☐NO ☐

Do you use any other flammable substances in your stall?

This includes diesel, petrol, paints, thinners, solvents and so on (please describe below)

YES ☐NO ☐

Is there any cooking or naked flame within the venue?

YES ☐NO ☐

Section 2 Notes - You must ensure that the fabric / exterior of your stall is protected from direct heat, open flames etc

Section 3 - Gas Installations

Do you have a current inspection certificate for any gas installation and appliances? <small>NOTE: Ensure a copy is available for inspection</small>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are all gas connections made with crimped fittings with any hoses kept as short as possible?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are gas hoses in good condition with no surface cracks, splits or signs of wear? <small>NOTE: Gas hose must be marked with BS3212</small>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you have staff who have been trained in the safe method of changing and handling gas cylinders?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are gas cylinders stored outside the stall and secured upright?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are gas cylinders kept away from public access and not blocking any exit routes or circulation areas?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are gas appliances securely fixed or stood on a stable non-combustible base?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Is the stall construction or fabric shielded from the effects of heat from gas appliances?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Has the gas installation in your unit been installed with DFB Guide to Gas at Events Version 2 and I.S. 820:2019 and you comply with all associated	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Section 3 Notes**Section 4 - Further Health & Safety**

Are you aware of likely noise levels at your trading position?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you confirm that noise sources will be properly controlled within your venue/space?		YES <input type="checkbox"/>
Do you confirm that all work at height required to build or dismantle the stall/venue will be carried out safely with the correct PPE?		YES <input type="checkbox"/>

Section 4 Notes

Section 5 Emergency Procedures

Have your staff been instructed in what to do in an emergency?

YES ☐NO ☐

NOTE: This includes how to raise the alarm, where to go, how to turn off gas or electrical appliances and so on.

What type of fire extinguishers do you have

Water/Foam ☐Powder ☐CO2 ☐Blanket ☐

Have the extinguishers been tested within the last 12 months?

YES ☐NO ☐

Have staff been trained in how to use the extinguishers?

YES ☐NO ☐

Are all exit routes kept clear of obstructions, storage or waste?

YES ☐NO ☐

NOTE: Include the routes immediately outside and around your stall

Do you have a sufficient number of exits and exit signs placed clearly and visibly to show public exit routes?

YES ☐NO ☐

If there was a fire, how would you raise the alarm to anyone in the stall and surrounding area?

NOTE: This could be as simple as a whistle or a bell

Section 5 Notes**Section 6 - Notes and Confirmation**

Any other relevant information regarding safety on your stall or area?

Declaration that the information given is correct and that you agree to implement this risk assessments at all

Signed:

Date

Company:



ADVERSE WEATHER PLAN

This document is supplementary to the Event Management Plan and risk assessment and is intended to provide information on the provisions and procedures in place for adverse weather. This Policy document represents the overall approach adopted by Festival Republic and is intended to complement rather than replace any adverse weather plan developed by a temporary structure supplier.

For the purpose of this plan, adverse weather is described as localised or widespread inclement weather that poses an increased risk of injury or damage to persons, property and infrastructure on the event site. Adverse weather may include, but is not limited to; heavy rain, heat wave, extreme cold, thunder storms, lightning strike, hail, and high winds.

Marlay Park is an established event site situated in Rathfarnham at a ground height of 54m above sea level. The site has adequate drainage and is not prone to flooding. The Main Arena is entirely on grass, with hard standing concourse on the exterior. The site is served by a mains drinking water supply.

During the event planning phase the suppliers of temporary structures shall be required to provide information regarding the performance of their structure in high wind and other adverse weather. Structure providers will be expected to develop and circulate a suitably detailed wind action plan for every one of their structures (as outlined in TDS Edition 4).

Variable and programmable LED signage will be developed in key locations throughout the site providing general event and safety messaging to the public. Video screens and PA systems to be utilised within arena areas.

Met.ie and daily updates from Weatherops will be monitored throughout the build, break and during the event.

Met Eireann's Warning System is categorised into the below:

Status Yellow – Weather Warning – Be Alert

Status Orange – Weather Warning – Be Prepared

Status Red – Severe Weather Warning – Take Action

The criteria for different warning levels (Yellow, Orange, Red) for the following elements are included below:

Weather Element	Criteria for Red – Severe Weather Warnings
Wind	Mean Speeds in excess of 80km/h Gusts in excess of 130km/h
Rain	70mm or greater in 24hrs 50mm or greater in 12 hrs 40mm or greater in 6hrs
Thunderstorms	No Criterion
	Criteria for Orange – Weather Warnings
Wind	Mean Speeds between 65 and 80 km/h Gusts between 110 and 130 km/h
Rain	50mm – 70mm in 24hrs 40mm – 50mm in 12 hrs 30mm – 30mm in 6 hrs
Thunderstorms	Widespread thundery activity over an area of several counties.
	Criteria for Yellow – Weather Alerts
Wind	Mean Speeds between 50 and 65 km/h Gusts between 90 and 110 km/h
Rain	30mm – 40mm in 24hrs 25mm - 40mm in 12 hrs

	20mm – 30mm in 6 hrs
Thunderstorms	No Criterion

Taken from www.met.ie/met-eireann-warning-system-explained

In the event of Met Eireann issuing a status yellow, orange or red weather alert, statutory agencies will be consulted as needed to discuss the necessary actions and response which may need to be taken.

PREVIOUS HISTORY AND DATA

10 YEAR AVERAGE DATA FOR MONTH OF JULY (2010 TO 2019) INCLUSIVE*

Max Temp °C	Min Temp °C	Rainfall mm	Wind Speed m/s	Gust Speed m/s
24.9	6.62	54.15	4.14	18.36

JULY 2019 AVERAGE DATA

Max Temp °C	Min Temp °C	Rainfall mm	Wind Speed m/s	Gust Speed m/s
25	6.8	46.7	3.9	20.06

*Temperature, rainfall and wind data taken from <https://www.met.ie/climate/available-data/historical-data#> / using Dublin

INFRASTRUCTURE PROVISIONS

- Site suitability for capacity crowd in adverse weather conditions assessed in advance.
- Sufficient potable water supply for capacity crowd available while site is open to the public.
- Festival Republic Health and Safety Team to set up anemometer from first week of build, with readings available from their office at all times.
- Long-range satellite weather warning system used to send updates to key Festival Republic personnel of incoming adverse weather.
- Stage suppliers to set up independent anemometer according to their build schedule.
- Communication via telephone established with all onsite teams from arrival, and via radio when these are delivered and distributed.
- All structures to be monitored by Health and Safety Team and signed off in conjunction with the supplier when complete as per manufacturer's design.
- Independent structural engineering firm contracted to assess the structural integrity of major structures (e.g. stages, big tops, bridges). Pre-site document overview, initial onsite assessment with feedback for improvements to be actioned, and a final site report all to be supplied before first show day.
- Major structures to be grounded from lightning strikes.
- Emergency egress routes planned along existing hard standing or metalled roadways wherever possible.

ONSITE PROVISIONS FOR STAFF DURING BUILD, SHOW, AND BREAK

- Trained first aider on duty during event build and break periods.
- External medical care <30 minutes.
- Relevant PPE and wet weather equipment available for directly employed staff.
- Limited shelter available for staff in portacabins, marquees and gazebos.
- Dedicated staff welfare facilities available including hot and cold refreshments and shelter as appropriate.
- Drinking water outlets are positioned at the sanitation points within the Production area.
- In the event of extremely hot weather, mobile patrols will monitor the welfare of staff such as security and traffic personnel and provide drinking water.
- Sunscreen available from Production.

ONSITE PROVISIONS FOR PUBLIC AND STAFF WELFARE DURING SHOW

- Extensive medical facilities and personnel available in arena during show.
- External medical care <30 minutes.
- Medical and welfare tents equipped with heating.
- Limited stock of all-weather clothing and equipment available for purchase from onsite traders.

- Sheltered entertainment available in the arena.
- Variety of hot refreshments available for purchase in the arena.
- Welfare facilities available in the arena holding a stock of a suitable number of blankets and emergency 'space' blankets.
- Drinking water outlets are positioned at the sanitation points within the arena.
- Door policy permits patrons to bring <500ml sealed bottles of water and empty reusable bottles into the arena.
- Pit water is distributed to the crowd by the pit security staff at all stages.
- Sunscreen available from the medical posts within the arena.

HIGH WIND PROCEDURE

WIND LEVEL 1: When monitoring registers a gust wind speed in excess of 10m/s (if possible measured at 10m above ground), in conjunction with an increasing general trend of recorded wind speeds, production staff should be put on alert that action may be required and if installation is still in progress, consideration should be given to delaying further installation. At this level the use of cranes and MEWPS should be temporarily suspended. It may become necessary for suspended loads to be lowered and in preparation; it should be considered to release any secondary safety bonds from some equipment to allow ease of lowering should conditions worsen.

WIND LEVEL 2: When monitoring registers a gust wind speed in excess of 15m/s (if possible measured at 10m above ground), in conjunction with an increasing general trend of recorded wind speeds then work at height should be suspended and PA systems, lighting trusses and video screens should be lowered. Side and back wall sheeting from stage structures will need to be removed and side walls on tents secured closed.

WIND LEVEL 3: When monitoring registers wind speeds in excess of 20m/s (if possible measured at 10m above ground), in conjunction with an increasing general trend of recorded wind speeds, then all stage work should be suspended with PA and screen systems lowered where possible and work areas made safe. If equipment has been suspended in public areas and been fitted with additional fixed safety suspensions (preventing rapid lowering) then areas around such installations should be secured.

The operational maximum wind speed should be taken as a one-second gust measured at 10m above ground level.

The operational maximum gust wind speed is 25m/s. At this speed, significant disruption to the event is likely, and is considered a threat to public and crew safety.

10m/s = 36 kph

15m/s = 54 kph

20m/s = 72 kph

25m/s = 90 kph

Other actions that should be given consideration are as follows:-

- Evacuation of any wooded areas
- Partial or full evacuation of the arena and entertainment areas to a place of safety
- Fencing monitored, and remedial works undertaken. Scrimmed heras to be checked and possibly vented and/or additional bracing needed
- Work at height suspended
- Re-routing of traffic or pedestrian access routes
- Suspension of activities such as Partner activations
- Banners, signage, decor removed or lowered

ELECTRICAL STORM PROCEDURE

The WeatherOps forecasting system is accessible while staff and the public are on site. The Safety Team will disseminate forecasts and update other event personnel when the likelihood of an electrical storm increases.

The 30/30 Rule:

Counting the time between Flash (the lightning seen) to Bang (the thunder heard) is a commonplace measure of how far a storm is from where the Flash to Bang is being counted. These values have been included below.

If there is a period of more than 30 seconds Flash to Bang, then the lightning is more than 9km distant. If the Flash to Bang is 30 seconds or less, Storm Level 3 has been reached and the actions noted below must be followed.

Once the time period between Flash to Bang has been counted at more than 30 seconds for 30 minutes consistently, it can be assumed the storm has passed.

In all cases when individuals are seeking shelter in areas that may be lightning safe, they must be kept more than 3m away from any metal parts of structures until the 30/30 Rule has been followed and the risk of lightning has passed.

Lightning safe areas may include:

- Permanent structures
- On the wooden deck of large roofed stages
- Large enclosed tents
- Cabins
- Inside hard-topped vehicles with closed windows, providing that anyone inside does not touch the metal framework of the vehicle

Areas likely to be lightning unsafe may include:

- Being less than 3m away from structures, metalwork, or trees
- Production areas beneath stages or structures
- Front of House (FOH) or observation towers
- Delay towers
- Screen goalposts
- Popup gazebos or concessions tents

Key event management personnel for the implementation of this Electrical Storm Procedure are:

- Event Safety Coordinator / H&S Team
 - Has overall responsibility for Health & Safety onsite
- Event Manager
 - Responsible for the day-to-day management of the event
- Site Manager
 - Responsible for the implementation of site design for all physical elements onsite
- Production Coordinator
 - Responsible for site infrastructure contractors and staff, including the electrical, staging, big top, marquee, telecommunications and internet providers
- Technical Production Manager
 - Responsible for the Stage Managers, Audio-visual (AV), Lighting (LX), and pyrotechnic providers
- Licensing Coordinator
 - Responsible for the public-facing contractors and staff, such as security firms, stewarding companies, food traders and bars
- Marketing and PR team
 - Responsible for digital communication between the event and the public.

Each of these key event management personnel may need to communicate to:

- Lead contact from each contractor
 - Responsible for communicating the relevant parts of the Procedure to their staff, such as when and where to find an area of safety.

This Procedure will be sent to all event personnel in advance of their arrival at site, and they will have responsibility for communicating it to their relevant contractors and staff both in advance of the event, and to notify them of any progress through the Storm Levels onsite.

The lead contact for each contractor will be re-briefed of the Procedure upon arrival on site by the relevant Coordinator or Manager.

Checks conducted to ensure areas are safe to open to the public include sign-off from the electrical contractor on completion of installations. The agreement between the event and electrical contractor includes the requirement to install lightning conductors for all outdoor stages and delay/FOH/observation towers, sufficient surge protection devices in power supplies, and to include sufficient means of isolating sections of the distribution in the case of an emergency.

The below actions may be taken earlier than at the electrical storm distances noted here, but no later.

STORM LEVEL 1:

- Electrical storms within 32km of site (1 minute 40 seconds Flash to Bang).
- The Safety Team alerts event personnel to the possibility of lightning strikes.
- Work continues as normal.

STORM LEVEL 2:

- Electrical storms within 16km of site (50 seconds Flash to Bang).
- Event personnel put on alert to increasing likelihood of severe weather with info disseminated to lead contacts; standby for show down signal and ensuring the contractors have their evacuation plans to hand.
- All persons at height to return to ground level, including all personnel on observation towers.
- Electrical contractor to put staff on standby to prepare protection of equipment from severe weather.
- Normal Front of House Tower, stage-level and ground-level work continues.

STORM LEVEL 3:

- Electrical storms within 9km of site (30 seconds Flash to Bang).
- All Event personnel to cease normal work, and key personnel, lead contacts and key contractors to convene in Event Control or similar to consider whether it's necessary to 'power down' the stages and equipment.
- LX, PA and electrical contractor personnel to report to Stage Managers.
- Standby to show down signal repeated.

STORM LEVEL 4:

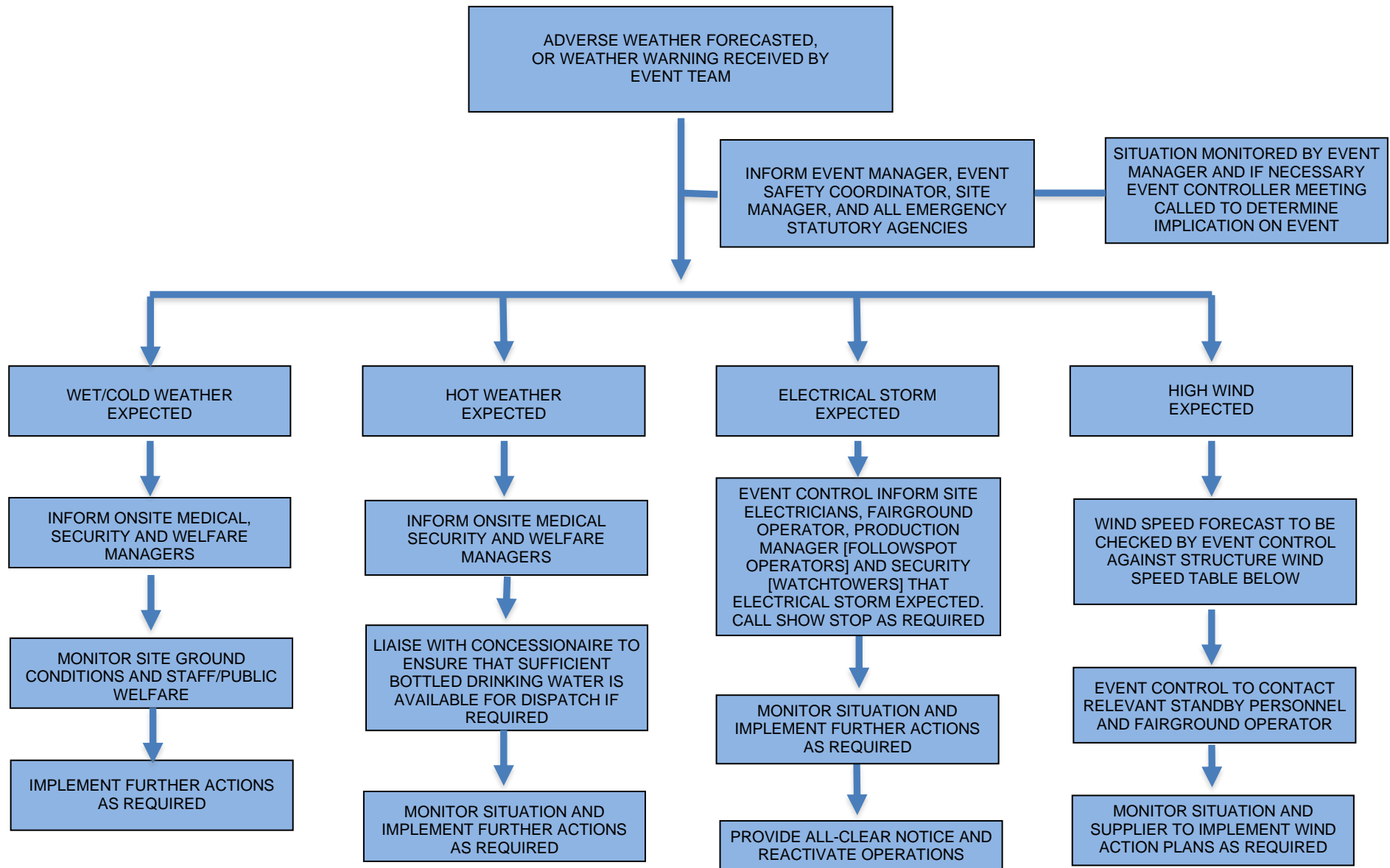
- Electrical storms within 5.5km of site (18 seconds Flash to Bang).
- Show down signal will be given by the Event Controller or appointed deputy. Any show down command will be transmitted from Event Control through to Stage Managers & lead contacts.
- Only then is the Stage Manager to interrupt the performance. Video screens to show:

**“The stage has been shut down for safety; performances will resume after the storm has passed.
If outside, please make sure you are at least 3m away from metalwork or trees, and adopt this position”.**

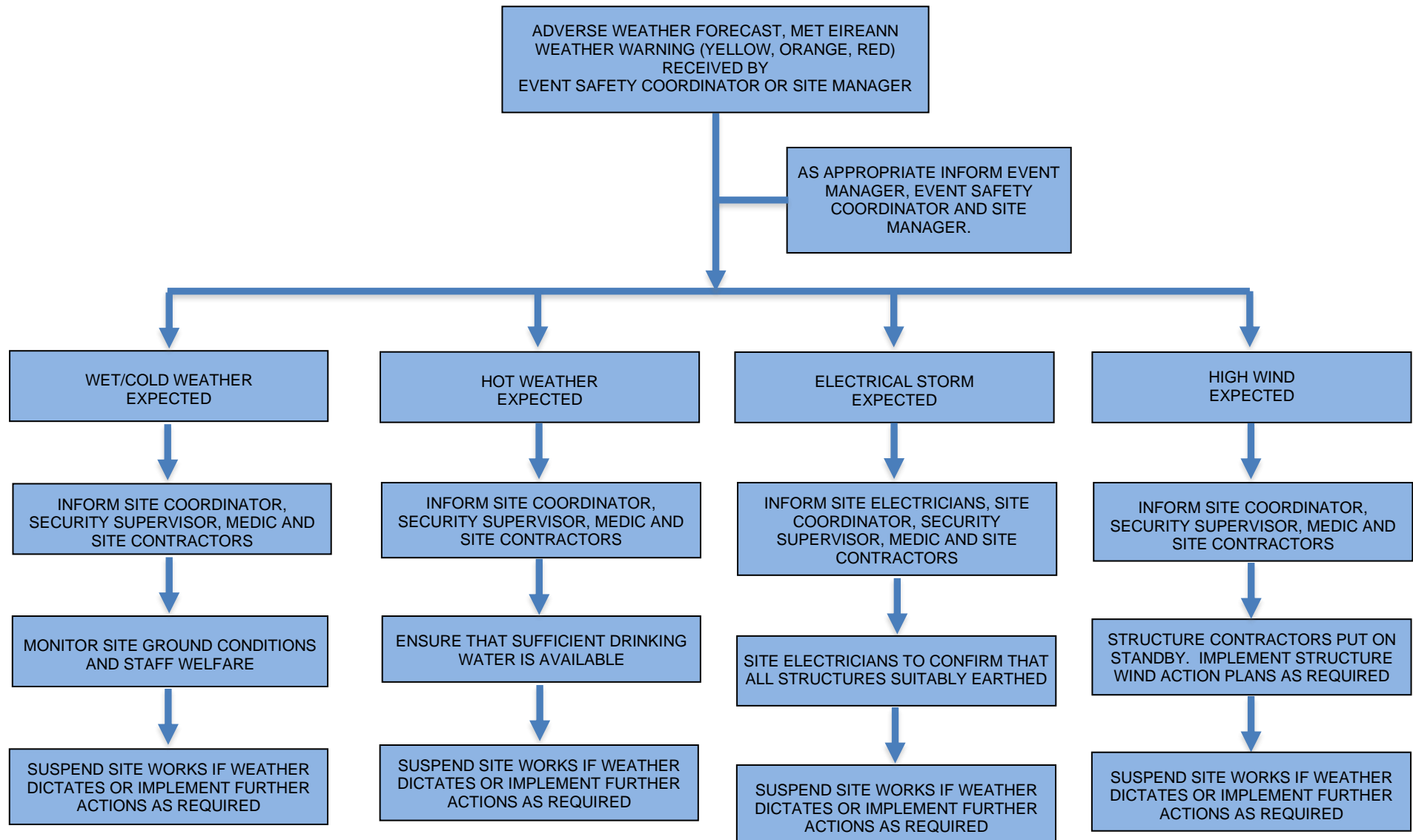


- Lead contacts from LX and PA to feedback to Stage Managers, who will in turn confirm with electrical contractor personnel that they are ready for shut down.
- Video to continue to display for 5 minutes; or until instructed by Event Control / electrical contractor management to proceed to shutdown.
- Stage manager to feed back when Video has shutdown before the video breakers are opened.
- All remaining circuits to be opened, generator breakers opened and engines shutdown; isolate batteries.

ADVERSE WEATHER ACTIONS - EVENT PERIOD



ADVERSE WEATHER ACTIONS – BUILD AND BREAK PERIOD



Wind Speed Conversion Chart

Beaufort Force	Description	Specification on Land	Knots	Km/h	mph	m/s	kN/m ²
0	Calm	Smoke rises vertically	0	0	0	0	0
1	Very light	Direction of wind shown by smoke drift but not by wind vanes	0-3	1-5	1-3	1-2	.002
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	20-29	13-18	5-8	.039
5	Fresh breeze	Small trees in leaf start to sway	17-21	30-39	19-24	8-11	.074
6	Strong breeze	Large branches in motion, telegraph wires whistle	22-27	40-50	25-31	11-14	.120
7	Near gale	Whole trees in motion, inconvenient to walk against wind	28-33	51-61	32-38	14-17	.177
8	Gale	Twigs break from trees, difficult to walk	34-40	62-74	39-46	17-20	.245
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	



HEALTH AND SAFETY POLICY

POLICY STATEMENT

Festival Republic is committed to protecting the health, safety and wellbeing of all employees and others who could be affected by our work activities. As Managing Director, I shall ensure that appropriate management resources are provided to identify and control any risks arising from Festival Republic operations at their office premises and temporary workplaces such as event sites.

Safety and wellbeing is of prime importance and an integral part of all Festival Republic operations; so a proactive approach will be adopted to health and safety issues and a positive culture nurtured within the organisation. Our commitment is to provide and maintain safe working conditions, equipment and systems of work for all our employees and to provide such information, training and supervision, as they need for this purpose.

We are also committed to providing a safe, secure and sustainable environment for all members of the public attending our events.

Through the implementation, monitoring and review of this Policy we aim to secure the long term welfare of employees and to protect people other than those at work against risks arising from our activities. I will therefore endeavour to take all reasonable steps to ensure the objectives of this Policy are met and that necessary resources are allocated to accomplish our goals.

POLICY OBJECTIVES

The objectives of this Policy are to:-

- Create proactive safety management systems to minimise risks to the Company, its employees and the general public
- Provide and maintain a healthy and safe environment, means of access and egress, systems of work, articles and substances, plant and equipment that are as safe as reasonably practicable.
- Fulfil all legal obligations imposed upon the Company and follow industry good practice.
- Ensure that suitable provision is made for welfare and sanitary services for all temporary workplaces.
- Safeguard the health and safety of the public, contractors etc. who could be affected by the activities of Festival Republic.
- Provide a safe working environment and adequate welfare for employees
- Ensure that all employees receive adequate training, information, instruction and supervision in safe working methods, accident prevention & emergency procedures.
- Ensure that suppliers and contractors are appointed on the basis of competence and experience, and that they actively encourage employee participation in H&S.
- Provide a mechanism to monitor the application of this policy.
- Provide a mechanism to review this policy on an annual basis.
- Strive to continuously improve safety performance. Festival Republic shall consult with employees on a regular basis regarding health and safety and shall seek to foster a positive safety culture.

ARRANGEMENTS WITHIN THE COMPANY

As Managing Director I have overall responsibility for development and implementation of this Policy.

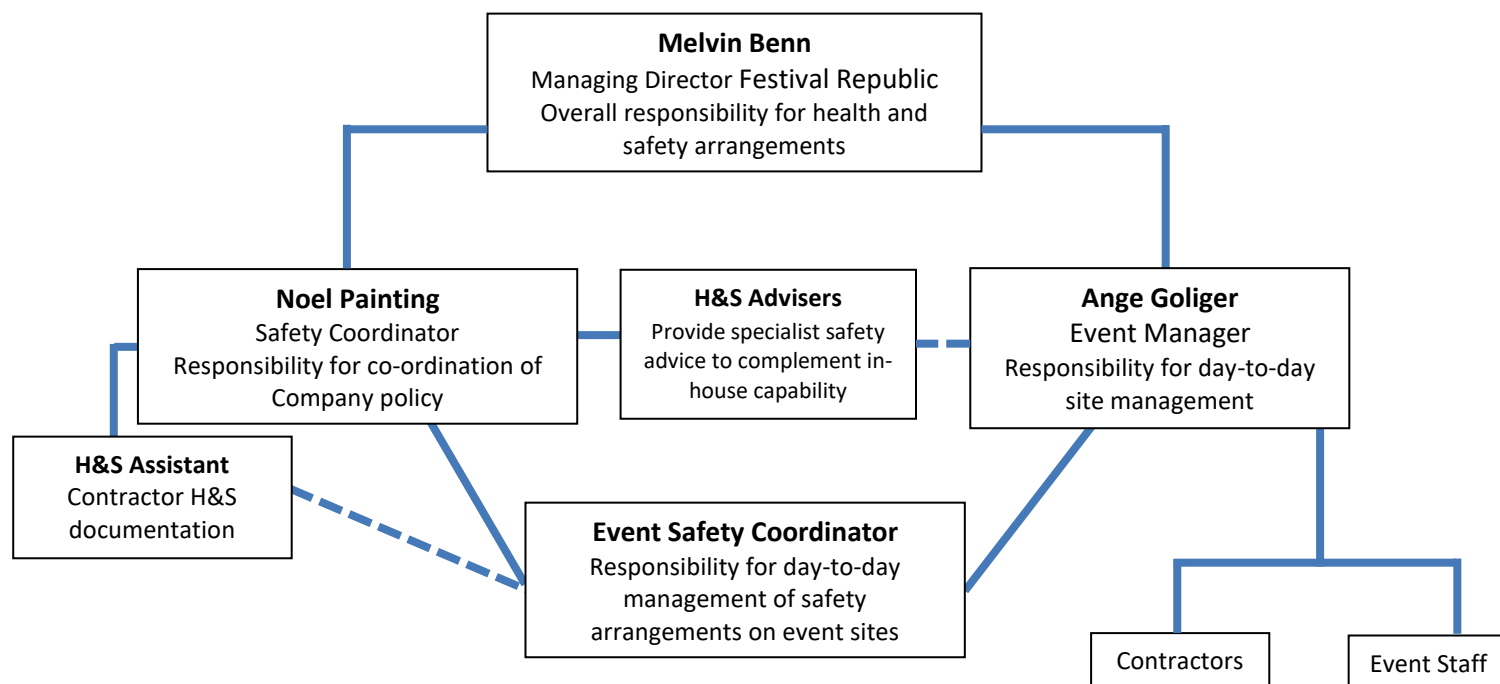
I shall delegate authority to suitably competent and senior managers at each event operated by Festival Republic, to ensure that this Policy (and any specific arrangements required to achieve it) is fully enforced. These assistants shall monitor work operations and the activities of contractors, and make such arrangements to ensure that the safety performance of Festival Republic is properly monitored and reviewed.

Where appropriate, Festival Republic resources shall be complemented by the appointment of specialist health and safety

advisers to assist in the development of specific policies and practices. Such advisers shall work with myself (or my assistants) in the delivery of this Policy and provision of safe conditions at major events.

It shall be a condition of contract with any supplier or contractor to Festival Republic, that they provide evidence of competence, past safety performance, staff training and relevant insurance. Every contractor shall be required to sign a commitment to safe working and partnership in achieving Festival Republics' policy objectives.

The arrangements within the Company are shown in the diagram below.



ACHIEVEMENT OF THE POLICY

The Policy will to be implemented through all Festival Republic operations by reference to Risk Assessments, Event Management Plans, Fire Risk Assessments and other related documents for each event. The findings of these documents will be communicated to all staff and other workers by means of online inductions, briefings, handbooks and so on.

I shall ensure that all Festival Republic employees undergo a due process of induction and briefing prior to starting work at our office premises or any of our event sites. Every employee shall be given suitable instruction, training and supervision in order for them to carry out their duties safely, and every employee shall be provided with detailed information on event risks, site rules and so on in the form of a Staff Handbook at each major event.

It is a responsibility of contractors and subcontractors to take all reasonable steps to ensure safe systems of work are adopted whilst on our event site. I will produce an Event Health and Safety Contract between Festival Republic and any supplier or contractors and subcontractors to this effect. This document must be signed and returned before commencement of work. I recognise that Festival Republic has duties under the *Health and Safety at Work Act 1974 (UK)*, *Management of Health and Safety at Work Regulations 1999 (EU)* and the *Safety, Health & Welfare at Work Act 2005 (Ireland)* to manage and co-ordinate the operations of contractors and others on our event sites. Wherever necessary my delegated representatives and I will provide advice on safety matters to assist in the achievement of this goal.

Festival Republic shall ensure that all staff and contractors are provided with advance information on site hazards, basic orientation and emergency procedures – via online inductions, staff handbooks, and advisory notes.

Those persons with specific responsibilities for health and safety are to ensure that these responsibilities are correctly delegated to competent person(s) in their absence.

Festival Republic recognises the need for employee consultation to maintain high standards of awareness and improvements to health and safety performance. Procedures have been established to accomplish this and a blame-free culture is promoted to encourage discussion of health and safety matters at all levels throughout the organisation.

This Policy and any subsequent changes are to be brought to the attention of all employees and others who could be affected via the health and safety contract. All persons are expected to co-operate to achieve these objectives.

With good planning, communication and co-operation we aim to maintain a high standard of health and safety for all who are working at or visiting the festivals and events. This Policy requires the personal commitment of everyone within the organisation. I ask you to work with me to achieve our shared objective.

MELVIN BENN
MANAGING DIRECTOR, FESTIVAL REPUBLIC



SUPPLIER'S HEALTH AND SAFETY TERMS AND CONDITIONS

1. GENERAL

- 1.1. The Supplier accepts its duty to comply with all applicable health and safety legislation and any relevant accredited "Code of Practice" or guidance. Furthermore, the Supplier acknowledges that it is its sole responsibility to implement such legislation and good practice, and shall hold the Company harmless and shall indemnify the Company against all liabilities, costs, expenses, damages and losses or enforcement action resulting from any failure by the Supplier to work in accordance with such legislation or good practice.
- 1.2. The Supplier shall implement safe methods of working and shall ensure that any person or organisation undertaking the Works on its behalf (whether a person employed or contracted by the Supplier ("Staff") or a person or organisation otherwise engaged by the Supplier as a sub- contractor), does so without risk to their own health and safety or that of others, including ensuring that personnel are fit to work and not impaired by virtue of alcohol or other intoxicant.
- 1.3. The Supplier shall ensure that all persons carrying out the Works are sufficiently trained, experienced and are competent to do so safely, and that they are managed and overseen by a "Crew Boss" or similar who shall take responsibility for implementing safe working.
- 1.4. The Supplier shall ensure that all persons working on its behalf are made aware of any "Site Rules" imposed by the Company.
- 1.5. The Supplier shall provide suitable and sufficient risk assessments of all activities associated with delivery of the Works and, in particular, any activities which present a high risk to the safety and wellbeing of working personnel on site, other site users, the environment or the Company.
- 1.6. The Supplier and any person carrying out work on its behalf shall comply with the Public Health (Tobacco) Acts 2002-2015, which cover all temporary event structures and vehicles.
- 1.7. The Supplier must obtain the prior written consent of the Company to use any sub-contractors to perform the Works. Such consent may be given or withheld at the Company's discretion. Any such consent by the Company shall not relieve the Supplier of any of its obligations under the Agreement.
- 1.8. The Supplier shall ensure that no person (aged under 16) is permitted to work or otherwise be brought onto the event site, and that a full risk assessment is conducted for any young person (16 or over but under 18) carrying out works on behalf of the Contactor.
- 1.9. The Company's health and safety system relates to the Supplier's work inside the Company's site, i.e. the area that it controls. If the Supplier is working on the public highway and/or in areas outside of the Company's jurisdiction for part of its operation, it is assumed that it has carried out its own risk assessment for its work in these areas, completed a method statement and have all of the appropriate PPE, insurance and health and safety procedures in place.
- 1.10. If the Supplier requires the Company to supply or undertake any activity as part of their risk assessment, this must be highlighted clearly and agreed in writing (email being sufficient) with the relevant Event Manager.

2. CO-OPERATION

- 2.1. The Supplier shall ensure that all persons working on its behalf co-operate with the Company in the effective management of safety risks on site and shall assist with the implementation of safe systems of work.
- 2.2. The Supplier shall ensure that all persons working on its behalf complete the health and safety induction. This induction shall provide information regarding specific hazards that may be encountered on the event site, basic welfare and contact information and "Site Rules". The induction shall not provide training on the Supplier's own safe systems of work, which shall be the sole responsibility of the Supplier. Neither shall the induction obviate the Supplier's obligation to comply with this Health and Safety Terms and Conditions and all other terms of the Agreement).
- 2.3. The Company shall provide to the Supplier the "Site Rules" to maintain safe working. The Supplier shall circulate the same to all of its Staff and sub-contractors and ensure compliance with the same (the Supplier acknowledging that it shall retain full responsibility for any non- compliance with the "Site Rules" by any of its Staff and sub-contractors).

- 2.4. The Company shall monitor site working and may penalise any person or organisation operating without due regard to safety or the stated "Site Rules". This may include a "Yellow/Red Card" system whereby offenders are given a formal warning, followed by exclusion from site for repeat infringements. The Supplier shall co-operate with such a system and acknowledges that serious or repeated non-compliance with the Site Rules shall constitute a material breach of the Agreement. In the instance of a "Red Card" being issued to any persons working on behalf of the Supplier, such person shall be excluded from site and the Supplier shall be fined €100 in liquidated damages (which the parties agree is a genuine pre-estimate of the damages that the Company may suffer).
- 2.5. The Supplier shall provide to the Company in a timely manner, any information relating to the Works that may be required under the Safety, Health & Welfare at Work Regulations 2013.

3. SITE RISKS

- 3.1. The Company shall provide a register of site hazards, including the locations of any known overhead and underground services (water, power, gas, sewage etc.). This shall be made available to the Supplier in advance of its arrival on site and during the site safety induction. The Company shall provide indicative maps of any such services, however the Supplier should not rely on the accuracy of such maps and must make its own investigations if the Works present a risk of contact with overhead or buried services.

4. CONSTRUCTION ACTIVITY

- 4.1. The Supplier is advised that the event site shall be considered a "Construction Site" under the terms of the Safety, Work & Welfare at Work (Construction) Regulations 2013 and will be managed accordingly. Regardless of the nature of the Works, the Supplier must fully comply with the "Site Rules" or other obligation, including the mandatory use of personal protective equipment ("PPE") required under applicable legislation or by the Company.
- 4.2. If the Works includes the installation of infrastructure or equipment, the Supplier must ensure that a competent individual assesses the installation to ensure it has been constructed correctly and is fit for use. Upon satisfactory inspection, the Supplier shall sign a completion certificate as provided by the Company confirming the same.
- 4.3. The Supplier shall carry out periodic inspections of any installation provided as part of the Works to ensure it remains safe and serviceable. If requested to do so, the Supplier shall provide written evidence of such regular inspections or tests to the Company.
- 4.4. If requested to do so by the Company, the Supplier shall provide a competent person ("the Babysitter") to monitor any installation provided as part of the Works, and who shall carry out periodic inspection and maintenance as required. The Babysitter shall be available 24/7, must have a good command of English and must be able to understand and promptly respond to requests and instructions.

5. VEHICLES AND PLANT

- 5.1. The Supplier shall not bring onto site any vehicle (including mechanical plant, buggy, quad bike etc.) without the express permission of the Company and without a pass being issued for each specific vehicle.
- 5.2. The Supplier shall ensure that suitable insurance is provided for any vehicle supplied by the Supplier, and this insurance shall cover the vehicle's use on the event site in the course of the Works. The Supplier shall indemnify the Company against any and all claims, damage or other losses arising from the operation of vehicles and plant supplied by the Supplier.
- 5.3. The Supplier shall ensure that any relevant Staff or sub-contractor hold a valid full driving licence and is not barred or suspended from driving. Any Staff and sub-contractors required to operate a vehicle or plant provided by the Company shall be required to present evidence of competence and authorisation to drive at the Production Office.
- 5.4. If the Works require the use of a crane, the Supplier shall ensure that all relevant information, including a site-specific "Lifting Plan" is produced and circulated to all parties. The Supplier shall ensure that a competent person is provided to act as the "Lift Supervisor" (for both "Contract Lifts" and "Crane Hire Only Lifts"). The Supplier shall pay particular regard to ground stability, the avoidance of buried and overhead services and the effects of weather in drafting the Lifting Plan. The Supplier shall not undertake any crane operations without the knowledge and express authorisation of the Company's on-site representative.
- 5.5. The Supplier shall ensure that any Staff or sub-contractors operating a vehicle on its behalf does so safely and in accordance with any speed limit, curfew or other restriction imposed by the Company.
- 5.6. No person shall operate any vehicle whilst their capacity is impaired by alcohol, prescription medicine or other drugs.
- 5.7. Any use of ATV style buggies (e.g. Kubota / John Deer / Mule) must include the use of seatbelts.
- 5.8. Passengers must not be carried in the load compartment of any vehicle.
- 5.9. Any vehicle movements with limited visibility or in high pedestrian areas must use the aid of a banksman.

6. FIRST AID, ACCIDENTS, NEAR MISSES AND ACCIDENT REPORTING

- 6.1. The Supplier is reminded of its duties under the Safety, Health and Welfare at Work (General Application) Regulations 2007 to make suitable arrangements to provide first aid care to its Staff whilst at work. Notwithstanding this, the Company shall provide basic site first aid facilities (which may vary during the construction process), which will be outlined during the Supplier's site safety induction.
- 6.2. The Supplier must ensure that its Staff and sub-contractors immediately report any accidents including near misses to the Company's Production Office. The Supplier should also maintain records of any such incidents.
- 6.3. The Supplier shall co-operate with the Company in the investigation of any incident and shall be responsible for making any report required under the Safety, Health & Welfare at Work (Reporting of Accidents and Dangerous Occurrences) Regulations 2016. Any report made by the Supplier must be shared with the Company.
- 6.4. In the event of a serious accident the Supplier shall ensure that its Staff and sub-contractors leave all materials, equipment and tools undisturbed (providing they do not cause a hazard) to aid investigation.

7. PERSONAL PROTECTIVE EQUIPMENT

- 7.1. The Supplier shall ensure that all Staff and sub-contractors carrying out the Works are provided with and shall use at all times, suitable and appropriate PPE. Where required by the Company, the Supplier shall comply with any site-wide PPE rules, such as the wearing of hi-visibility vests.
- 7.2. Any persons working onsite in a self-employed capacity shall provide all necessary PPE and equipment that may be required to carry out the works.

8. STRUCTURAL SAFETY

- 8.1. The Supplier shall not remove and shall ensure that its Staff and sub-contractors do not remove any components, bracing or guy lines of any temporary structures or add any banners or hoarding without consulting the relevant supplier of the structure and/or the Company's event safety co-ordinator, site manager or other designated Company representative.
- 8.2. If the Supplier's Works involve the installation of any structure, then this must be completed in accordance with the "IStructE Guidance on Temporary Demountable Structures" and all other relevant guidance, including "Guidance for the Management & Use of Stages and related temporary event structures if applicable". Maximum structural loads (including lateral loads) shall be clearly identified. An "Adverse Weather Plan", including reference to wind speed shall be provided by the Supplier for use by the Company in operating any structure.

9. WORKING AT HEIGHT

- 9.1. Wherever practicable the Supplier shall design any structure or work operation to avoid the need to carry out work at height. If this is not practicable, the Supplier shall ensure that any such activity is carried out in accordance with the Safety, Health & Welfare at Work (Work at Height) Regulations 2006.
- 9.2. It shall be the responsibility of the Supplier to establish and provide safe means of access, including the provision of suitable PPE to any Staff and sub-contractors who is required to work at height. Furthermore, the Supplier shall ensure that all such persons have received appropriate training and remain competent and capable of carrying out work operations at height.

10. WORK EQUIPMENT

- 10.1. The Supplier shall ensure that any work equipment it provides for use at the event site complies with relevant legislation, is fit for purpose, safe and maintained in good working order.
- 10.2. The Supplier shall ensure that only competent and suitably trained Staff and sub-contractors are allowed to operate work equipment.
- 10.3. The Supplier must comply and/or must ensure that its Staff and sub-contractors comply with the Safety, Health & Welfare at Work (General Application) Regulations 2007 (2010) when supplying motorised lifting equipment with or without personnel and supply all the requisite paperwork /certification in accordance with legislation to the Company.

11. USE OF CHEMICALS OR OTHER SUBSTANCES HAZARDOUS TO HEALTH

- 11.1. The Supplier shall not bring any dangerous substance onto the event site without specific advance permission of the Company. This includes (but is not limited to): oxidising agents; corrosive and toxic materials; pyrotechnics; compressed gases; and volatile fuels.
- 11.2. If such materials are required for the delivery of the Works, then the Supplier shall notify the Company, submit an event-specific risk assessment and take all necessary precautions to protect Staff and sub-contractors, other persons and the environment. The Supplier shall also provide relevant training to all

personnel including handling the material(s), PPE, spillage and clean-up equipment.

12. HOUSEKEEPING

- 12.1. The Supplier shall ensure that its Staff and sub-contractors keep the event site in a safe condition, free from hazards and that all work areas on the site are organised so as not to create a risk to people or the environment. This shall include the avoidance of trip hazards, unprotected edges, low-hanging hazards etc.
- 12.2. The Supplier shall ensure that its Staff and sub-contractors remove all waste materials and packaging from the site, and avoid the contamination of the site (in particular any watercourse) by litter, waste liquids or other materials – including food waste. Where such facilities exist, the Supplier should make use of on-site recycling arrangements, otherwise all waste arising from the Works must be removed from site by the Supplier.

13. FIRE SAFETY

- 13.1. The Supplier shall not bring to the event site any volatile fuels or other highly flammable materials without the express advance permission of the Company. If such materials are required, and agreed to by the Company, then the Supplier shall ensure that they are safely stored and handled.
- 13.2. The Supplier acknowledges that no petrol generators shall be permitted on the event site and shall not (and ensure that its Staff and sub-contractors do not) bring such generators on the site.
- 13.3. The Supplier shall ensure that no person or organisation working on its behalf (including Staff and sub-contractors) interferes or compromises any fire safety measure; this may include the blocking of egress routes, the disconnection of smoke detectors or emergency lighting or the blocking of firefighting equipment.
- 13.4. The Supplier shall not carry out any hot works (including welding and grinding) without the permission of the Company's event safety co-ordinator or the site manager, and only after suitable fire safety precautions are in place.
- 13.5. Any soft goods, material or tent membrane supplied by the Supplier shall be inherently flame retardant or durably treated to BS 5438: 1989 or other recognised standard. Certificates of compliance must be supplied on request.

PRE-EVENT FIRE SAFETY CHECKLIST

EVENT: _____

SAFETY OFFICER: _____

DATE: _____ **TIME:** _____

ITEM	ACCEPT	ACTION
Marquees (Where applicable)		
Fire certificates (to relevant BS/IS standard)		
Furnishing & fittings certificate (where applicable)		
Structural signoff certificate		
Exit widths are adequate size for capacity		
Emergency exit signage visible & working		
Escape Routes unobstructed		
Electrical Installations		
Installation certificate (ETCI)		
Generators (in public areas) fenced off		
Fire extinguishers at electrical points		
Cable runs (in public areas) covered for trip hazard prevention		
Gas/Catering		
Gas installation certificate from Gas Engineer		
Quantity of gas cylinders at unit is suitable		
Gas cylinders caged & secure		
Safety signage on cage		
First aid firefighting equipment		
Units with Gas 6m apart		
Non peripheral locations fenced at rear		
Stage (Main & Secondary)		
Stage coverings and side sheeting to relevant BS/IS Standard		
Drapes on Stage to relevant BS/IS Standard		
Min 2 exits remote from each other (if required)		
Exits clear and unobstructed		
Limited combustible materials under stage		
First aid firefighting equipment provided		
Security/Stewards		
Stewards trained in fire safety appointed		
Regular patrols/observations arranged		
(if tents/marquees)		
p.t.o.		

Site Overall		
No fuels stored in public accessible areas		
No gas cylinders stored in public accessible areas		
Access for fire appliances checked		
Emergency exits checked ongoing		
NOTES:		

Signed:

Print Name:

This checklist is NOT exhaustive and does not limit the extent of the duties of the Safety Officer.



LONGITUDE 2020

TERMS & CONDITIONS OF ENTRY

GENERAL-

- a) These Terms and conditions (T&Cs) incorporate, and should be read together with, any Vendor's and/or Agent's T&Cs or regulations, which you can obtain from the point of purchase from the Official Agent.
- b) Purchasing a ticket or accepting a guest ticket for this event constitutes your acceptance of these T&C's.
- c) Artists and billed attractions may be subject to change. The Promoters are not liable for the payment of any compensation or loss of money and/or expenses incurred.
- d) No trading or promotional activities allowed within the venue without the Promoters prior consent.
- e) Goods using unauthorised event logos and unauthorised professional recording equipment will be confiscated
- f) Do not buy tickets or goods from unlawful street traders/touts. There is no guarantee of the tickets' validity for entry unless purchased from official ticket agents for Event. Invalid tickets are non-refundable.
- g) You give your express consent to your actual/ simulated likeness to be included for no fee within any audio or visual recording to be used in any media for any purpose at any time. This includes CCTC and/or filming by An Garda Síochána or security staff which may be carried out for the security of customers and/or the prevention of crime.
- h) No unauthorised vehicles will be allowed on site.
- i) Food and drink will be available for purchase at the Event. A Challenge 21 policy will be in place for all alcohol sales on site.
- j) We are operating a no big bag policy at this Event and bags larger than A4 sized will not be permitted. There are no storage facilities on site and bags must not be left at entrances or surrounding areas. Any items left will be removed and disposed of accordingly.
- k) These T&C's are governed by Irish Law and any dispute arising out of or in connection with these T&C's shall be subject to the exclusive jurisdiction of the Irish courts.

REFUNDS -

- a) Refunds are only considered on major cancellation, material alteration or by special exception determined by the Promoter in its sole discretion.
- b) For the purposes of these T&Cs:
 - **'major cancellation'** is the cancellation of the Event in full (and not rescheduled). If only one or more days (but not all days) of the Event are cancelled, you may only be offered a proportionate partial refund;
 - **'material alteration'** is a change (other than a rescheduling) which, in the Promoters' opinion, makes the Event materially different to the Event that ticket purchasers, taken generally, could reasonably expect. In particular, please note that the following are not deemed to be 'material alterations': changes to the line-up of the Event; adverse weather conditions; changes to individual members of a band; curtailment of the Event where the majority of the Event is performed in full; and delays to starting the performance of an Event; and
 - **'special exception'** is an exception determined by the Promoter in its sole discretion.
- c) Refunds should be obtained from the point of purchase, no later than 3 months after the event.
- d) A minimum of the proportionate amount of the face value of the ticket will be refunded.
- e) Refunds of booking fees per ticket and/or per order fees are subject to the T&C's of the point of sale.

AGE POLICY -

- a) All under 16's must be accompanied by an adult ticket holder, (parent or guardian) who is over 18 years old. This adult must remain on site, throughout, as the under 16's guardian. No unaccompanied under 16's are allowed on site.
- b) We do not accept any parental or supervisory duty of care or liability for any under 18's on site.
- c) Please note that valid I.D. is required upon entry. You must be able to prove your age with valid identification if requested, failure to do so may result in being refused admission.
- d) Under 18s' are not permitted to bring or to purchase alcohol on site. A Challenge 21 Policy will be in place for all alcohol sales on site. It is illegal for a person over 18 to purchase alcohol on behalf of someone under 18.

TICKETS AND WRISTBANDS -

- a) It is prohibited to resell tickets for the Event, except where resold using the official resale platform of the official ticket agent you purchased your ticket from, in accordance with the relevant ticket agent's resale terms and conditions.
- b) Tickets/wristbands are non-transferable and only valid when purchased from official agents of the Promoter. Tickets/wristbands purchased from unauthorised sources will be rendered invalid and refused admission.
- c) There is no re-admission on a Day Ticket. Once on site you cannot leave and re-enter. You must retain your ticket on your person at all times during the Event.
- d) Tickets must be valid, presented in full, with stubs and not tampered with (in the event of accidental damage, refer to point of purchase prior to event).
- e) The Promoter will not issue duplicate tickets for lost or stolen tickets/wristbands.
- f) Tickets cannot be used as part of any marketing, media or sales promotion, without the prior written consent of the Promoter.
- g) If you have obtained this ticket in breach of these Terms and/or if you breach any of these Terms, the ticket will be void and all the rights conferred on you will be void. If you seek to gain entry with a void ticket, we reserve the right to refuse you entry or eject you from the event and you might be liable to legal action for trespassing. Void tickets are non-refundable.

- h) The ticket holder is responsible for their ticket prior to entering the event until it is exchanged for a wristband and then responsible for their wristband for the duration of the event.
- i) Tickets for this event have a unique barcode which will be scanned on entry and if found to be duplicated, either in error or for fraudulent gain, only the first instance of the ticket scanned will be admitted regardless of original ownership. Customers may be prosecuted if found to have deliberately duplicated and resold tickets for fraudulent gain.
- j) Weekend and two-day tickets must be exchanged for a wristband on first time entry at the wristband exchange.
- k) Wristbands are only valid for entry on the days specified and will not be replaced if removed before the end of the last day of the event.
- l) Wristbands are not transferable and cannot be used by different people on different days.
- m) All tickets and wristbands remain the property of the Promoter until 12:00 the day after the last day of the concert.
- n) Ticket holders should expect queues at the entry gate and should arrive with plenty of time in advance - no refunds will be given for acts missed.

SECURITY

- a) The Promoter reserves the right to evict a customer or refuse admission, without a refund. Please see the Eviction Policy on the event website.
- b) If you are perceived to be intoxicated, abusive or displaying threatening behaviour, you will be refused entry into the event, even if you hold a valid ticket/wristband.
- c) Admission is subject to search. You may be body and/or bag searched at the entrances, on the site or when leaving. Any person who refuses to be searched by a steward or other person acting on behalf of the Promoter will be refused admission or ejected from site.
- d) Any item(s) reasonably considered for use as a weapon, which may cause danger, offence or disruption to any other person, will be confiscated.
- e) Any person carrying illegal items or carrying out illegal activity will be given to the An Garda Síochána and refused entry.
- f) Anti-social behaviour may lead to eviction. Please act responsibly.

DAMAGE/LOSSES

- a) The Promoter is unable to accept any liability for personal or property damages, losses (including confiscations) or injuries sustained at this event - other than caused as a result of our negligence. Any personal property brought to the event is at your own risk.
- b) We may prosecute you if you cause damage to the site, the site infrastructure, or cause harm to any other person at the Event and/or site.

BANNED ITEMS

- a) **The following items may not be brought into the Event** – Bags larger than A4, aerosols over 250ml, airhorns, fireworks, flares, glass, illegal and/or unidentifiable substances, drugs, illegal items, laser equipment/pens, megaphones, smoke & gas canisters, sky or 'Chinese' lanterns, sound systems, drones, spray cans, unofficial tabards/high viz jackets, cans, umbrellas, generators and camping equipment. All banned items will be confiscated and won't be returned.
- b) No drink or alcohol can be brought into the event, with the exception of sealed soft drinks bottles (up to 500ml per person).
- c) Excessive amounts of cigarettes. Only bring enough for personal consumption and only up to a reasonable amount per person.
- d) Anyone resisting the confiscation of disallowed items or disregarding these conditions will face Eviction. Items that are surrendered or confiscated will not be returned.
- e) Unauthorised professional photography or use of professional recording equipment is prohibited and zoom lenses, audio visual or cinematographic devices will not be permitted on site.
- f) Empty plastic reusable bottles are permitted on site - please refill your empty bottles at the water points inside the arena for free.
- g) If you need to bring specific food, drink or medication due to a pre-existing medical condition, please bring supporting medical evidence.

HEALTH AND SAFETY

- a) You must comply with any and all instructions given to you by us and/or Event staff and stewards.
- b) Fires are not permitted anywhere onsite. Anyone involved with starting a fire or throwing anything onto a fire will be evicted from site.
- c) Smoking (including e - cigarettes) is not permitted in enclosed public spaces or buildings, including any tents, Arena big tops etc.
- d) Excessive exposure to loud music may cause damage to your hearing.
- e) Pyrotechnics, lasers, smoke machines, strobe lighting or other special effects may take place during some performances.
- f) The use of drones or similar equipment for any reason is strictly forbidden onsite.
- g) The Event is outdoors. You are strongly advised to bring appropriate clothing and footwear to protect against potential inclement weather.

HOUSEKEEPING

- a) Please respect the local residents and enter and leave the area as quietly as possible.
- b) Please use the bins and recycling points provided on and off site.
- c) No animals, other than guide or hearing dogs, are permitted on site.

INFORMATION & NOTIFICATION

- a) For ticketing enquiries please contact www.ticketmaster.ie.
- b) For disabled access ticketing enquiries please contact Ticketmaster on +353 (0) 818 903001 (Ireland/ Republic of Ireland), +353 (0) 333 321 9996 (Northern Ireland & UK) or +353 (0) 818 903001 (International)
- c) For disabled access enquiries please contact – access@festivalrepublic.com
- d) The event website is www.longitude.ie for further information.



MARLAY PARK CONCERTS 2020
TERMS & CONDITIONS OF ENTRY

GENERAL-

- a) These Terms and conditions (T&Cs) incorporate, and should be read together with, any Vendor's and/or Agent's T&Cs or regulations, which you can obtain from the point of purchase from the Official Agent.
- b) Purchasing a ticket or accepting a guest ticket for this event constitutes your acceptance of these T&C's.
- c) Artists and billed attractions may be subject to change. The Promoters are not liable for the payment of any compensation or loss of money and/or expenses incurred.
- d) No trading or promotional activities allowed within the venue without the Promoters prior consent.
- e) Goods using unauthorised event logos and unauthorised professional recording equipment will be confiscated.
- f) Do not buy tickets or goods from unlawful street traders/touts. There is no guarantee of the tickets' validity for entry unless purchased from official ticket agents for Event. Invalid tickets are non-refundable.
- g) You give your express consent to your actual/ simulated likeness to be included for no fee within any audio or visual recording to be used in any media for any purpose at any time. This includes CCTV and/or filming by An Garda Síochána or security staff which may be carried out for the security of customers and/or the prevention of crime.
- h) No unauthorised vehicles will be allowed on site.
- i) Food and drink will be available for purchase at the Event. A Challenge 21 policy will be in place for all alcohol sales on site.
- j) We are operating a no big bag policy at this Event and bags larger than A4 sized will not be permitted. There are no storage facilities on site and bags must not be left at entrances or surrounding areas. Any items left will be removed and disposed of accordingly.
- k) These T&C's are governed by Irish Law and any dispute arising out of or in connection with these T&C's shall be subject to the exclusive jurisdiction of the Irish courts.

REFUNDS -

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- b) For the purposes of these T&Cs:
 - **'major cancellation'** is the cancellation of the Event in full (and not rescheduled). If only one or more days (but not all days) of the Event are cancelled, you may only be offered a proportionate partial refund;
 - **'material alteration'** is a change (other than a rescheduling) which, in the Promoters' opinion, makes the Event materially different to the Event that ticket purchasers, taken generally, could reasonably expect. In particular, please note that the following are not deemed to be 'material alterations': changes to the line-up of the Event; adverse weather conditions; changes to individual members of a band; curtailment of the Event where the majority of the Event is performed in full; and delays to starting the performance of an Event; and
 - **'special exception'** is an exception determined by the Promoter in its sole discretion.
- c) Refunds should be obtained from the point of purchase, no later than 3 months after the event.
- d) A minimum of the proportionate amount of the face value of the ticket will be refunded.
- e) Refunds of booking fees per ticket and/or per order fees are subject to the T&C's of the point of sale.

AGE POLICY -

- a) Under 16's accompanied by an adult. No unaccompanied under 16's are allowed on site.
- b) Under 16's must be accompanied by a ticket holding adult, parent or guardian who is over 25 years old.
- c) Please note that valid I.D. is required upon entry. You must be able to prove your age with valid identification if requested, failure to do so may result in being refused admission.
- d) Food and Drink will be available for purchase at the Event. We will be operating the Challenge 21 Policy for all alcohol sales on site.
- e) It is illegal for a person over 18 to purchase alcohol on behalf of someone under 18.

TICKETS AND WRISTBANDS -

- a) It is prohibited to resell tickets for the Event, except where resold using the official resale platform of the official ticket agent you purchased your ticket from, in accordance with the relevant ticket agent's resale terms and conditions.
- b) Tickets are non-transferable and only valid when purchased from official agents of the Promoter. Tickets purchased from unauthorised sources will be rendered invalid and refused admission.
- c) There is no re-admission to this event. Once on site you cannot leave and re-enter. You must retain your ticket on your person at all times during the Event.
- d) Tickets must be valid, presented in full, with stubs and not tampered with (in the event of accidental damage, refer to point of purchase prior to event).
- e) The Promoter will not issue duplicate tickets for lost or stolen tickets.
- f) Tickets cannot be used as part of any marketing, media or sales promotion, without the prior written consent of the Promoter.
- g) If you have obtained this ticket in breach of these Terms and/or if you breach any of these Terms, the ticket will be void and all the rights conferred on you will be void. If you seek to gain entry with a void ticket, we reserve the right to refuse you entry or eject you from the event and you might be liable to legal action for trespassing. Void tickets are non-refundable.
- h) The ticket holder is responsible for their ticket prior to entering the event. Tickets must be retained at all times during the event.

- i) Tickets for this event have a unique barcode which will be scanned on entry and if found to be duplicated, either in error or for fraudulent gain, only the first instance of the ticket scanned will be admitted regardless of original ownership. Customers may be prosecuted if found to have deliberately duplicated and resold tickets for fraudulent gain.
- j) All tickets remain the property of the Promoter until 12:00 the day after the last day of the concert.

SECURITY

- a) The Promoter reserves the right to evict a customer or refuse admission, without a refund. Please see the Eviction Policy on the event website.
- b) If you are perceived to be intoxicated, abusive or displaying threatening behaviour, you will be refused entry into the event, even if you hold a valid ticket/wristband.
- c) Admission is subject to search. You may be body and/or bag searched at the entrances, on the site or when leaving. Any person who refuses to be searched by a steward or other person acting on behalf of the Promoter will be refused admission or ejected from site.
- d) Any item(s) reasonably considered for use as a weapon, which may cause danger, offence or disruption to any other person, will be confiscated.
- e) Any person carrying illegal items or carrying out illegal activity will be given to the An Garda Síochána and refused entry.
- f) Anti-social behaviour may lead to Eviction. Please act responsibly.

DAMAGE/LOSSES

- a) The Promoter is unable to accept any liability for personal or property damages, losses (including confiscations) or injuries sustained at this event - other than caused as a result of our negligence. Any personal property brought to the event is at your own risk.
- b) We may prosecute you if you cause damage to the Venue, the venue's infrastructure, or cause harm to any other person at the Event and/or Venue.

BANNED ITEMS

- a) **The following items may not be brought into the Event** – Bags larger than A4, aerosols over 250ml, airhorns, fireworks, flares, glass, illegal and/or unidentifiable substances, drugs, illegal items, laser equipment/pens, megaphones, smoke & gas canisters, sky or 'Chinese' lanterns, sound systems, drones, spray cans, unofficial tabards/high viz jackets, cans, umbrellas, generators and camping equipment. All banned items will be confiscated and won't be returned.
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- e) Unauthorised professional photography or use of professional recording equipment is prohibited and zoom lenses, audio visual or cinematographic devices will not be permitted on site.
- f) Empty plastic reusable bottles are permitted on site - please refill your empty bottles at the water points inside the arena for free.
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- d) Excessive exposure to loud music may cause damage to your hearing.
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- c) For disabled access enquiries please contact – access@festivalrepublic.com



SANITATION AND WASTE MANAGEMENT STRATEGY

SANITATION

Guidance is taken from Chapter 20 of the Code of Practice for Safety at Outdoor Pop Concerts and Other Musical Events, 1996 in the provision of all sanitary facilities at Marlay Park Concerts and Longitude 2020. The minimum sanitary accommodation requirements detailed below have been based on an assumed capacity of 40,000 attendees. This specification can be altered in line with ticket sales and forecasted attendance.

SANITARY ACCOMMODATION AND WASHING FACILITIES

The requirements for toilets have been calculated as follows:

Event Maximum Attendance	40,000
Ratio of male: female	1:1
Male 50%	20,000
Female 50%	20,000

Based on the guidance the number of public toilets provided on-site in both the arena will be in excess of the following-

Female	1 toilet per 100 females =	200 toilet units
Male	1 toilet per 500 males =	40 toilet units
	1 urinal per 125 males =	160 urinals

All toilet blocks will be separated for male and female use and the locations of the toilet blocks will be shown on the site plan. The toilet blocks will be situated carefully to ensure good access for servicing vehicles.

There will also be Accessible toilets strategically placed around site, typically at each toilet block and at the accessible viewing platform.

Sanitary Facilities for Staff

Additional toilet facilities will be provided in the following areas:

- Production and Backstage areas
- Onsite traders will have access to designated toilets blocks

Hand Sanitizer Stations

We will install sanitizer stations at each of the toilet blocks. The sanitizer units throughout the site will be refilled regularly.

Provision of Sanitary Facilities

It is intended that the servicing of the tanks is carried out by A-Space and the cleaning of the toilets and the replacement of consumables will be carried out by the appointed cleaning contractor for the arena, guest, production and crew toilets.

MANAGEMENT AND SERVICING OF FACILITIES

The sanitary contractors will be sent a copy of our Health and Safety Terms and Conditions and Pre-Qualification Questionnaire to complete in addition to providing details of their own Health and Safety Policy, Risk Assessment, control of hazardous substances and insurance.

It is our intention that the polyjohn toilets and urinals will be maintained and serviced throughout the event on a continuous rolling basis.

All toilet blocks in the arena will receive a surface service (replenishing consumables etc), with a full suck as required. It is imperative that a high standard of cleanliness, servicing and replenishment of consumables is maintained throughout the event.

We will require an overall Supervisor from the contractor who will be expected to oversee the servicing and cleanliness of all of the toilet blocks onsite. This supervisor will be provided with one of the site radios.

NOMINATED PERSONNEL TO BE RESPONSIBLE FOR MONITORING THROUGHOUT EVENT

In addition, monitoring, of the standards of the servicing and cleanliness will also be carried out by the Event Controller/Deputy, Site Manager, Event Safety Co-Ordinator, Zone Managers and Area Co-Ordinators.

WASTE MANAGEMENT

OBJECTIVES

Festival Republic endeavours to deliver festivals and events with the least amount of environmental impact as possible. Our commitment to the reduction of waste and increase in reuse and recycling is a priority to us and we encourage our audience, staff and contractors to act in an environmentally aware manner and engage with the sustainability initiatives.

WASTE MANAGEMENT CONTRACTOR

Festival Republic will ensure that a competent and experienced contractor is appointed to carry out the Waste Management. They will take responsibility for waste management and clean-up, before during and after the event. Festival Republic is committed to enhancing the environment through our operations wherever possible and minimising any negative impact.

WASTE MANAGEMENT PLAN

The plan provides management of the risks associated with waste accumulation, collection and final disposal with the aim of ensuring;

- that waste does not affect the use of the site before or during the show by blocking emergency access routes or hampering with movement around site, or marring customers enjoyment at the events.
- that waste does not build up causing fire or trip hazards to staff and attendees and does not attract insects or vermin.
- that the contractor is briefed that waste should be collected and removed from the site in all weather conditions.
- that the site is returned to its previous condition as quickly as possible.

Festival Republic adheres to the EU Waste Framework Directive and is committed to reducing waste, increasing reuse and recycling. It is our priority that we increase reuse, recycling and compost targets and we encourage our audience, staff and contractors to engage with the sustainability initiatives that we are running during the festival.

WASTE MANAGEMENT

Within the event site will be:

- Main Stage
- Food Trader units
- Merchandise tents
- Toilet blocks
- Bars
- Car Parks

There will also be:

- Production area (offices, and toilets)
- Dressing room area (crew dining tent, dressing rooms, toilets)

WASTE STREAMS & BIN PLACEMENT

- Waste types entering the site will be tightly controlled at the Entrance point. Spectators will be limited to entering the arena with a 500ml plastic soft drinks bottle or reusable bottle; all other food or drinks are to be placed into the confiscation bins, prior to entering the arena.
- Festival Republic has limited traders on acceptable packaging used. Strictly no glass bottles/glasses will be allowed, all cups, food containers, napkins etc are compostable, along with food waste. Traders will dispose of waste generated into 3 bins (recyclables, residual & compostable waste streams). Traders' bins will be positioned behind each trader's unit, and serviced throughout the event by the allocated waste teams.
- Bins are to be placed in public areas around the food concessions, and other locations such as public toilets and bars.

Cleansing will take place throughout the event where this is possible. During the event this will take the form of litter picking of discarded waste which will be placed into sacks. Once full our cleaners will carry these bags to the waste compound.

Cleansing of the Production & facilities areas will also take place throughout the event as necessary.

Clinical & other Waste Streams

Body spillage kits and clinical waste containers will be positioned outside First Aid stations.

SUSTAINABILITY INITIATIVES

There are several sustainability initiatives that will be applied at this event.

Pre-Event Communication

We will encourage attendees and staff to limit the amount they bring to the festival and provide information on waste management onsite.

Three Bin System

We will encourage recycling and composting by providing a minimum of three-bin stations throughout the event. These are clearly labelled recycling (paper, cans and plastic bottles), compostable (paper plates, wooden cutlery and food scraps), and general waste (crisp packets, plastic straws, wet wipes etc.). The bin stations are monitored by staff to provide guidance to the attendees on what bin to use to prevent contamination. Additional bins will be added where required if specific waste streams are identified.

Pit Cups

Paper receptacles will be used to distribute water in the pit area.

Drinking Water Points

There are drinking water points located at each toilet block. Attendees are permitted to bring a reusable bottle <500ml to the event. Drinking water points are also available in back of house and staff onsite are encouraged to bring reusable bottles.

Food Traders and Caterers

We operate very strict packaging protocols with traders & caterers and ask them to only use compostable food packaging. We also provide food waste bins for their own use back of house.

STEPS TO REMOVE LITTER THROUGHOUT THE EVENT

Dedicated staff will operate throughout the site ensuring litter build up at the arena entrance and exit is maintained at a safe level for the patrons and focused on the servicing of the bins and removal of waste to

dedicated compounds. Litter picking will be carried out continuously throughout the duration of the event. All waste removed from site will be taken to an approved facility.

CATERERS, FOOD CONCESSIONS AND BARS

Festival Republic has limited traders on acceptable packaging.

- Strictly no glass bottles/glasses are allowed, disposable plastic food containers and utensils are prohibited. All cups, food containers, napkins etc. must be compostable. We do not allow bioplastic serve ware or straws as it contaminates the pre-determined waste streams.
- Traders will dispose of waste generated into three bins (mixed recycling, compostable & general waste). Traders' bins will be positioned behind the trader's unit and serviced throughout the event by the appointed waste management contractor.
- 1100l bins for mixed recycling & general waste are to be provided to all bars and concession stands, 240l bins are provided where lack of space dictates smaller bins.
- 240l food waste bins are provided to all concessions stands selling food
- the onsite crew caterers are to be provided with 1100l or skips for food waste as appropriate to the quantities.
- Sufficient colour coded sacks for recycling and food waste are to be provided by the waste contractor to the traders to allow them to separate their waste.

STEPS TO PREVENT LITTER FROM BEING DROPPED OFFSITE

No authorised flyers or leaflets will be distributed in connection with the festival in the local area.

NOMINATED PERSONNEL TO BE RESPONSIBLE FOR MONITORING THROUGHOUT THE EVENT

The waste management contractor will be monitored by the Production/Licensing Coordinator or another senior member of staff.

DRAFT NOISE MANAGEMENT PLAN

NOISE MONITORING

An independent qualified sound management consultant will be appointed to be on site throughout the hours of entertainment and for the sound propagation tests before the music on the stage starts. The appointed noise control consultant shall monitor noise levels to ensure noise levels are not exceeded.

We will ensure compliance with the MNL (music noise level) level agreed through consultation with Dún Laoghaire Rathdown County Council.

During the event the following will take place –

- Identification of points of control
- Identification of monitoring locations
- Verification of performance systems
- Briefing of sound personnel
- Self-monitoring by operators
- Professional monitoring by the sound management consultant
- Records kept of all noise measurements
- A log made of any complaints
- Procedures for excessive noise
- On-going communications with sound operators

Throughout the Marlay Park Concerts & Longitude Festival, the event Sound Consultant will liaise with officers of Dún Laoghaire Rathdown County Council as required, the Event Controller/Deputy, the sound system companies and other persons as necessary to carry out their sound control duties.

The functions that will be carried out at the stages by the sound consultant are as follows;

- Check sound level at mixer position (LAeq,1 minute).
- The consultant will provide the sound level meter, and carry out all calibration checks, orientation etc.
- If necessary arrange for sound output from the stage to be reduced
- Identify and manage the sound for forthcoming potentially loud bands

EVALUATION

A report including noise monitoring results carried out for the event in relation to the same, will be completed. The Environmental Health Officer from the Local Authority shall have access to the results of the monitoring at any time and a copy of these shall be forwarded to them within 3 working days after the event.



OPERATIONAL MANAGEMENT PLAN

KEY RESPONSIBILITIES

Event Controller

The following identifies some of the responsibilities of the Event Controller / Deputy: -

- Having overall responsibility for the management of the event and ensuring that the event is carried out in a safe and efficient manner;
- Being involved in the planning meetings with relevant statutory agencies i.e. Local Authority, An Garda Síochána, and HSE etc;
- Ensuring the provision of adequate personnel for the event including stewarding, first-aid and medical staff; conducting a post event meeting and preparing a debrief report.

Event Safety Co-ordinator

The “Event Safety Officer” will be known as the “Event Safety Co-ordinator” throughout these plans. The following identifies some of the responsibilities of the Event Safety Co-ordinator/Deputy Event Safety Co-ordinator: -

- Act as co-ordinator on behalf of the Promoter, Event Controller/Deputies and should report directly to the Event Controller/Deputy;
- Should be involved in the planning arrangements to ensure that activities are carried out in accordance with the agreed specification;
- Co-ordinating and checking the collection of health and safety information prior to and during the event, including method statements, risk assessments and completion certificates.
- Co-ordinating on-site inductions and onsite liaison with contractors;
- Evaluate the efficiency of structural and safety arrangements during the event;
- Ensuring that the safety details and conditions agreed for the holding of the event are implemented;
- Act as co-ordinator of technical aspects of the arrangements insofar as they impinge on safety matters;
- To oversee the work of the onsite fire safety coordinator; pay particular attention to the pit area immediately in front of the stage;
- Monitor first-aid and rescue tactics for distressed patrons;
- Take any necessary action to alleviate any perceived risks;
- Assisting the Event Controller/Deputy in co-ordinating safety in response to an emergency or major incident.
- Advise and assist with crowd management and public safety issues.

Event Manager

- The planning and delivery of the festival via the Production / Licensing Co-ordinator / Site Manager and contractors.
- To ensure that the site is organised, built and managed with the minimum of risk to festival goers after the proper assessment of all factors.

Licensing Co-ordinator

- The submission of information to the relevant agencies
- Acting as liaison between the Marlay Park Concerts, Longitude and Local Authority/ Emergency Services
- Compliance with licence conditions

Security Co-ordinator

- To oversee and co-ordinate the security of offsite, site perimeter, site arena, stage and bar security operations
- To liaise with An Garda Síochána in the case of any crime investigation and to co-ordinate assistance in any crime investigation via onsite staff.

Site Manager

- To be responsible for overseeing site preparation prior to event, including the erection of all structures.
- To ensure that the site is organised so that work is carried out with the minimum risk after proper assessment of all factors

Medical Co-ordinator

- The delivery of the Medical Management Plan and the management of the onsite medical response for festival goers and staff

Zone Managers

- To oversee and manage their area, including all staff, acting as a point of contact for festival goers and monitoring standards and issues in their area

Trader Manager

- Co-ordinating all trading activity including layout, position, compliance with licence conditions, trader health and safety, control of trader vehicle movement

STAFF LIST***Subject to change**

Any revisions to the below will be circulated to statutory agencies prior to the event along with contact details for key personnel.

ROLE	MARLAY PARK CONCERTS	LONGITUDE FESTIVAL
Event Controller	Luke Cowdell	Ian Donaldson
Deputy Event Controller	Dave Steele, Ange Goliger	Dave Steele, Ange Goliger
Event Manager	Ange Goliger	Ange Goliger
Event Safety Co-ordinator	David Slattery	David Slattery
Licensing Co-ordinator	Pascale Miller	Pascale Miller
Security Co-ordinator	Colin Brown	Peter Nicholson, Colin Brown
Deputy Security Co-ordinator		Liam Hogan
Site Manager	Frank McDaid	Frank McDaid
Medical Co-ordinator	Code Blue - TBC	Code Blue - TBC
Site Medical Officer	Code Blue - TBC	Code Blue - TBC
Security Contractors	Specialized Organisation	Specialized Organisation
	Eventsec	Eventsec
	One Plus Security	One Plus Security
	Pulse Security	Pulse Security

TRAFFIC MANAGEMENT

DRAFT TRAFFIC MANAGEMENT PLAN (TMP)

The Draft Traffic Management Plan (TMP) below has been drawn up for Marlay Park Concerts and Longitude 2020. This draft is to be agreed following consultation with the relevant Statutory Agencies.

The main focus of the Draft TMP is to ensure that concert attendees can access the site as quickly and safely as possible in relation to regular road users whilst maintaining Emergency Services and production access to the event. We will actively encourage use of and promote public transport as the preferred mode of travel to and from the site. Attendees will be advised to use public transport as there is limited parking at the venue.

PUBLIC CAR PARKING

All public and private vehicles travelling to the event will be directed to the only parking facility at the concert site which is situated at College Road. No car parking will be permitted along the Grange Road, Whitechurch Road, Taylor's Lane, College Road, Stonemason's Way and in local residential areas.

Measures will be put in place to prevent illegal parking on the surrounding roads, including issuing vehicle passes to residents, and, implementing a robust security, stewarding and barrier plan.

The entrance into the public car parks will be via College Road only. The advertised opening time for car parks will be 1 hour prior to the gate opening time. A parking stewarding company will be employed to direct and manage onsite parking. There will be no charge applied for concert attendees parking at the concert. A 'Car Park Controller' will be appointed for car park.

It is anticipated that the two main routes for people driving to the event are likely to be from the direction of Dublin City Centre or via the M50. Drivers will be encouraged to travel to the College Road Car Park via the M50 motorway Junction 12.

Traffic travelling via Ranelagh, Clonskeagh, Goatstown, and Sandyford will be directed to Grange Road and then onto College Road for the car park via, Taylor's Lane and Whitechurch road.

Traffic travelling from the M50 will be advised to exit the M50 at Junction 12 interchange, signposted R823 Ballyboden, and then onto Scholarstown Road. Traffic will then continue onto Taylor's Lane, turn right onto Whitechurch Road and then left onto College Road. Entrance to the car parks is off College Road.

We are exploring additional car parking options, which could be utilized for concerts where a higher number of cars are anticipated. This may include the use of existing public car parks, park and ride linking in with public transport and/or concert shuttles, and offsite parking locations. Details will be included in the final event management plan and will be agreed in consultation with An Garda Síochána and Dún Laoghaire-Rathdown County Council.

DISABLED ACCESS PARKING

Disabled attendees will be directed to park in the car park off College Road, and priority parking will be provided.

PRIVATE COACHES

A free parking facility will be provided in the College Road Car Park for private hire coaches travelling to the event, following consultation with Dún Laoghaire Rathdown County Council and other Statutory Agencies.

As in previous events, the coach park will have the below in place:

- enhanced lighting,
- dedicated area manager
- improved access and egress for coaches.

Liaison with coach operators will take place in advance of the shows to try and determine coach numbers and approximate site arrival times.

Routing for Coaches from the M50 – exit the M50 at Junction 13 interchange (Dundrum). Follow Brehonfield Road - R133 in the direction of Rathfarnham. Turn left at Ballinteer St John's GAA Club onto R822 (signposted Ticknock). Turn right at the traffic lights (at Taylor's Three Rock Pub) onto College Road (R113). The entrance to the car parks is off College Road.

The above recommended route will be advertised via social media, customer mail out and using the coach/bus operator's database.

CONCERT SHUTTLE BUSES

Marathon Coaches will operate a designated return concert shuttle service from Custom House Quay in the City Centre to the concert site. The drop-off and pick-up locations onsite will be in the car park accessed via College Road. Attendees will be advised to pre-book this service.

LUAS

A shuttle service will run from Dundrum to Stonemason's Way. Following the Concerts, the shuttle service will run from Stonemason's Way to Dundrum.

Alternatively, Balally Luas station is approximately a 35 minutes' walk from Marlay Park.

TAXIS

It is intended that a taxi pick up / drop off and temporary rank will be in place for the festival.

DUBLIN BUS

The following Dublin Bus routes can be used to access Marlay Park. Customers will be advised to check timetables in advance of the concerts as these services won't be operating at the end of the concert. The below routes stop on the Grange Road.

Route 16 – Dublin Airport to Ballinteer (Kingston)

Route 116 – Parnell Square to Whitechurch

Route 14* - Beaumont to Dundrum Luas Station

*Route stops at Ballinteer Shopping Centre which is 15 minutes' walking distance of Marlay Park.

GO AHEAD IRELAND

The following Go Ahead routes can be used to access Marlay Park. Customers will be advised to check timetables in advance of the concerts as these services won't be operating at the end of the concert.. The below routes stop on the Grange Road.

Route 161 - Dundrum Road Luas to Rockbrook

Route 175 – Citywest to UCD

Route 75/75a* - The Square Tallaght / Dún Laoghaire to Ballinteer Shopping Centre

*Route stops at Ballinteer Shopping Centre which is 15 minutes' walking distance of Marlay Park.

ACCESS AND EGRESS

An appropriate signage, stewarding, and lighting plan will be in place to aide attendees when accessing and egressing the event.

The heaviest volume of vehicular traffic is expected at the conclusion of the event. In the interests of public safety, the following road closures shall come into effect. Road closures do not apply to responding Emergency Service vehicles and An Garda Síochána will facilitate safe access to these vehicles at all times. The times specified below are provided as a guideline only and are subject to change in the interest of public safety:

- At 22:00 Taylor's Lane from the junction with Grange Road to its junction with Whitechurch Road shall be closed. Traffic turning right off the Grange Road onto Taylor's Lane shall make their way down Taylor's lane on the opposite side of the road towards Whitechurch Road in a contra flow system. This is to facilitate the stacking of a bus fleet at the Grange Golf Club. No vehicular traffic will be permitted up Taylor's Lane towards Grange Road and shall be diverted left onto Whitechurch Road towards Willbrook Road/Ballyboden Road.
- At 22:15 Stonemason's Way from the junction with the Grange Road to its junction with Broadford Road roundabout shall be closed to facilitate a large footfall of people.
- At 22:15 Grange Road from the junction with Taylor's Lane to Ballinteer Av / Brehonfield Rd junction shall be closed. No vehicles will be permitted to exit any of the housing estates on the Grange Road or from the Lidl car park. All traffic travelling from the College Road shall be directed onto the Grange Road then onto Brehon Field Road and towards the M50 motorway.
- At 22:15 College Road from the junction with Whitechurch Road to the junction with Grange Road will be closed. This is to facilitate the egress of vehicles from the College Road car park. No vehicular traffic will be allowed on College Road. Traffic from Tibradden/Kilmashogue will be diverted down Whitechurch Road and onwards.
- At 22:15 Grange Road from Sarah Curran Avenue to Taylor's Lane shall be closed. No vehicles, with the exception of residents accessing estates, will be permitted.

There shall be two lanes of traffic leaving the College Road Car Park

- All traffic leaving via the left-hand lane shall be directed left onto College Road then either straight onto Harold's Grange Road towards Junction 14 of the M50 motorway or left onto Grange Road and on toward Junction 13 of the M50 motorway.
- All traffic leaving via the right-hand lane shall be directed towards the Whitechurch Road and onwards to the M50 Junction 12.

SIGNAGE

Vehicular and pedestrian routes to and from the festival will be well sign posted using directional signage on local approach and selected roads to the concert site. Directional signage will remain in place until the event is over. In addition to directional signage variable message signs (VMS) will be used at key junctions and thoroughfares. All signage will comply with the signage layout requirements as determined by relevant guidance and regulations.

A schedule of signage including advanced warning signs, VMS, and, vehicular and pedestrian directional signs will be produced in consultation with the relevant Statutory Agencies.

MARLAY PARK CONCERTS AND LONGITUDE 2020

WATER SAFETY PLAN

WATER CONTRACTOR

A competent and experienced contractor will be appointed as the onsite water contractor for Marlay Park Concerts and Longitude 2020.

A Water Supply Manual (plumbers manual) will form part of the contract between us and the provider. This manual will outline the minimum standards and procedures that we require during the installation and maintenance of the water system. This manual is available on request.

WATER DISTRIBUTION NETWORK

The infrastructure and management of the water supply including water storage tanks will be installed, maintained and managed in accordance with the Water Supply Manual. The manual is designed to ensure that the water supply is wholesome and the hygiene of the distribution network is maintained for the period of supply.

There will be a minimum of 1 drinking water tap per 1000 people onsite, as per the Code of Practice for Safety at Outdoor Pop Concerts and Other Musical Events, 1996. Therefore at least 30 drinking water taps will be provided. The public water points are located in close proximity to the toilet blocks, as drawn on the site plan.

Designated water points will also be provided for use by traders. These will have non-return valves.

Water Storage Capacity on Site (Emergency Back Up)

There will be one 1,000L storage tank, and one 25,000L storage tank located onsite. The 1,000L storage tank will be located behind crew catering, and the 25,000L storage tank will be located in the Production area Stage Left of the Main Stage. These tanks are used throughout the show and are continuously refilled. They are connected to the mains water supply, using the water hydrants onsite and are filled using a ball cock system. These tanks, pipe work and connections will all be super chlorinated and flushed prior to use.

Contingency Water Plan

In the event that the mains water supply becomes contaminated, the use of that source will be suspended and the contingency supply implemented. The contractor will have a 25,000L potable water tanker on standby. The filling location will be nominated following consultation with Dun Laoghaire-Rathdown County Council and Irish Water and will be verified as potable prior to use.

In addition to the tanker noted above, Newsrail Ltd, our onsite concessions management company, will have access to additional supplies of bottled water.

WATER SOURCES

The water supply will come from the Main public water supply via the fire hydrants. There will be a number of distribution systems feeding off these. A water distribution map will be drawn up prior to the event.

Non-return valves will also be fitted where any connections are made. Non-return valves will be fitted to all tap locations as shown in the water supply manual.

STERILISATION, CLEANING AND INSTALLATION

Superchlorination

This will be carried out in accordance with procedures outlined in the Festival Republic water supply installation manual to ensure that contact times between chlorinated water and infrastructure surfaces are not less than those outlined. Superchlorination of the system will take place and the system will be flushed prior to use. A log of this will be recorded at Appendix B.

Installation and connection of water points and water system

All taps will be fit for purpose. 6 separate contingency taps will be superchlorinated and kept in sealed sterile bags. Should a failure result be received from a tap, this will be swapped over by the water contractor for a contingency tap.

Stagnancy

To prevent stagnancy in the system during the build and prior to the full system being used trickle drains will be implemented at appropriate points to ensure satisfactory flow around the system. This measure should also prevent water temperatures increasing unacceptably. This will be closely managed to reduce water wastage, so far as reasonably practicable.

MAINTENANCE OF WATER POINTS

Monitoring

For the duration of the event, whilst the public have access to the water points, the system will be monitored by both the water contractor and 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 the Event Safety Team will check that the water points are functional and will check for leaks, dirty sinks, ground conditions, dirty taps etc.

Maintenance and remedial works

The maintenance of the system and any remedial works taken will be logged by the water contractor. Any serious incidents such as a serious leak would be passed to Event Control immediately and the incident would be logged.

WATER SAMPLING PROCEDURES

The sampling technique will be as follows:

Prior to sampling the bottles shall be pre-labelled to identify the sample point and with space to fill in the time the sample was taken.

The sampler will ensure that the best possible disinfection of the sample point is achieved having regard to the high transient use of tap nozzles on tap boards and the greater potential for environmental contamination. A chlorine-based disinfection method will be used for tap sterilisation. The chlorine solution shall be a 10000mg/ or 1% (w/v) chlorine solution applied using a spray bottle and /or angled nozzle wash bottle to ensure that the chlorine solution is applied to external and internal tap surfaces.

The application bottles containing the chlorine solution should be labelled 'chlorine solution' giving the dilution, stating the date of preparation and include an appropriate warning label.

WARNING: The chlorine solution used in this procedure is corrosive and should be handled with care and stored appropriately when transporting. Both gloves and eye protection should be worn when handling this solution. If the solution comes into contact with skin or clothing, the area should be immediately washed with copious amounts of water.

Run the tap for 30 seconds.

Clean the outside of the tap and as much of the nozzle as possible to remove any deposits of grease or dirt, with an alcohol wipe or paper towel moistened with 1% (w/v) or 10000mg/l chlorine solution or other approved anti-bacterial wipes. Where the tap has an open nozzle (no nozzle filter gauze) additional cleaning can be achieved with a clean pipe cleaner style brush which can be used to clean up the nozzle to remove debris

Run the Tap for 90 Seconds

Using the bottle containing chlorine, spray the outside of the tap and inject the inside of the tap spout (Tap nozzles on tap boards should be comprehensively sprayed to ensure that the solution gets inside the outer metal sheath). The sampler should then **wait for approximately 2 minutes** to allow enough contact time for the chlorine to work.

Run for a further 120 seconds.

The sampler must ensure that when the lid is removed from the sample bottle the lid is kept with the internal thread facing down to minimise environmental contamination of the sample. The bottle lid shall be kept in the hand and should not be placed on the floor or other non-sterile surface such as tap boards where environmental contamination is possible. The sample should be taken from a uniform flow rate of water from the tap ensuring that an air gap is left in the bottle and the lid replaced as soon the sample is taken.

The sample bottle will be placed into the clean sterilised cool box immediately. During sampling care should be taken to ensure that dirt and environmental contamination does not get into the cool box.

It is important to ensure that the sampling bottles are kept in the cool box with the lid on until it is needed for filling. The cool box must be taken to the sample point. The lid should be removed to take the bottle out when required and immediately replaced. Following bottle filling the bottle should be replaced in the cool box immediately.

If a bottle is dropped or accidentally contaminated it should be discarded and a replacement bottle used. If a sealed bottle is dropped and cleaned it should be noted in the log.

When the samples have been taken they will be taken directly to the lab with the filled in sample submission sheet. Samples should be transported in the cool boxes with ice packs to keep the temperature low will be driven immediately to the laboratory for testing.

The Water Tests and Results

The samples taken will be tested for the following

- E. Coli / total coliforms
- Enterococci

SAMPLING

Sampling of sources

Sampling has been carried out of the water from the water mains to confirm that the water from that source is wholesome at delivery. These samples will be taken at least 14 days before the first event. In addition, we will also take 2 samples from the system on Friday 19th June and Monday 22nd June 2020. The frequency of sampling would be increased if an unsatisfactory result is received.

Sampling of drinking water points and distribution system

Water samples will be collected once the water distribution system has been flushed. This will be a representative set of results covering the site, to demonstrate that wholesome water is being supplied at the point of use

Chlorine Testing

Chlorine samples will be taken throughout the day, at the point of use locations around the site to indicate that chlorine is reaching all areas of the site.

The water contractor will be doing the chlorine testing as part of the management of the system. The results will be logged.

Actionable Chlorine Readings

Actionable chlorine readings would be below 0.2 parts per million or above 1 part per million at the end user point at which point the chlorine dose would be upped or reduced respectively. The aim is for 0.5 parts per million and the Event Control will be alerted if readings are between 0 and 0.3 parts per million or above 1.0 parts per million. Chlorine results that are recorded at actionable levels will be communicated immediately.

If the chlorine levels need to be upped or reduced this would be done immediately. Tests would then be retaken at the sites where the previous readings had been actionable.

Chlorine Sample Log

A Chlorine Sample Log will be maintained by the water contractor. Any actions taken due to the results of chlorine sampling shall also be noted in the water log. The Chlorine test logs will be submitted following the event and 24 hours prior to the event.

APPENDIX A - CHLORINE TEST LOG

Date _____

Taken by _____

Sample Location	Site Map Grid Reference	Date & Time	Notes	Target result (mg/l) Aiming for 0.5 (mg/l)
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1
				0.2 – 1

NOTE: *WE ARE AIMING FOR AT LEAST 0.5 PARTS PER MILLION. ANY TESTS RESULTS OF 0 – 0.3 OR GREATER THAN 1 MUST BE REPORTED IMMEDIATELY**

NB: this is sheet is an example sheet for use on site. Alternative record sheets are acceptable providing the required information is recorded.

APPENDIX B - CHLORINATION LOG

Date / Time	Location of chlorination	Notes

APPENDIX C - GUIDE TO BACTERIAL RESULTS

Bacterial Indicator parameters	Sample Results	Action to be taken
<i>Escherichia coli</i> (E. coli)	>0	<p>Immediate investigation and contingency action based on results of all samples. Local Authority to be informed of investigation and incident logged in the Water Safety Log (WSL).</p> <p>Supply should be restricted at affected locations if contamination of the water supply is suspected.</p>
Enterococci	>0	<p>Immediate investigation and contingency action based on results of all samples. Local Authority to be informed of investigation and incident logged in the WSL.</p> <p>Supply should be restricted at affected locations if contamination of the water supply is suspected.</p>
Total Coliforms (T. Coli)	1-20	No significant health risk. Likely to be sample contamination. Inform samplers and remind them of sample procedure in WSP. If multiple supply points show results in this range, the water contractor and the Event Organiser will decide whether further investigation is necessary.
Total Coliforms (T. Coli)	20-100	No significant health risk. Disinfect location, inspect distribution route to supply point check chlorine levels at point of distribution, Actions taken where identified as necessary. Actions to be logged In the WSL
Total Coliforms (T. Coli)	>100	<p>Investigation into potential causes carried out. Supply point deep cleansed and disinfected. Distribution route to the supply points inspected. Chlorine levels checked and adjusted where necessary, actions decided based on results of all samples. Local Authority notified and actions recorded in the WSL</p> <p>If the water contractor and the Event Organiser are satisfied the supply is not a risk to health it shall remain in use following cleaning.</p>

MARLAY PARK OFFSITE STEWARDING PLAN

This is a working document and as such will continue to be developed, through consultation with the Statutory Agencies and Residents Associations.

WHITECHURCH / TAYLORS LANE

Stewarding Positions:



1. Whitechurch/ Taylor's Lane

- To deter unauthorised parking and buses/coaches dropping off
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

PARK AVENUE

Stewarding Positions:



2. Park Avenue

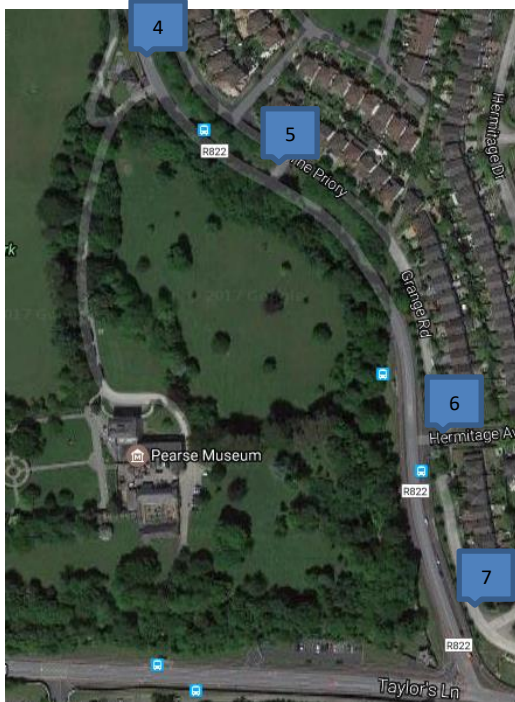
- To deter unauthorised parking and buses/coaches dropping off
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

3. Park Avenue / Priory Walkways

- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour and littering
- Advise Event Control of any incident

THE PRIORY & HERMITAGE ESTATE

Stewarding Positions:



Hermitage Alley Way



Briefing notes:

4. The Priory Vehicle Entrance 1

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

5. The Priory Vehicle Entrance 2

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

6. Hermitage Av

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Restrict so far as reasonably possible pedestrian access to residents only
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour

- Advise Event Control of any incidents
7. Hermitage Walkway / Grange Road
- Provide directional information to concert attendees.
 - Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour and littering
 - Advise Event Control of any incidents

EDEN ESTATE

Stewarding Positions:-



Briefing Notes:

8. Eden Estate Entrance

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Restrict so far as reasonably possible pedestrian access to residents only
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

MARLAY GRANGE

Stewarding Positions:-

Marley Grange Main Entrance



Briefing Notes:

9. Marley Grange Main Entrance

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Restrict so far as reasonably possible pedestrian access to residents only
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

Additional Notes:

Patrol teams to include Marley Lawn and walkway from Llewellyn and Nuns walk on their routes.

MARLEY COURT

Stewarding Positions:



Briefing Notes:

10. Grange Manor Road (Barton Road Entrance)

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian access to residents only
- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

11. Marley Av Field Pedestrian Entrance (Opposite Loreto Park)

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

12. Marley Ct North

- Provide directional information to concert attendees.

- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian and vehicular access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

13. Barton Rd Roundabout

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

14. Marley Ct South

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian and vehicular access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

15. Dargle Valley Stonemasons Way

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

LLEWELLYN ESTATE

Stewarding Positions:-



Briefing Notes:

16. Llewellyn Way

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way

- Restrict so far as reasonably possible pedestrian and vehicular access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

17. Llewellyn Park

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

18. Broadford Roundabout / Broadford Pitches

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

19. Llewellyn / Grange Wood Alleyway

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour. Advise Event Control of any incidents

GRANGE WOOD

Stewarding Positions:-





Briefing Notes:

20. Grange Wood / Sports Ground Bridge

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Stonemason's Way
- Restrict so far as reasonably possible pedestrian access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

21. Grange Wood Main Entrance

- Allow access to vehicles with residents passes only
- Restrict pedestrian access to Grange Wood estate resident pass holder only.
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

Additional Notes:

Patrol routes should include area along the river between Grange Wood/Elm Way and the Broadford Pitches

MARLEY GROVE HOUSE

Briefing Notes:

22. Marley Grove House

- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Prevent so far as possible unauthorised entry
- To act as a visual deterrent to persons entering private property
- Advise Event Control of any incidents

HEATHER CLOSE / MARLAY WOOD

Stewarding Positions:-



Briefing Notes:

23. Marlay Wood / Heather Lawn

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Restrict so far as reasonably possible pedestrian access to residents only
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

24. Broadford Lawn / Stonemasons Alleyway

- Provide directional information to concert attendees.
- Restrict so far as reasonably possible pedestrian access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

BROADFORD ESTATE

Security Positions:-



Briefing Notes:

25. Broadford Drive / Stonemasons Alleyway

- Provide directional information to concert attendees.
- Restrict so far as reasonably possible pedestrian access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

26. Broadford Walk

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

27. Broadford Hill Alleyway

- Provide directional information to concert attendees advising that access to the concerts is either via Stonemason's Way or Ballinteer Av only.
- Restrict so far as reasonably possible pedestrian access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

28. Chestnut Grove

- Provide directional information to concert attendees advising that access to the concerts is either via Stonemason's Way or Ballinteer Av only.
- Restrict so far as reasonably possible pedestrian access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

29. Broadford Drive Alleyway

- Provide directional information to concert attendees advising that access to the concerts is either via Stonemason's Way or Ballinteer Av only.
- Restrict so far as reasonably possible pedestrian access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

30. Broadford Cres Alleyway

- Provide directional information to concert attendees advising that access to the concerts is either via Stonemason's Way or Ballinteer Av only.
- Restrict so far as reasonably possible pedestrian access to residents only
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

31. Broadford Lawn

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Ballinteer Avenue
- Restrict so far as reasonably possible pedestrian and vehicular access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

32. Broadford Close

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Ballinteer Avenue

- Restrict so far as reasonably possible pedestrian and vehicular access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

33. Broadford Rise 1

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Ballinteer Avenue
- Restrict so far as reasonably possible pedestrian and vehicular access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

34. Broadford Rise 2

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Ballinteer Avenue
- Restrict so far as reasonably possible pedestrian and vehicular access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

35. Ballinteer Drive

- Provide directional information to concert attendees.
- Advise that access to the concerts is via Ballinteer Avenue
- Restrict so far as reasonably possible pedestrian and vehicular access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

36. The Oaks (Roaming)

- Provide directional information to concert attendees.
- Restrict so far as reasonably possible pedestrian access to residents only at the pedestrian walkway through the small field at Heather Park.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

37. Ballinteer Av / Heather Park (Alleyway into field)

- Provide directional information to concert attendees.
- Restrict so far as reasonably possible pedestrian access to residents only at the pedestrian walkway through the small field at Heather Park.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

38. Ballintyre Estate

- Provide directional information to concert attendees.
- Restrict so far as reasonably possible pedestrian access to residents only at the pedestrian walkway through the small field at Heather Park.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Restrict so far as reasonably possible pedestrian access to residents only
- Provide directional information to concert attendees.
- Advise residents that the alleyways to the rear of La Touche Court are blocked off.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

PINE VALLEY

Stewarding Positions:-



Briefing Notes:

42. Pine Valley

- Allow access to vehicles with residents passes only (common sense approach should be taken)
- Restrict so far as reasonably possible pedestrian access to residents only
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

43. Pine Valley (1-18)

- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Provide directional information to concert attendees.
- Prevent so far as possible unauthorised entry into residents gardens and drive ways
- To act as a visual deterrent
- Advise Event Control of any incidents

44. Pine Valley / Harold's Grange Road

- Restrict so far as reasonably possible pedestrian access to residents only
- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour

- Advise Event Control of any incidents and provide updates in relation to unauthorised bus/vehicle parking along Harold's Grange Road

GRANGE COTTAGES

Stewarding Positions:



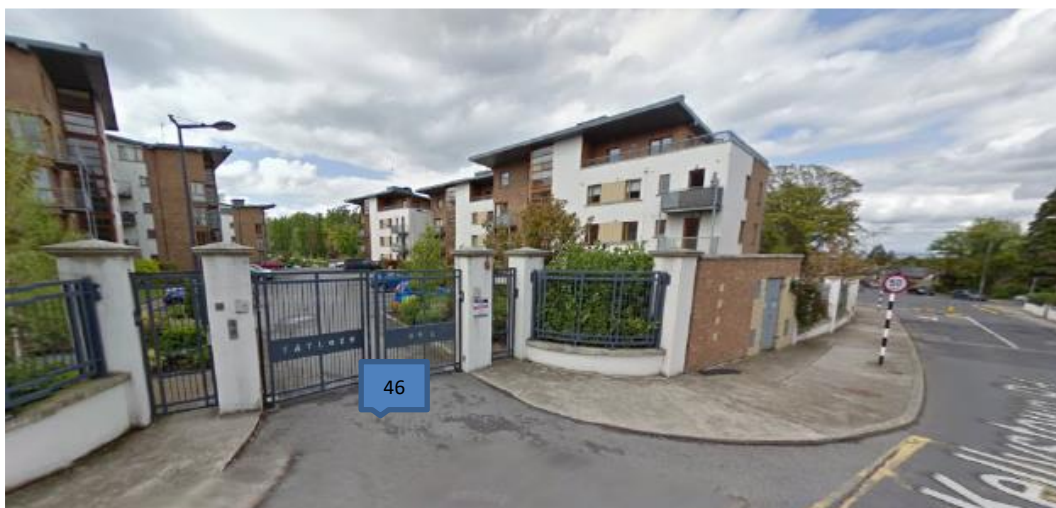
Briefing Notes:

45. Grange Cottages

- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Prevent so far as possible unauthorised entry into residents gardens and drive ways
- To act as a visual deterrent
- Advise Event Control of any incidents

TAYLORS HILL APARTMENTS

Stewarding Positions:-



Briefing Notes:

46. Taylors Hill Apartments

- Provide directional information to concert attendees.
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents

BREHON'S CHAIR

Stewarding Positions:-



Briefing Notes:

47. Brehon's Chair / Marlay Nursing Home

- Provide directional information to concert attendees.
- Restrict so far as reasonably possible pedestrian and vehicular access to residents only (common sense approach)
- Monitor attendee behaviour and to discourage so far as reasonable anti-social behaviour
- Advise Event Control of any incidents



DRAFT EVENT MANAGEMENT PLAN

MARLAY PARK CONCERTS & LONGITUDE FESTIVAL 2020

Marlay Park, Rathfarnham, Dublin 16

Event Management Plan
For MCD Productions Ltd

Version	Date
Version 1	17.03.20
Version 2	18.03.20
Version 3	

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SECTION 1 - EVENT MANAGEMENT PLAN

This Event Management Plan has been drafted in accordance with the Planning and Development Regulations 2001 (as amended) and the appropriate codes of practice and covers the following key elements.

- Event Management Structure and Responsibilities
- Event Safety Strategy
- Medical Provision and Facilities
- Site Security and Stewarding
- Traffic Management Plan
- Emergency Plans
- An environment monitoring programme for before, during and after the proposed event.
- Provision for the full clean-up of the area and for any remedial works arising from any damage caused to public property, facilities or amenities associated with the event.

SECTION 2 - APPENDICES

Appendix 1	Major Emergency Plan
Appendix 2	Trader Fire Risk Assessment Form
Appendix 3	Adverse Weather Plan
Appendix 4	Health and Safety Policy
Appendix 5	Health and Safety Terms and Conditions
Appendix 6	Pre-Event Fire Safety Checklist
Appendix 7	Terms and Conditions of Entry
Appendix 8	Sanitation and Waste Management Plan
Appendix 9	Draft Noise Management Plan
Appendix 10	Operational Management Plan
Appendix 11	Draft Traffic Management Plan
Appendix 12	Water Safety Plan
Appendix 13	Offsite Stewarding Plan

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1 SUMMARY OF FESTIVAL

It is proposed that 7 events consisting of music performance will take place in Marlay Park this June and July. Details of the events are listed below.

The maximum number of audience attending the events each day is 40,000.

MARLAY PARK CONCERTS

The Marlay Park Concerts will comprise of single stage concerts consisting of music performance. The proposed dates, gate opening times and curfew for the events will be as follows:

Date	Gates Opening	Curfew
Saturday 27 th June 2020	15:00hrs	23:00hrs
Sunday 28 th June 2020	15:00hrs	23:00hrs
Monday 29 th June 2020	15:00hrs	23:00hrs
Wednesday 1 st July 2020	15:00hrs	23:00hrs

In the interest of safety, the Promoter in consultation with An Garda Síochána will reserve the right to open the gates earlier than the advertised time.

LONGITUDE FESTIVAL

Longitude is a three day multi-stage music festival. The proposed dates, gate opening times and curfew for the events will be as follows:

Date	Gates Opening	Curfew
Friday 3 rd July 2020	13:30hrs	23:00hrs
Saturday 4 th July 2020	13:30hrs	23:00hrs
Sunday 5 th July 2020	13:30hrs	23:00hrs

In the interest of safety, the Promoter in consultation with An Garda Síochána will reserve the right to open the gates earlier than the advertised time.

The Promoters of these events are MCD Productions Ltd who have appointed Festival Republic Dublin Ltd to produce the events on their behalf.

MARLAY PARK

Marlay Park lies at the foothills of the Dublin Mountains, easily accessed from the M50 motorway at Sandyford/Ballinteer exits. It is one of several Regional Parks in the Dún Laoghaire Rathdown County Council area.

The Park is visited by people of all ages for a huge variety of reasons ranging from the passive (strolling, picnicking, meeting friends) to the more active (running, training, football, cricket, tennis etc.) As such the concert layout and build schedule again aims to maximise the availability of the Park for public use, and to increase the accessibility of the Park and its amenities to the public. On non-concert days circulation routes will be maintained, and in particular the provision of a circuit route around the periphery of the park. In addition, disruption to the area in front of the house and around Boland's Café will be minimised.

2 PUBLIC SAFETY STRATEGY

2.1 CROWD MANAGEMENT

AIMS OF THE CROWD MANAGEMENT OPERATION

The public safety objectives of the crowd management operation are: -

- To maintain a safe environment for members of the public / staff / artists working at the festival.

- To ensure only authorised ticket and pass holders gain access to the relevant areas.
- To monitor crowd movements, identify and deal promptly and effectively with any identified crowd control issues.
- To take necessary action to prevent and deter unauthorised fires.

ARENA ENTRANCE & SEARCH AREAS

The Arena Entrance and search areas will be kept completely clear of all obstacles, a queuing system will be defined by the use of crowd barrier, several lanes will be set up to speed ease of entry staffed by stewards who will do a ticket check and security who will manage the crowd and carry out searches.

The Arena Entrance barriers will be broken down for egress and the crowd movement can be monitored on CCTV and by security personnel. A sweep of the arena will be done by security after the arena closes to make sure that any remaining ticket holders are directed out and the arena is cleared.

STAGE / ENTERTAINMENT AREA

Pre-recorded music can be played from the stages to help keep ticket holders entertained at the opening stages of the event and between acts. The pit area at the main stage will be staffed by security with medical personnel adjacent to the main pits. The pit will be kept clear of anyone other than authorised personnel.

TENTED STAGES

Tented stages will have a safe capacity limit set, and this shall be monitored and managed by stewarding staff at each venue. If, however, the venue looks likely to become overcrowded, contingency plans will be put in place and security will prevent further access, whilst enabling people at the stage area to leave.

We will appoint a Supervisor to each of these venues whose primary role will be to monitor capacity. These persons will continually feedback capacity assessment updates to Event Control and the Event Safety Coordinator and will make the judgement call in the event of a need to put in access control measures to maintain the agreed capacity for the venue.

BRIDGES

Stewards and Security will be deployed in these locations throughout the event to monitor the capacity on the bridges, and to manage the flow of people across them. In addition, there will also be lifeguards positioned on the lake, whilst the public are onsite.

SECURITY / STEWARDING COMPANIES

We will contract security / stewarding companies for the build, break and event days. The security contractors used will be professional and competent operators in the field of event security. The management and staff have many years of experience at ensuring safe and secure entertainment at events.

DEPLOYMENTS

A security / stewarding schedule will be produced for the event. The areas and numbers of deployments will be detailed in this. It should be noted that the placements and numbers need some ability to be fluid to be able to react appropriately to unexpected crowd behaviour.

CO-ORDINATION OF SECURITY / STEWARDING COMPANIES

The security / stewarding companies will be co-ordinated by the Security Co-ordinator based in Event Control. It is our intention that Event Control will contain event representatives which may include:

- Security Co-ordinator
- Event Controller or Deputy
- Licensing Office Personnel
- Security Operators
- Medical Control
- Offsite Stewarding Controller
- Desks will be provided for representatives from the Local Authority as requested

This will facilitate close and continued liaison between all the key personnel and contractors leading to a rapid co-ordination of response and redeployments, flexibility, management and supervision being maintained throughout the event.

A space will be available close to Event Control that can facilitate any onsite statutory agency meetings.

CROWD SWAY/SURGES

Our Security / stewarding placements, CCTV and pit spotters together with the stage barrier set up mean that we have made all reasonable endeavours to ensure that the crowd are carefully monitored and managed in all instances including any crowd sways or surges.

CROWD MOVEMENTS/EGRESS

Our security / stewarding placements, CCTV and egress spotters together with the site layout mean that we have made all reasonable endeavours to ensure that crowd movements / egress are carefully monitored and managed. There will be CCTV installed at the arena entrances and across the site to enable monitoring of crowd flows.

2.2 CAPACITY MANAGEMENT

ENTRY AND EXIT OF THE AUDIENCE / ACCESS CONTROL

Public admission to the event will be by ticket only. On entry to the site tickets will be scanned electronically which will enable the Ticketing Manager to calculate the number of public onsite at any given time.

The entire site will be fenced along the perimeter with 'steel shield' fencing. There will be exit lanes at the arena entrances for attendees to vacate the arena at all times. There is no readmission permitted at the Marlay Park Concerts, however multi-day ticket holders for Longitude are permitted to leave and re-enter.

TICKET CONTROL

Tickets will be sold via a computerised system or from Ticketmaster kiosks. The tickets will carry a number of security features such as serial numbers, holograms or barcodes. The number of tickets sold will not exceed the capacity.

Should we have a situation where the event has not sold out prior to the day of the event we would sell tickets on site, to maximise the selling of the event. The computerised ticketing system would be installed in the Box Office.

MARLAY PARK CONCERTS

SITE OCCUPANCY CAPACITY

The arena offers over 20,000sqm of available audience viewing space. The capacity of the site is calculated on the following basis;

The audience viewing area identified on the site plan shows an area of 20,000qm @ 0.5m²/p = 40,000 which will accommodate the proposed maximum audience.

AGGREGATE EMERGENCY EXIT CAPACITY FROM THE ARENA

The emergency exit width required based on an evacuation time of 8 minutes (Code of Practice for Safety at Outdoor Pop Concerts) and a maximum occupant capacity of 40,000 persons is 46m. The actual exit width provided from the concert site is 53m as shown on the site plan.

Exit Route	Exit Width (m)	Capacity @ 109 persons per metre width x 8 mins
From Grange Road Arena Entrance	7	6,104
From A/B/C	5	4,360
From D	3	2,616
Bridge (Leading to Exit E/F)	15	13,080
From G	2	1,744
From H	3	2,616
From I	5	4,360
From J	5	4,360
From K	8	6,976
	Total Exit Capacity	50,576

Notes:

- 1) Exit capacity based on an 8 minute evacuation time.
- 2) The maximum capacity of the arena is 40,000 people which is well below the arena exit capacity.
- 3) Exit widths will be maintained from the exit from the site to a place of safety.

LONGITUDE FESTIVAL

SITE OCCUPANCY CAPACITY

The occupant capacity for the site has been determined on the basis of the available site area within stage sightlines. The safe holding capacity is calculated in accordance with the Code of Practice for Pop Concerts on the following basis:

Venue Area/ Stage No.	Net Viewing Area (m ²)	Occupant Load Factor ⁽¹⁾	Occupant Capacity (persons)
Main Stage Arena			
Main Viewing	20,000	0.5m ² /p	40,000
Stage 2	4,085	0.5m ² /p	8,170
Stage 3	650	0.5m ² /p	1,300
DJ Stage	1,200	0.5m ² /p	2,400
	Maximum Proposed Occupancy		40,000

Note:

1. An occupancy load factor of 0.5m²/p has being used as a conservative estimate in calculating the occupancy of each venue

AGGREGATE EXIT CAPACITY FROM EVENT SITE

In so far as the entire concert venue area is being enclosed by security fencing as shown on the drawings, the aggregate flow capacity of the exit gates to be provided in the site boundary is assessed as follows:

Exit Route	Exit Width (m)	Capacity @ 109 persons per metre width x 8 mins
From Grange Road Arena Entrance	7	6,104
From A	5	4,360
From B	5	4,360
From C	5	4,360
From D	3	2,616
From E (College Road Arena Entrance)	10	8,720
From F	5	4,360
From G	2	1,744
From H	3	2,616

From I	5	4,360
From J	5	4,360
From K	8	6,976
	Total Exit Capacity	54,936

The overall exit capacity from the audience viewing area is capable of achieving an emergency egress time of less than 8 minutes.

AGGREGATE EXIT CAPACITY OUTSIDE THE LONGITUDE SITE

Exit Route	Exit Width (m)	Capacity @ 109 persons per metre width x 8 mins
From Grange Road Arena Entrance	7	6,104
From A	5	4,360
From B	5	4,360
From C	5	4,360
From D	3	2,616
From E (College Road Arena Entrance)	10	8,720
From F	5	4,360
From G	2	1,744
From H	3	2,616
From I	5	4,360
From J	3	2,616
From K	8	6,976
	Total Exit Capacity	53,192

As can be seen from the results above the exits off the site and the exits from the park are more than adequate to deal with the maximum proposed number of evacuees enabling them to move away from an incident without undue delay.

TENTED VENUES EXIT CAPACITY

Tent	Egress Time (Mins)	Net Area (m)	Venue Capacity (OLF 0.5m ² /p)	Proposed Aggregate Exit Width (m)	Exit Capacity	Exit Width
Stage 2	2.5mins	4,085	8,170	56 ⁽¹⁾	9,184	8No 6m exits
Stage 3	8mins	650	1,300	4.0	3,488	2No. 2m
Guest Area	8min	600	1,200	1.5	1,308	2No. 1.5m exits

Note:

1. Aggregate width after one (widest) exit is discounted; exit capacity is calculated as per Home Office Guide to Fire Precautions in Places of Entertainment (Tented Structures) – minimum clear exit width 1.95m for 320persons or 1m for 164persons

EMERGENCY SCENARIOS

Emergency Scenario A: -

The smaller tents are all closed, and all 40,000 patrons are in the Main Arena. An incident occurs on stage that requires the evacuation of the site. In this instance any responding emergency services vehicles from off site would access the site via the Grange Road Main Gate(refer to emergency route on site plan).

Exit Route	Exit Width (m)	Capacity @ 109 persons per metre width x 8 mins
From Grange Road Arena Entrance	7	6,104
From A/B/C	5	4,360
From D	3	2,616
Bridge (Leading to E/F)	15	13,080
From G	2	1,744
From H	3	2,616
From I	5	4,360
From J	5	4,360
From K	8	6,976
	Total Exit Capacity	50,576

The above analysis shows that, with all patrons located in the main arena, there is sufficient exit capacity to deal with the 40,000 persons located in the main area

Emergency Scenario B: -

An incident has occurred on Stage 2 that requires the tent to be evacuated. Due to its location, in this instance it would not be necessary to evacuate the whole site. Any responding emergency services vehicles from off site would access the site off College Road.

Exits Available within Stage 2	Proposed Exit Width Available	Exit Capacity (persons)	Venue Capacity	Minimum Exit Width Required
8No. 6m exits	56m (includes for discounting an exit)	9,184	8,170	50m

Once outside Stage 2 there are 2No. exits available that lead directly off site as follows

- Exit E College Road Entrance – 10m
- Exit F – 5m

The aggregate capacity through these two exits is 13,080 persons which is more than adequate to deal with the anticipated max capacity expected in this area of the site.

2.3 EVACUATION AND EMERGENCY ACCESS

Emergency access routes to the arena and the site will be provided. Emergency routes will be kept clear of obstructions. The Event Safety Team will be carrying out inspections throughout the event to ensure emergency routes are kept clear. Details will be logged.

EVACUATION PLANNING

Please see Major Emergency Plan in Appendix 1.

EVACUATION REHEARSAL / TABLE TOP EXERCISE

The Table Top exercise will take place on Monday 18th May, where evacuation and emergency scenarios will be rehearsed.

EMERGENCY EXITS AND MEANS OF ESCAPE

All exit gates and escape routes will be unlocked and manned by trained and briefed security personnel during the event to ensure they can be quickly opened if required. Following consultation with Dublin Fire Brigade, security personnel positioned on the exit gates will have undergone an Egress and Evacuation training course in advance of events to ensure competencies in case of emergency evacuation.

All emergency exit gates will be provided with relevant gate numbers / letters which are identifiable from both inside and outside the arena and will include the running man symbol, the gate numbers / letters will correspond to the site plan.

Fire exits will be provided in all enclosed structures to give access to the arena with two available from the main stages and bar counters. All signage and directional arrows within structures will also conform to the appropriate standards including S.I No. 132/1995 and BS5499-4: 2000.

Exit signs will be lit by both primary and emergency lighting. The emergency exits will be checked by the Event Safety Team on an ongoing basis. Emergency lighting will be checked by the electrical contractors on a daily basis.

2.4 ORIENTATION

EVENT SIGNAGE

All access and egress routes, sanitary accommodation, drinking water and first aid points will be adequately lit and signposted. Signs will be clear, visible and adequately illuminated at night and safety signs will conform to legislative requirements. Consideration will be given to the positioning of site signage to ensure that it does not impinge or distract from emergency signage.

2.5 FIRE SAFETY

FIRE REPORTING PROCEDURE

ALL incidents of fire must be reported on the Fire Channel on the event radios (Channel 14). The word “fire” is not to be used on any Event Site Radio; code words should be used instead (Refer to codes words noted below). Event Control will respond to any calls via the fire channel and will immediately report all incidents of fire by calling 999/112, if required.

All staff onsite will be advised to watch for possible fire hazards and will be aware of the procedure for dealing with them.

Should staff become aware of a fire they are briefed to inform their supervisor immediately and to follow the below protocols:

- Use the following codes, as appropriate:
 - [REDACTED]: For a small fire that can be dealt with by a fire extinguisher.
 - [REDACTED]: For a large fire requiring attendance by the fire brigade.
- Inform the public in the immediate area and direct them away from the scene.
- Attack the fire with the nearest suitable equipment (if safe to do so).
- Leave whenever danger threatens.
- Report all fires on Fire Channel - even if you have extinguished it

The following fire incidents would require immediate fire service attendance:

- A tent or structure involved in fire
- Any fire incident where there are persons believed trapped
- Any fire incident where persons have been injured
- Any fire incident where an explosion is witnessed or reported
- Any fire incident where cylinders, canisters or LPG are involved
- Any vehicle
- A substantial fire within a concession unit

- Any smell of gas or gas leak
- Any fire that is obviously beyond the control of an extinguisher.
- Any fire in the proximity of the trees

FLAMMABILITY CERTIFICATION

All floor coverings, wall coverings, curtains, drapes, fabric, and decorations in furnishings supplied and used will carry flame retardancy certification or be inherently flame retardant.

Certifications for linings will be in English language and generally dated within the last 5 years (where practicable).

Copies of the certification will be kept in the Licensing Office.

FIRE SAFETY FOR TRADERS

Traders will be positioned carefully to minimise the risk of fire. Concessions using gas fired cooking equipment will be sited at least 6m from any other unit. Concessions units using electric powered cooking equipment are to be sited 3m away from any other unit.

The Event Safety Team and the Trader Manager will check the traders' compliance with the guidelines.

Qualified gas engineers will carry out inspections on every food trader before opening to the public. Installation of LPG on site will be carried out in accordance with DFB's Guide to Gas Usage at Events v2 and IS 290:2019. A risk assessment will be completed if there are any deviations from DFB's Guide to Gas Usage at Events v2.

No petrol generators will be permitted on site.

A Trader Fire Risk Assessment form must be completed by each trader. A sample of the form can be found at Appendix 2.

Festival Republic and their fire safety consultants will meet Dublin Fire Brigade, to ensure that we meet the necessary requirements.

EQUIPMENT AND FIRE POINTS

Appropriate distribution of fire extinguishers will be provided for all stages, emergency exits, mixing desks and backstage areas. An adequate number of fire extinguishers, suitable to the risk and in accordance with the correct recommendations of IS 291 2015 and are to be manufactured to the appropriate standard such as IS EN3-7 and shall be provided throughout the venue (inc Marquees).

The onsite safety team will check the fire extinguishers and other fire-fighting prior to the arena opening each day to the public. The onsite fire-fighting team will provide, maintain and refill extinguishers and other fire-fighting equipment as required. All food, non-food, sponsor installations and the bar concessionaires are responsible for their own fire-fighting equipment subject to inspection by our onsite Event Safety Team.

Generators will be adequately earthed and signed off by a competent and registered electrician.

A 3m metres space will be provided around generators i.e. not against buildings or other structures.

Following discussion with a registered electrician on this matter, it is deemed acceptable that generators are situated adjacent to other generators as there is the same inherent risk with both. They are sometimes connected to each other to provide backup power and not practicable to separate these. Two extinguishers will be provided at generator points.

GAS CANISTERS AND AEROSOLS OVER 250ml

Gas canisters and aerosols (over 250ml) are not allowed onsite. Security will confiscate any gas canisters or aerosols found at the arena entrance.

FIRE SAFETY DURING THE LOAD IN AND LOAD OUT

Fire extinguishers will be in all areas with a generator, site offices and catering facilities when they are in use. Any LPG that is used and stored onsite during the load in and load out will be stored correctly and safely. Any pyrotechnics that are delivered during the load in will be stored correctly and safely.

PYROTECHNICS AND SPECIAL EFFECTS

If there is a request that some of these effects be included as part of some of the acts' performances. Details will be collected in advance and reviewed by the Event Safety team. It will be a condition of contract with the operator that they are only used in compliance with the department of Justice Standards (Guidance Document on Organised Pyrotechnic Displays 2006), and other relevant legislation. Specific details will be supplied to Dublin Fire Brigade and consultation with them and relevant statutory agencies will take place in advance.

CERTIFICATION

The following certification shall be kept on site in the safety file and will be available for inspection:

- LPG (liquefied petroleum gas) Installation
- Electrical Installation
- Emergency Lighting
- Lining Materials
- First Aid Fire Fighting Equipment (fire extinguishers, fire blankets, etc.)
- Fireworks / Pyrotechnics
- Temporary Structures (Certified by an Independent Chartered Structural Engineer)

All floor coverings, wall coverings, curtains, drapes, fabric, artificial or dried foliage, decorations and filling materials used in furnishings supplied and used will carry flame retardancy certification to the relevant standards or will be inherently flame retardant. The details of all such materials will be held onsite in the Licensing Office.

EXIT AND DIRECTIONAL SIGNS

Site design and size will be consistent throughout the venue. All exits will be clearly signed as 'Exit #', will be illuminated and will include the running man symbol. All signage and directional arrows within structures will also conform to the appropriate standards including Safety, Health and Welfare at Work (General Applications) Regulations 2007. Certification stating emergency exit signage and emergency lighting will be installed in accordance with IS 3217:2013+A1:2017 will be provided and available for inspection in the licensing office.

All signage will be of an appropriate size. Consideration will be given to the positioning of other site signage to ensure that it does not impinge or distract from emergency signage.

2.6 STRUCTURES

STAGE AND TENT DETAILS – MARLAY PARK CONCERTS

It is our intention that the entertainment at Marlay Park Concerts will take place on a single outdoor stage.

It is anticipated that the Main Stage will be supplied by Serious Stages www.stages.co.uk.

STAGE AND TENT DETAILS – LONGITUDE FESTIVAL

It is our intention that the entertainment at Longitude Festival will take place on an outdoor Main Stage, two smaller outdoor stages and one stage within a temporary structure.

It is anticipated that the main stage will be supplied by Serious Stages - www.stages.co.uk and the remaining stages will be built by Actavo - www.actavo.com

It is anticipated that the big top will be supplied by Mobile Structures - www.mobilestructures.co.uk

Staging provided will be designed to allow for a minimum of two exits. Such exits will be sited as far from each other as is practicable and will be sited so as to give access away from the audience. The exits will be kept clear from obstruction by equipment and cables etc at all times by security personnel.

It will be a condition of contract that all contractors will sign a completion certificate relating to their structure. The Event Safety Team will ensure that the completion certificates for all temporary structures are signed off prior to the public being allowed on site. Copies of the completion certificates for all temporary structures will be kept in the Licensing Office.

All temporary structures will be designed to possess adequate strength and stability for their use. Handrails will be provided for any stairways and will be considered for other areas such as ramps. Measures will be taken so the ramps are slip resistant. The temporary structures will be erected by competent contractors in accordance with their submitted plans.

SUBMISSION OF INFORMATION

Festival Republic will obtain documents, plans and calculations relating to the stages and other temporary structures where relevant, as well as their Risk Assessments and Method Statements.

BARRIERS

Marlay Park Concerts and Longitude Festival will use a variety of barriers in strategic places. Heavy duty crush barriers will be used to protect front of house towers, speaker stacks, marquee poles etc and that crowd channelling barriers will be used in areas such as the Arena Entrance to separate the crowd into lanes. The Arena Entrance barrier lanes will be reconfigured in time for egress.

The Front of Stage Barrier at the Main Stage will be erected using MOJO style barrier. The configuration is still to be confirmed and will be updated accordingly on the site plans. Technical drawings will be kept onsite in the Licensing office. They will be built using the guidance from the Institute of Structural Engineers' guidelines. The front of stage barrier can withstand 5kN per square metre of pressure exerting at right angles at a height of 1.2m. The technical and safety information for the Front of Stage barrier can be supplied to relevant statutory agencies if required.

HA-HA COVERING

As in previous years the Ha-Ha in the Main Stage arena field will be covered over using temporary stage decking. This is designed and built to facilitate pedestrians only, vehicles will not be permitted to drive on the stage decking.

ADVERSE WEATHER PLAN

An Adverse Weather Plan will be in place throughout the event and it will incorporate information from and for all relevant contractors. It will include and outline of actions to be taken at specific wind speed trigger points. The Event Safety Team will check that periodic wind measurements are taken throughout the event.

Please see Adverse Weather Plan in Appendix 3.

BRIDGES

Temporary bridges will be installed around the site as drawn on the site plan. The bridges will be installed by a specialist contractor and will be certified by an independent Structural Engineer. Stewards and Security will be deployed in these locations throughout the event to monitor the capacity on the bridges, and to manage the flow of people across them. In addition, there will also be lifeguards positioned on the lake, whilst the public are onsite.

2.7 LIGHTING

All access/exit ways leading to and from the site, gates out onto the road, car parks, toilet blocks and first aid points will be illuminated by the provision of suitable lighting systems. Sufficient portable lighting equipment will be available to address any areas of inadequate lighting on the approaches to the event site.

A lighting test will be carried out prior to the event, relevant statutory agencies that wish to attend will be welcome.

2.8 ELECTRICS

A temporary electrical system will be set up on site using temporary generators and wiring systems. All work will be carried out by competent and experienced electrical contractors. All works will be completed in accordance with the relevant standards.

Emergency lighting will be provided on all arena and tent exits and other key areas around the site and will have a separate power supply to the primary lighting supply. Lighting will be provided in all marquees.

Emergency escape lighting will be installed in accordance with I.S 3217:2013+A1:2017

As a condition of contract between traders and ourselves, their electric power supply will be supplied and managed by our onsite power contractor.

A completion certificate will be issued by the power contractor and will be kept onsite in the Licensing Office. Test certificates will be issued for the electrical system and again will be kept onsite in the licensing office.

2.9 VEHICLES AND PLANT SAFETY

Festival Republic will give instruction to all staff, contractors and traders on vehicles and vehicle movement during the build, break and event stages through the Site Rules and inductions. The use of buggies on the site and backstage will be limited to essential use and will be controlled in the interest of the safety of staff, attendees and visitors to the area.

Only fully certificated workers will be permitted to use the plant supplied. Their certification will be checked at the Production Office before keys are distributed. Any drivers found driving carelessly, dangerously or without a Banksman (when required) will be disciplined and may be fined.

2.10 MEDICAL PROVISION & FACILITIES

MEDICAL PROVISION

Festival Republic will provide a comprehensive on-site medical provision to diminish the strain on local resources. The level of provision will be carefully planned in order to cover the levels recommended for the size and nature of the event. It is our intention that all onsite medical provision will be provided by Code Blue.

ONSITE FACILITIES

The following medical facilities will be provided onsite:

Medical & Welfare Centre

Main Stage (Right) First Aid Point

Stage 2 Field First Aid Point (Longitude only)

Welfare Tent in College Road Car Park (Longitude only)

Ambulance parking locations

ROLE OF THE MEDICAL CO-ORDINATOR

- Co-ordinate with the Event Promoter
- Liaise with the Event Medical Officer, voluntary emergency services officer, all medical service providers and the HSE Emergency Management Office.
- Ensure all licensing conditions in relation to medical provision are complied with.
- Ensure appropriate agreed levels of medical cover are in-situ and address any deficiencies in service levels.
- Ensure all staff sign in and out of the site and operate within their scope of practice.
- Ensure regular monitoring of medical activities (number of patients seen, presentations and transfers) with updates at an agreed frequency and communicate any issues in relation to safety or emerging trend to the Event Control.
- Ensure all records are compiled, collected and retained.
- Conduct pre-event briefings with all relevant event and medical team personnel.
- Ensure reporting structures are in place at all levels.
- Ensure all relevant communications, procedures and contact details are in place and tested between the key stakeholders at the event.
- Ensure all medical facilities and ambulances are fit for purpose.
- Ensure that agreed arrangements are in-situ for a Major Emergency.
- Ensure that staff have the necessary personal protection equipment and their welfare and safety are catered for.
- Remain on site until stood down by Event Control.
- Ensure post-event debriefings are conducted and recorded.
- Prepare reports as required for the Event Promoter and attend and contribute to the end of day debrief.
- Act as the Event Medical Controller of Operations in the event of a major emergency until relieved.

SITE MEDICAL OFFICER

A site medical officer shall be appointed in consultation with the HSE. The Site Medical Officer should have overall responsibility for the management of medical treatment onsite. Other duties are as detailed below:

- Report to the Event Controller/ Deputy and safety officers
- Co-ordination with the Event Medical Co-ordinator regarding the treatment and discharge/transfer of patients.
- Overall clinical responsibility for the patients
- Review all patients prior to transfer off site
- Be present on site at least an hour before the gates open to public and
- Remain on site until such a time as medical operations are stood down.
- Know the location and staffing arrangements of the First Aid Posts and the medical centre, and details of ambulance cover.
- Be easily identifiable in a high visibility tabard or jacket
- Be available by radio at all times & ensure any movements are made known to medical control
- Liaise closely with the Medical Co-ordinator, HSE REMO, and the voluntary agencies if required
- Act as the Medical Incident Officer in the occurrence of a major emergency

VOLUNTARY ORGANISATIONS

The duties and responsibilities of the voluntary aid organisations are detailed below:

- Provide First aid staff, ambulances & Paramedics for the event as outlined in their terms of engagement.
- Be identifiable in high visibility uniforms.
- Be 18 years and over.
- To work within the protocols of their training and registration within their organisation and the Pre – Hospital Emergency Care Council (PHECC)
- To record patient treatment on the (PHECC) treatment forms.
- To respect patient confidentiality at all times to report any concerns re audience safety to the Medical Co-ordinator via their senior officer only.
- Be present on site at least an hour before the gates open to public and remain on site until such a time as medical operations are stood down.

BUILD-UP AND BREAKDOWN

Outside of the hours of onsite cover any incidents on site will be dealt with by the assigned First Aider or transferred to hospital if necessary.

LOCATION

It is our intention that the main Medical & Welfare Centre will be located in the Main Arena, to the right of the Grange Rd Arena Entrance. There will also be a First Aid Posts located in the Main Stage Pit SR, Stage 2 Field and a Welfare Tent in the College Rd car park. There will also be a first aid presence at the stages and additional first aid posts within the Arena. There will be medical response teams for the Stage 3 Field and queuing lanes when the site opens to ticket holders.

DOCUMENTATION

A log will be kept of all actions and decisions made by the onsite medical provision. This will be held confidentially by the provider.

MEDICAL, AMBULANCE AND FIRST-AID PROVISION

When determining the resourcing levels, consideration was given to the Health Service Executive Requirements. The medical resourcing levels will be agreed following consultation with the HSE, and a detailed operational plan will be included in the Final Event Management Plan.

2.11 ALCOHOL

Bars will be provided onsite at the locations identified on the submitted site plan. The bars are to be open during specific times to be agreed with the relevant authorities.

The products available at each of the bars will be agreed in advance with An Garda Síochána.

Security personnel working at the bars will be given specific briefing on their duties.

Security Personnel will be provided to:

- Control and restrict the supply of alcohol to underage persons
- Ensure that persons deemed intoxicated are not admitted into the queuing system
- Manage the queuing system and the flow of people to the bar serving counter

Proof of age checks will be in operation from the beginning of each bar queuing system, staff will be briefed to challenge anyone that appears to be under the age of 21.

No glass or cans will be used in the arena and drinks will only be served in plastic or paper vessels.

2.12 FACILITIES FOR DISABLED TICKET HOLDERS

Festival Republic will arrange for special provisions for disabled persons, including car parking, sanitation facilities and viewing areas where appropriate.

There will be Accessible Viewing Platforms and toilets at the Main Stage and stage 2 (Longitude only). Disabled ticket holders, who need to be accompanied by a carer or PA, will be entitled to bring them and will be given a complimentary ticket to the event. Information will be sent out in advance to all disabled ticket holders who request it so that they have advance notification about the various facilities on offer to them. Contact details will be provided for disabled ticket holders to get more information.

2.13 HEALTH AND SAFETY

We are fully committed to safe working practices and a copy of our Health and Safety Policy and Health and Safety Terms and Conditions are included in the following appendices.

Appendix 4 – Health and Safety Policy

Appendix 5 – Health and Safety Terms and Conditions

We will comply with all relevant health and safety legislation. The Health and Safety documents contain details of our working practices and procedures.

All phases of the event including the load in, the event itself and the load out will be given equal status as far as Health and Safety are concerned. All contractors are required to comply with our Health and Safety Terms and Conditions before their contract is considered binding. All contractors supply their own Method Statements and Risk Assessments.

All contractors and visitors to site will be required to complete the H&S induction with our Health and Safety Induction Assistant before commencing work on site. Work on site will be monitored by the Site Manager and the Event Safety Team and safety inspections will take place regularly.

2.14 INTERNAL CHECKLISTS AND INSPECTIONS

Regular and ongoing inspections of structural and health and safety issues, emergency exits, the arena entrance and egress, emergency lighting, emergency access lanes, stair and ramp guards where appropriate, trip hazards, décor, lights, sound systems, curtains, drapes, furnishings, fabrics, floor surfaces, sanitary facilities, drinking water, stage safety, fire points, traders and general housekeeping will be carried out by the Event Safety Team or other key personnel.

Routine maintenance checks will be carried out by the appropriate contractors.

Visual safety checks will be conducted by staff prior to using any equipment or plant. Regular checks of plant will be conducted by the Site Manager or the Event Safety Team. Checks of emergency access lanes will be carried out on a regular basis. The Event Safety Coordinator or a nominated representative will carry out an inspection of the arena prior to opening each day and ongoing inspections of the site.

Prior to opening the site, the Event Safety Team will complete a Pre-Event Fire Safety Checklist. This will be available for inspection by agencies in the Licensing Office.

A copy of the Pre- Event Fire Safety Checklist is included in Appendix 6.

Contractors, Partners and staff employed on the site will be provided with detailed health and safety information via the health and safety documentation in advance of the build.

2.15 ACCIDENT AND INCIDENT REPORTING

The location of the accident book will be notified to all employees. All accidents and near miss incidents must be reported and it is a condition of contract with all contractors and staff that they must report any accidents and near miss incidents immediately. Festival Republic and the Event Safety Team will be notified, and appropriate preventative action will be taken. All near misses and accidents will be recorded in the accident book and any serious incidents or dangerous occurrences will require an Incident Report Form to be submitted to the HSA.

In the event of a serious incident or dangerous occurrence, materials and equipment will be left undisturbed, providing they do not create a hazard. Festival Republic and the Event Safety Team will be contacted immediately, and an investigation will be started. The accident book will be available onsite for inspection at any time.

2.16 COMPETENCIES OF DIRECTLY EMPLOYED STAFF

All directly employed staff will be informed of safety measures taken to control risks during work. Hazards will be identified, and where possible removed. Where it is not possible to remove the hazard, the hazard will be controlled. Safety information will be given during the briefing. All employees will be expected to perform their task in accordance with the information and briefing provided with due regard for their own health and safety and that of others affected by their tasks.

2.17 COMPETENCIES OF CONTRACTORS' AND SUB-CONTRACTORS'

All contractors and sub-contractors will be instructed to inform their staff of safety measures taken to control risks during work. Hazards will be identified and where possible removed. Where it is not possible to remove the hazard, the hazard must be controlled. Safety information will be given during the briefing. All employees of contractors and sub-contractors will be expected to perform their task in accordance with the information, briefing and training provided with due regard for their own health and safety and that of others affected by their tasks.

3 SECURITY

3.1 SECURITY AND STEWARDS

SECURITY AIMS AND OBJECTIVES

The aims and objectives of the security plan in relation to crime and disorder are: -

- To prevent and deter incidents of crime.
- To deal positively and proportionately with any incidents of disorder / anti-social behaviour.
- To provide an eviction service from site.
- To ensure the security of onsite infrastructure, bars, stages etc.

SECURITY STRATEGY

The key objectives of our security strategy will be: -

- The interaction of security staff at an early stage with ticket holders in a positive and friendly manner.
- The use of response units to react quickly to reports of incidents.
- The eviction of persons attempting to cause problems or stirring up large groups of people to behave in an anti-social manner.
- The use of a co-ordinated approach with strong management from the Security Co-ordinator.

3.2 LOST PROPERTY

Lost Property will be handed into the Lost Property Tent onsite. There will be an email address for the public to contact should they have any lost items.

3.3 DRUG POLICY

The policy on drugs is based on three core messages:

- Prevention
- Drug dealers and users
- Welfare and treatment

Marlay Park Concerts and Longitude Festival does not condone the use of, or the dealing in, illegal drugs on site. There are a number of platforms will be utilised in order to get the message out. Signage at the entrance will state "You may be body and/or bag searched at the entrance (Bag restrictions in place), which may include the use of handheld metal detectors. Item(s), which may cause danger or disruption to any other persons at the event, will be confiscated.

Persons suspected of carrying items that may be used in an offensive or dangerous manner or carrying out illegal activities within any area of the site may be searched. Do not bring drugs, including legal highs to the event, you will be rejected/evicted from the event and handed over to An Garda Síochána if found in possession."

3.4 CCTV

The CCTV will be recorded continuously through the event. Security staff will be on duty to monitor and log CCTV channels.

A copy of the event CCTV will be provided to An Garda Síochána following the event, if requested.

3.5 SEARCHING AND CONFISCATIONS

Searching will take place at the arena entrance for items that are prohibited onsite. The conditions of entry state that searching will be carried out and there will be signage with this message at all the entrances.

The Terms and Conditions of Entry are included in Appendix 7.

Glass will not be allowed in the arena and all reasonable efforts will be made to enforce this policy through searches and confiscations. Bins will be located at the arena entrance for disposal.

4 ENVIRONMENTAL

4.1 SANITARY FACILITIES

Please see Sanitation and Waste Management Plan included in Appendix 8.

4.2 DRINKING WATER

Sufficient drinking water points will be placed around the site for adequate supply of potable and wholesome drinking water for ticket holders throughout the event. Provisions will be made for an alternative supply of drinking water in case of failure of planned sources of drinking water. The water systems will be installed by competent contractors. Installations will be cleaned, sterilised and free from debris prior to connection to any mains or tanked water supply.

The water point areas will be monitored on a regular basis throughout the event. Monitoring will include checks on adequacy of drinking water supply, checks on cleaning and sanitation of the points and checks for leaks, damages, flooding or blockages.

Sufficient sanitary accommodation units and hand sanitation units will be placed in suitable locations around the event site for the provision of sanitary for ticketholders throughout the event. This will be in accordance with guidance laid out in the relevant legislation or guidance. Sanitary accommodation units will be regularly emptied throughout the event by a competent licensed contractor.

Please see Appendix 12 for the Water Safety Plan.

4.3 NOISE

A draft Noise Management Plan has been included in in Appendix 9.

4.4 LITTER

Please see Appendix 8 for the Sanitation and Waste Management Plan.

4.5 LIAISON WITH LOCAL RESIDENTS

All reasonable efforts will be made to ensure that effective communication will be undertaken with the local residents via Residents' Associations. Festival Republic and Dún Laoghaire-Rathdown County Council have undertaken to liaise with Local Residents Groups throughout the planning process, during and post event.

Independent meetings and liaison with the local residents' associations and groups will take place on two evenings in March.

These include:-

- Pine Valley
- Taylors Hill Apartments
- Harolds Grange Cottages
- La Touche Residents Association
- Grange Wood Residents Association
- Marley Grange Residents Association
- Grangefield Residents Association
- Eden Park Residents Association
- Broadford Residents Association
- Brehon's Chair
- Heather Close Residents
- Lissadel Residents Association
- Hermitage Residents Association
- Kingston Residents Association
- Hermitage (Grange Rd) Residents Association
- Grangebrook Residents Association

RESIDENTS' HOTLINE

The resident's hotline number will be available as a facility for local residents to call in with any concerns, observations or complaints. Local residents will be encouraged to get in touch at any time and all of their concerns will be comprehensively considered. The hotline will be operational during the hours of the event and will be answered by Festival Republic Event Staff. Where necessary calls taken can easily be referred to the Security Coordinator, Event Controller or relevant Statutory Agency.

It is proposed that this facility will be operational from 11:00 – 00:30hrs on each of the event days.

All calls will be recorded and the following details will be noted.

- Name
- Address and Contact Details
- Complaint
- Action and Resolution

4.6 TRADERS

Details of all food traders including crew catering, ice cream vans, and staff catering will be submitted to the relevant statutory agencies prior to the event. All concession units will be registered with the Local Authority / Health Board in either Ireland or the UK.

CO-ORDINATION OF PUBLIC FOOD TRADERS

It is our intention that all food traders for ticket holders will be co-ordinated by: Newsrail Ltd. All details for food traders will be collected and will be held by Newsrail Ltd.

4.7 ENVIRONMENTAL IMPACT & MONITORING

Monitoring of the environmental impact of the event will be on-going, with particular consideration to the following:

- Disposal and build-up of litter
- Standards of sanitary facilities
- Noise levels
- Crowd build up outside of the venue
- Traffic congestion and unauthorised parking
- Where necessary track way will be utilised to minimise damage to the ground
- Festival Republic will engage a suitably qualified grounds manager to coordinate/manage the set-up & take-down to ensure minimal impact to the grounds.
- Prior to the commencement of building the bridges across the waterways Festival Republic will agree the positioning with Dun Laoghaire Rathdown parks department, giving consideration to the flora and fauna.

REMOVAL OF TEMPORARY STRUCTURES

The dismantling and removal of all temporary structure associated with the event, will commence immediately after the event finishes. Any agreed reinstatement works will also take place during this time. On event days, the curfew is 23:00hrs. No activity which is likely to cause a noise nuisance, will be carried out after this. This includes dismantling of the stage etc.

CLEAN UP

Post event the waste contractor will complete a full clean-up of the festival site; all litter will be removed from site and taken to an approved facility.

DAMAGE TO PROPERTY OR AMENITIES

It is not expected that there will be any damage to public property, facilities or amenities as a result of the event. However, should it be evident that that such damage has occurred as a result of the event, necessary repair and remedial works will be undertaken.

4.8 TOBACCO CONTROL

SALE OF TOBACCO

Tobacco kiosks on site will be registered for the sale of tobacco products and will comply with current legislation regarding display, offering for sale and age checks.

Retailers will store their tobacco out of view, within a closed container or dispenser only accessible by the retainer and retail staff. Self-service vending machines are prohibited onsite.

All retailers of tobacco products will be registered with the Health & Safety Executive (HSE).

TOBACCO CONTROL SIGNAGE

All working vehicles on site will have "No Smoking" signs visible in them and it will not be permitted for staff to smoke in these vehicles.

Enclosed structures will have "No Smoking" signs displayed. Any marquee style tent where concerts will be held will have no smoking signage displayed, this will be positioned above head height and clearly visible.

We will also put up "No Smoking" signage on portacabin doors (including loos), staff offices, and other enclosed staff areas.

All signage will carry the international "No Smoking" sign and will comply with the relevant legislation.

TOBACCO CONTROL

Smoking (including use of electronic cigarettes) will not be permitted inside any enclosed public or working tents, portacabins, structures (such as Front Of House and stage viewing areas) or near any fuel sources.

Security personnel will be briefed before events of their responsibilities to prevent public smoking in enclosed areas. Dedicated security personnel will be appointed to assist with tobacco control enforcement. Contact details for these personnel will be given to the Tobacco Control Section of the HSE prior to the event.

5 MANAGEMENT STRUCTURE

Please see Appendix 10 for the Operational Management Plan.

6 COMMUNICATIONS

6.1 RADIO SYSTEMS

Key staff will be issued with an event radio and instructions for radio use. All workers issued with radios will also be given a radio channel list which shows which channel everyone is on; this will enable our more experienced workers to liaise directly with each other minor issues.

6.2 LANDLINES

Landlines will be installed in the Licensing and Production Offices as well as in Event Control. A full telephone contact list for the individual Emergency Services and key event personnel will be held confidentially and circulated to An Garda Síochána and the Statutory Agencies in advance of the event.

6.3 WIRELESS NETWORKS

Wireless networks or equivalent will be installed for working personnel at various locations throughout the site, subject to survey.

6.4 EMERGENCY COMMUNICATIONS

Public information can be broadcast immediately at the stages by the Stage Managers, who will take instruction from Event Control. This could be used if required in the event of an emergency or major incident. Loud hailer can be used by security and stewards to give information direct to ticket holders.

Please see Major Emergency Plan in Appendix 1.

6.5 RECORD KEEPING

A log of key radio transmissions on the Event & Security Control channels will be made. Details of incidents and accidents onsite will be recorded in the Control log. Medical Control will also keep records and logs of their radio transmissions.

7 SITE PLAN AND SITE DESIGN

The site plans are, as with the Event Management Plan, a work in progress document. The finalised (as far as reasonably possible) will be circulated to the statutory agencies prior to the event. Safety provisions and access /egress plans are carefully worked out prior to the event. The plan uses a grid for ease of reference and takes sight lines, topography and crowd movements into account.

8 TRAFFIC

TRAFFIC MANAGEMENT PLAN

The Traffic Management Plan (TMP) has been drawn up for the Marlay Park Concerts and Longitude Festival following consultation with the relevant Statutory Agencies.

The TMP covers all aspect of vehicle and pedestrian access to and egress from the site during the load in and load out as well as for the event itself. The TMP includes arrangements for vehicle routes, public transport, pedestrian access, car parking and a traffic signage plan.

Please see Draft Traffic Management Plan in Appendix 11.