



Event Management Plan

Event: St. Patrick's Day Parade
Date: Tuesday 17th March 2026
Location: Dún Laoghaire



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INTRODUCTION

1.1. INTRODUCTION

This Event Management Plan (EMP) outlines the specifics for the St. Patrick's Day Parade in Dún Laoghaire, Co. Dublin, scheduled for March 17, 2026. It serves as a crucial document guiding the planning and execution of the event and should be consulted by all stakeholders and statutory agencies involved. The EMP is distributed to all relevant parties in advance for reference.

This Event Management Plan (EMP) may undergo modifications and enhancements throughout the event planning process, up to and including the event day, with any revisions typically being minor. Whenever feasible, all adjustments will be recorded and distributed, but stakeholders are advised to refer to the most recent version of the EMP for the latest updates. Available from ShowScope.

REVISION

This document is Revision : 2 of the Event Management Plan for the St. Patrick's Day Parade in Dún Laoghaire. Refer to the following versions:

REVISION	DATE	AUTHOR
REV 1	04/09/2026	ShowScope Ltd (MF)
REV 2	05/11/2026	ShowScope Ltd (MF & BMcL)

EVENT ORGANISERS

The organisers of this event are ShowScope Ltd on behalf of Dún Laoghaire Business Association. Their details are as follows:

ORGANISATION	KEY CONTACTS	CONTACT DETAILS
ShowScope Ltd	Brendan Mc Loughlin	Ph: 086 405 9785
ShowScope Ltd	Mark Fennell	Ph: 087 616 1025

ASSIGNED RESPONSIBILITIES

ShowScope is designated to manage this event and will supply personnel for the roles of Event Controller, Production Manager, Stage Manager, Chief Steward/Safety Officer, and local crew during the event.

ELEMENTS OF THE PLAN

This EMP has been drafted adhering to relevant legislation, regulations, guidelines, codes of practice, and bye-laws, encompassing the following essential elements:

- Event Information
- Crowd safety and management information
- Medical and stewarding plans
- Emergency and contingency plans

Confidential Data

Event arrangements may encompass sensitive and/or confidential information, which will not be shared with unauthorised individuals or the public. Certain details have been omitted from this EMP when deemed necessary; however, all essential personnel and relevant individuals will receive personal briefings.

CONSULTATIONS

During the event planning process, continuous consultations occur among the client, ShowScope Ltd., and the following parties:

- An Garda Síochána
- Local Businesses
- Dun Laoghaire Fire Brigade

EVENT MANAGEMENT

An Event Management team will be established for this event, with key roles designated and experienced personnel appointed to fulfil these positions. Each key individual will receive support from their colleagues within the Event Management Team as they carry out their duties and responsibilities.

The Event Controller, in collaboration with the Chief Steward/Safety Officer will oversee all event arrangements and work closely with the Event Management Team, volunteers, stewards, and An Garda Síochána. They will ensure the appropriate deployment of stewards and other necessary personnel both within and around the event space, ensuring adequate staffing levels.

The Event Controller will maintain overall control of the event unless a Major Emergency is declared, at which point, the primary response agency (PRA) such as An Garda Síochána, HSE, or Local Authority will assume command. In such instances, the Event Controller will make all available resources accessible to assist in managing the emergency.

All personnel will receive pre-event briefings outlining their roles, duties, and responsibilities. Key Event Management Personnel will then be responsible for briefing their respective teams accordingly.

1.2. EVENT DETAILS

EVENT OUTLINE

The St. Patrick's Day Parade is scheduled to occur in Dún Laoghaire on Tuesday, March 17, 2025. The parade primarily consists of local community groups, schools, and businesses.

Participants will gather at Newtownsmith Park, proceed along Queens Road, and conclude at The Victoria Fountain, located at the intersection of Marine Road and Queens Road. Large and small vehicle assembly will be situated on Queens Road between Link Road and Islington Avenue.

Given its outdoor nature, the event's success hinges greatly on favourable weather conditions.

Stewards will be stationed at key areas, and each parade group will be led by a designated marshal from their respective organisation.

On the parade day, the Safety Officer/Chief Steward will conduct visual inspections of vehicles or floats to ensure their suitability and may prohibit any activities, performances, or floats deemed unsafe or detrimental to the parade's overall integrity.

DATE AND DURATION

The parade takes place on Tuesday 17th March in Dún Laoghaire, starting at 11:00, with the last participants passing the VIP stand circa 12:00.

ATTENDEE PROFILE

The event will mainly consist of family groups and local residents.

EXPECTED WEATHER

The expected weather forecast for Tuesday 17th March 2026 will be sourced from www.metcheck.com

This will be closely monitored before and during the event.

ROAD CLOSURES AND TRAFFIC DIVERSIONS

In collaboration with An Garda Síochána, traffic restrictions and diversions have been coordinated. ShowScope Ltd. and/or An Garda Síochána will oversee full road closures in necessary locations within the designated areas.

To communicate these changes effectively, printed messaging signs and resources from An Garda Síochána and stewards will be utilised to implement and enforce the traffic restrictions and diversions on the day of the event.

GROUND CONDITIONS

The event takes place on Marine Road in Dún Laoghaire, Co. Dublin, where the ground conditions consist of external hardcore road surfaces. Spectator areas will predominantly be on a single level, and efforts will be made to maintain clear underfoot conditions to the extent feasible.

Drawings for this event are on-going through the planning stages. Included for this revision are as follows.

TITLE	SCALE	APPENDIX
Parade Route	NTS	Appendix
Parade Zones	NTS	Appendix
Assembly Layout	NTS	Appendix

PUBLIC INFORMATION

All event information is available from Dun Laoghaire Rathdown County Council.

ENTRY/TICKETING

This is a local free outdoor event with spectator areas managed by stewards and volunteers, however there is restricted access to the VIP viewing area.

LOST PROPERTY

Any discovered items will be submitted to Event Control and subsequently transferred to An Garda Síochána upon the event's conclusion. Information regarding any lost items will be recorded and relayed to both Event Control and An Garda Síochána.

1.3. EVENT MANAGEMENT TEAM ROLES & RESPONSIBILITIES

EVENT MANAGEMENT TEAM

Every member of the Event Management Team has defined responsibilities and tasks. The team will collaborate closely to ensure the effective and safe management of all aspects of the event.

The main Event Management Team roles for this event are as follows:

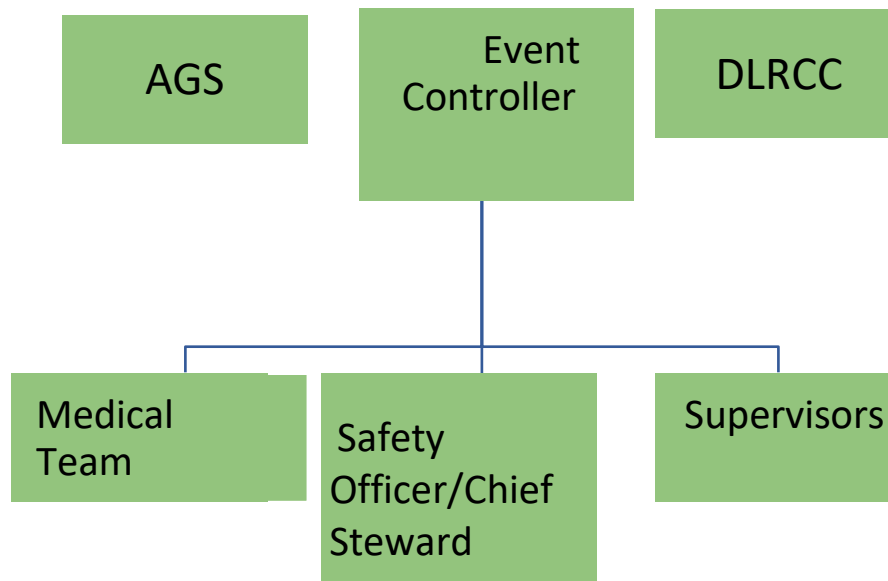
TITLE	NAME	ORGANISATION	CONTACT
DLRCC	TBC	DLR County Council	TBC
Event Controller	Brendan McLoughlin	ShowScope Ltd	Ph:086 4059785
Chief Steward/Safety Officer	Mark Fennell	ShowScope Ltd	Ph:087 616 1025
Medic	TBC	Red Cross	Ph: TBC
Garda in Charge	Sgt. Georgina S. Reilly	AGS	Ph: TBC
Fire Safety Provider	TBC	Abacus Fire and Safety	Ph: TBC

ADDITIONAL STAFFING

The operational aspects of the event are overseen by the following individuals, each possessing extensive experience in events:

TEAM	NAME/QUANTITY	ORGANISATION	CONTACT
Event Team	Brendan McLoughlin	ShowScope Ltd	Ph:086 4059785
Barriers	850	Actavo	Ph:
Communications	20	MRL	Ph:
PA/Sound	1	ShowScope Ltd	Ph:
Towing	TBC	ShowScope Ltd	Ph:
Waste / Clean Up	N/A	DLRCC & ShowScope Ltd	Ph:
Toilet Provider	15	Tufloo	Ph:
Traffic	N/A	An Garda Síochána	Ph:

MANAGEMENT STRUCTURE



EVENT CONTROLLER

The Event Controller's specific responsibilities encompass, but are not limited to, the following:

- Fully understanding the Event Management Plan.
- Fully understanding all pertinent legislation, regulations, codes of practice, guidance, and best practices.
- Attending and actively participating in meetings during the event planning phase.
- Ensuring adequate measures are in place for staffing, safety management, medical services, and all key elements of the event.
- Ensuring all staff members are properly briefed and equipped with necessary information to fulfil their duties.
- Coordinating and managing all event elements to ensure activities align with the agreed Event Management Plan.
- Managing both routine operations and emergency operations as needed.
- Making decisions as required to address situations arising during the event.
- Effectively engaging and consulting with all members of the Event Management Team to inform decision-making.
- Assisting in Major Emergency situations as necessary.
- Undertaking any reasonable tasks to ensure the event runs smoothly.
- Contributing to post-event reviews and reports.

CHIEF STEWARD/SAFETY OFFICER

The Chief Steward/Safety Officer's specific responsibilities include, but are not limited to:

- Understanding the Event Management Plan.
- Understanding all relevant Codes of Practice, Regulations, Legislation, Guidance, and best practices.
- Ensuring the implementation of all safety arrangements outlined in the Event Management Plan and relevant agreements.
- Preparing and delivering a structured and comprehensive briefing for relevant staff and stakeholders.
- Maintaining vigilant monitoring during the event.
- Monitoring crowd movements and potential build-ups.
- Implementing any necessary actions to address or prevent undesirable issues during the event.
- Establishing effective reporting and recording procedures and communicating them to staff in advance.
- Assisting in emergencies as required.
- Undertaking any reasonable duties necessary to ensure the event runs smoothly.
- Contributing to all Post-Event Reviews and Reports, with a particular emphasis on safety aspects.

ONSITE MEDIC

The specific responsibilities of the Medic include, but are not limited to, the following:

- Ensuring the implementation of all medical arrangements outlined in the Medical Plan and Event Management Plan, as well as any relevant agreements.
- Ensuring all medical provisions are on-site and operational as agreed upon before the event begins.
- Ensuring all medical personnel are present on-site and fit for duty.
- Ensuring the provision of an effective and efficient medical service.
- Ensuring medical coverage is provided during the agreed-upon times.
- Maintaining vigilant monitoring during the event.
- Reporting any crowd movements and build-ups to event control.
- Liaising with Event Control regarding all incidents, including any off-site transportations to local medical facilities.
- Implementing any necessary actions to address or prevent undesirable issues during the event.
- Reporting and recording any issues or potential issues encountered during the event.
- Assisting in an emergency as required
- Undertaking any reasonable duties as necessary to ensure the smooth running of the event
- Contributing to all Post Event Reviews and Post Event Reports with a particular focus on safety element

Stewards will be responsible for:

- Ensuring the safe and orderly accommodation of the public in viewing and circulation areas, prioritising the safety and comfort of all event spectators.
- Being knowledgeable about the Medical and Fire Safety arrangements.
- Familiarising themselves with the Emergency Plan, Procedures, and their designated duties in its implementation.
- Providing immediate access to Gardaí and other emergency services during emergencies.

- Controlling and directing public entry and exit, facilitating smooth crowd flow as directed.
- Demonstrating proficiency in identifying crowd densities, signs of distress, and crowd dynamics to facilitate safe dispersal and prevent overcrowding.
- Offering courteous assistance and information to the public as needed.
- Assisting at barriers and providing information to approaching event attendees upon request.
- Ensuring emergency access and egress routes remain clear and unobstructed at all times.
- Preventing climbing on fences and structures, promptly alerting the Chief Steward or Garda if assistance is required.
- Supporting Gardaí with crowd management when requested.
- Promptly investigating and reporting any disturbances or incidents.
- Immediately reporting any fires or emergencies to the Chief Steward or Garda.
- Recognizing potential hazards and suspicious packages, and promptly reporting such findings.
- Reporting to the Chief Steward if any damage that may endanger spectators is observed.
- Assisting lost persons following established procedure

1.4. INSURANCE

We want to assure our clients and partners that ShowScope Ltd. is fully committed to ensuring the safety and success of every event we produce. To this end, we have diligently secured comprehensive insurance coverage that encompasses all aspects of event planning and execution. Our commitment to safety and risk management is reflected in our comprehensive insurance portfolio, which includes €6.5m Public Liability Insurance and €13m of Employers Liability.

This ensures that our clients, participants, and all stakeholders are protected in the unlikely event of unforeseen circumstances. We are happy to provide further details or documentation upon request, reaffirming our dedication to transparency and professionalism in event management

Cover Letter in appendix.

2. SAFETY & OPERATIONS

2.1. EVENT SPECIFIC Safety Strategy

SAFETY POLICY

ShowScope Ltd. and DLR Co Co are committed to creating a secure environment for this event. This commitment will be upheld by managing all aspects of the event to enhance the safety of both spectators and participants, and by implementing comprehensive safety management systems for all event elements. Collaboration with the Event Management team, An Garda Síochána, medical personnel, volunteers, suppliers, and stakeholders will be instrumental in achieving this goal.

Throughout the planning process, ShowScope Ltd. and DLR Co Co prioritise the attendees' enjoyment within a safe environment. This entails various components, which are outlined below.

2.2. RISK ASSESSMENT

RISK ASSESSMENT

The risk assessments for this event have been formulated with the following considerations:

- Hazards may evolve throughout the event.
- Risk levels are subject to change, requiring continuous dynamic risk assessment by the Event Management Team during the event.
- The likelihood and consequences associated with specific identified hazards vary, primarily depending on the hazard's location, perceived risk level, and required level of control.

The thorough risk assessment process conducted for this event encompasses the following steps:

- Identifying foreseeable hazards.
- Assessing the risk level posed by each hazard in terms of potential harm or damage.
- Evaluating the likelihood and consequences associated with these hazards.
- Determining the necessary controls to eliminate or mitigate the risk, following the hierarchy of controls.

Consideration is given to design, information and management of the event elements to try to eliminate or at least minimise the risk. The findings of the risk assessment will be continuously updated and documented on the worksheets.

It's acknowledged that the risk assessment conducted in conjunction with this event management plan does account for hazards and risks stemming from structural elements within the event space. However, the Event Management team cannot and will not assume responsibility for hazards and risks beyond their control, including:

- Pavements and kerbs in place
- Ground conditions underfoot
- Permanent walls in place
- Permanent or non-event fencing and railings
- Street furniture
- Risks associated with building elements on adjacent public premises/buildings/sites
- Fire, explosion, or toxic risks from such premises/sites

2.3. BUILD, BREAK, TEMPORARY STRUCTURES

EVENT LAYOUT

The pedestrian participants will assemble in Newtownsmith Park – Vehicular participants will be staged on Queens Road between Link Road and Islington Avenue Junctions.

The Parade route is divided into three zones starting at the assembly area, as follows:

Zone 1: Newtownsmith Park

Zone 2: Viewing Gallery @ Peoples Park

Zone 3: The Queen Victoria Statue where Queens Road meets Marine Road

Vehicles

- 19 Vehicles
- 0 custom Floats
- Red Cross will have X ambulance vehicles.
- DLR County Council will have 2 vehicles
- ShowScope Ltd – 1 x Artic Truck, 1 x Luton van & 1 x SUV Event Car

As pedestrian participants depart Newtownsmith Park they will meet up with any relevant vehicles participating and they will then proceed together on the parade route along Queens Road. Due to the nature of the event and the environment all participants have been briefed in advance of the event and advised to prepare for mixed weather and wear suitable clothing and footwear. All participating groups must provide adequate supervision of any/all minors. An adult to child ratio of 1:10 will be applied. Each group will have a designated leader who will act as marshal for that group.

All vehicles will have been advised by DLR Co Co to have adequate and sufficient safety features/procedures established to ensure the safety of any participants travelling in or on the vehicle. ShowScope will carry out a visual inspection of the vehicles before they leave the assembly area.

The parade route is on the Queens Road and passes mostly residential/Offices/Public buildings of Dún Laoghaire sea front. It is all generally flat roads and passes through a roundabout at the finale. The actual route of the parade will be on the Queens Road surface and a safe route will be provided for participants.

Adequate barriers will be used throughout the route for safety and security reasons; these will be always manned by the stewards, further to this there will be adequate supervision from the Event Management Team.

The road closures are in the process of being arranged locally with An Garda Síochána and will be managed on the day of the parade by the Gardaí in conjunction with the Event Management Team to ensure a safe and proficient event.

TEMPORARY BARRIERS

Crowd control barriers (CCB's) will be deployed at strategic locations to either prevent access to unauthorised areas or aid in crowd management. These barriers will be installed starting at 06:00 on March 17th and will be dismantled promptly after the parade.

All crowd control barriers will be sourced from a reputable provider and will be adequate for their intended use.

BLOCKER VEHICLES

As part of our event management plan for the St. Patrick's Day Parade in Dún Laoghaire, blocker vehicles will be strategically positioned to ensure public safety and secure the parade route. These vehicles will be placed at key access points, including Link Road, Islington Terrace, Park Road, and the junction of Newtownparksmith and Link Road. Their primary function is to prevent unauthorized vehicle access, ensuring a safe environment for parade participants and spectators. Each blocker vehicle will be manned and will coordinate with event security and local authorities to respond to any incidents. Proper signage and advance notice will be in place to inform the public of road closures and traffic diversions.

STAGING AND TEMPORARY STRUCTURES

Please see below detail of all structures on site:

STRUCTURE	SIZE	RESPONSIBLE SUPPLIER
Existing Balcony across from Cafe where 4 x temporary EazyUp Tents will be erected for invited guests.	12m wide X 3m deep	ShowScope Ltd.
A raised steel deck structure will be assembled to create a tiered seating layout	12m wide x 4m deep	ShowScope Ltd

These tents are constructed and assembled by competent personnel.

The structure's will be removed after the parade.

Precautions will be taken to monitor weather conditions for build and break, as well as the actual event, and where required the temporary structures will be restricted or decommissioned until such a time that they are safe to use.

SIGNAGE

Temporary event-specific signage and notifications will be created and installed specifically for this event. These signs will be positioned in all affected areas starting from March 10th to communicate road closures for the event. Whenever feasible, signage will be affixed to permanent street fixtures such as lampposts, as well as temporary event infrastructure like crowd control barriers.

Additionally, appropriate build and break signage will be placed on-site to ensure compliance with regulations and best practices.

All signage will be taken down after the event concludes and all activities have ceased, or when the event break is concluded.

The build for the Parade will commence on Monday 16th March.

Crowd control barriers (CCB's) and cones will be delivered at approx. 18:00hrs on 16th March 2026 and distributed by site crew along the Parade route.

All contractors/suppliers working on site will receive a site-specific induction before commencement

of works.

DERIG

The derigging process for this event will commence promptly after the event, following instructions from the Event Controller. Vehicles will not be allowed to move unless authorised by the Event Controller. All event components will be cleared from the site prior to the roads reopening.

DAMAGE TO PROPERTY

No element of the event should specifically give rise to damage being caused to any property in and around the event site.

2.4. CROWD SAFETY AND MOVEMENT

EXPECTED ATTENDANCE

The Parade is expecting an attendance of +/- 10,000.

ENTRANCES AND ENTRY ROUTES

The main routes for access for spectators are on Marine Road, through the walkways between the library and Peoples Park, along the pedestrian walkways adjacent to the retailers and eateries along Queens Road as well as from the pier and all pedestrian access routes from Queens Road upper and lower. All routes will be manned by stewards with the support of An Garda Síochána.

Once the participants are ready to proceed along the route, having collected any relevant vehicular participants, they will walk towards the (now closed) Fish Shack and effectively begin the parade. Traffic restrictions will be in place.

All main access routes will be manned by Gardaí and/or stewards who will control traffic movement. Routes will be established so fire, ambulance and all other emergency services can gain access. This will be managed and communicated by Event Control.

EMERGENCY ACCESS

All emergency services will be furnished with comprehensive event information, including details of all road closures and diversions.

Access for emergency vehicles can be coordinated through consultation with Event Control. In areas with restrictions, stewards will need to establish an access route by clearing barriers and ensuring spectator clearance if access is required.

Emergency services are encouraged to communicate in advance with Event Control.

Failure to provide advance communication via Event Control may hinder or delay access for emergency vehicles. Stewards are briefed not to grant access without prior authorization from Event Control, in adherence to safety and security protocols.

CIRCULATION AND EVACUATION ROUTES

All circulation and evacuation routes will be always maintained free of obstruction during the event. The parade will only be viewed from Queens Road and spectators can circulate throughout these spaces without restrictions, however subject to possible crowd congestion in various locations.

There will be notices erected on Queens Road and in applicable areas on the main parade route

from 14th March 2026 informing people of the road closure.

EXITS AND EMERGENCY EXITS

All exit methods will be supervised by stewards who will be in position 1 hour before the parade starts and who will be present to monitor, regulate and manage the crowd. All surrounding roads off Queens Road will be used for emergency evacuation if applicable.

Consideration has also been given to the egress of residential and businesses along the parade route.

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

Spectators and participants can exit the event space via any of the exits / routes in situ. During an emergency the crowd will exit through the nearest exit / route available and this may be to a place of safety initially however will lead to an evacuation route.

LOST CHILDREN

The following announcement will be made over the PA at the VIP area in the event of a lost child:

Lost Child comes to us:

"Attention Parade-goers! We have a lost child at [location]. If you are missing a child, please come to the viewing stand across from Happy Out Cafe immediately. For everyone's safety, please keep an eye on your little ones. Thank you!"

Lost child guardian comes to us:

"Attention Parade-goers! We have a report of a missing child. The child's name is [child's name], [age] years old, wearing [description of clothing]. If you see [child's name] or have any information, please bring them to the viewing stand across from Happy Out Cafe or notify a staff member or a member of AGS immediately. Thank you for your help!"

2.5. SECURITY / STEWARDS

CONSULTATION

The stewarding for this event have been finalised following consultations involving the Event Controller and An Garda Síochána. These requirements have been informed by relevant experience, expertise, site visits, and multiple meetings.

STAFFING

TEAM	QTY
Event Management Team	5
Chief Steward	1
Event Team Members	15
Stage Manager	2

Stewards	30
An Garda Síochána	27 (tbc)

LOCATIONS

The stewards will ensure the following locations are always covered as per plan. Periodic checks will be completed of these positions to confirm cover:

- Emergency
- Assembly
- Temporary Structures
- Any unavoidable slip/trip hazard areas
- Appropriate locations as designated
- All Intersections
- All cross over points on the parade route

BRIEFINGS

The Chief Steward will participate in the event day briefing (@ 09:10 in Newtownsmith Park) and subsequently oversee the delivery of cascade briefings, ensuring that all stewards understand their responsibilities and duties and effectively convey them to their teams.

2.6. MEDICAL PROVISIONS

All medical arrangements will be coordinated by Red Cross in consultation with the Event Controller.

Hospital	Address	Telephone No
St Vincent's	196 Merrion Road, Elm Park, Dublin	01 2214000
St James	James Street Dublin 8	01 4103000
Mater	Eccles Street, Dublin 7	01 8032000
Beaumont	Beaumont Road, Beaumont, Dublin	01 8093000
Connolly	Mill Road, Abbottstown, Dublin	01 6465000
Tallaght	Belgard Square, Tallaght, Dublin	01 4142000
Loughlinstown	Bray Road, Loughlinstown, Dublin 18	01 2825800

2.7. FIRE SAFETY

All reasonable fire safety precautions will be taken during this event. Dun Laoighaire Fire Brigade have been informed of the event and will be consulted regarding the necessary arrangements.

CAPACITIES/EGRESS/INGRESS

To ensure safe exiting of attendees in the case of an emergency, the Event Controller will ensure all Staffing and Communication methods are in place and free from obstruction prior to the parade starting.

EQUIPMENT STANDARDS

ShowScope Ltd. will consult with Abacus Fire Safety, a professional fire safety company to organise for adequate fire equipment adjacent to each electrical installations/tech & Production and were deemed relevant. These will comprise of 2 x fire extinguishers per stand and will be placed in appropriate locations if use is required.

VENDORS

There will be no vendors at this event.

GAS INSTALLATIONS

There will be no gas concession units operating at the event.

SPECIAL EFFECTS / PYROTECHNICS

There will be no special effects / pyrotechnics utilised.

GENERAL AND COMBUSTIBLE WASTE

Combustible waste and general waste produced as part of this event will be removed as and when required to prevent any build up. This will be the responsibility of DLR County Council Operations team and will be monitored by the Event Staff and the Safety Officer.

PLANNING FOR FIRE SERVICES

Dun Laoighaire Fire Brigade will receive this EMP. They will be invited on site to complete a Site Survey and walk-through of the planned event space prior to the event.

They will also be invited to visit the parade zones on the day prior and day of the event to familiarise themselves with where all event elements have been located as well as the best access routes for them to use, should it be necessary.

SMOKING

Under the Public Health (Tobacco) Acts, it has been illegal to smoke in all enclosed workplaces. All Staff working on site will be briefed and this will be monitored on site by all management staff.

2.8. ELECTRICAL INSTALLATION & LIGHTING

GENERATORS

No generators will be used during the event.

LIGHTING

As the Parade is during the day no additional temporary lighting is required.

2.9. FOOD & DRINK SAFETY

FOOD & DRINK VENDORS

There will be no Food/Drink vendors trading at the event. As the Parade is directed along Marine Road in Dún Laoghaire, spectators are encouraged to use the local existing food establishments.

WATER / HYDRATION

Bottled water will be on sale in local businesses.

2.10. SANITATION

There will be temporary portable toilet facilities provided at the following locations for the duration of the event.

LOCATION	STANDARD PORTABLE	ACCESSIBLE PORTABLE	URINAL	VIP TRAILER	SUPPLIER
Cobbled Area where Queens Road meets Park Road	5 unit	1 unit	N/A	N/A	Tufloo
Participant Assembly Area @ Newtownsmith Park	1 unit	1 unit	N/A	N/A	Tufloo
Across from Lexicon Library	5 unit	1 unit	N/A	N/A	Tufloo

Antibacterial Hand Sanitiser units will be available in each Toilet area.

2.11. LITTER / WASTE MANAGEMENT

On event day all waste management queries and directions will be managed by Event Control who will then liaise directly with DLR County Council.

WASTE MANAGEMENT

DLR County Council is responsible for waste management for this event. They will be operational through all the zones and the assembly to the periphery roads.

WASTE STORAGE AND REMOVAL

DLR County Council will be providing the waste infrastructure and removal of waste from the site.

VENDORS

There are no food vendors trading at this event.

2.12. ENVIRONMENTAL PROTECTION

NOISE

As the event is being held in an area with residential and business premises, all noise will be for a limited period and shall not cause any unreasonable disturbance to any nearby noise sensitive premises.

Any requests to officially measure sound levels will be done in accordance with “ISO 1996-1:2007: Acoustics – Description and measurement and assessment of Environmental Noise”.

VIBRATION

There are no elements of the overall event that give rise to any exposure to vibration.

PROTECTION OF FLORA & FAUNA

There are no elements of the overall event that give rise to any exposure to flora and fauna.

2.13. TRAFFIC MANAGEMENT

CONSULTATION

The traffic management arrangements for this event have been pre-established by DLR Co Co and delivered to the relevant parties for discussion.

ROAD CLOSURES

An Garda Síochána will be managing the traffic movement at predetermined significant points and will have uniformed Gardaí stationed there. The stewards will be managing local diversions and access.

Access for residents and businesses will be maintained for as long as possible and it is aimed to re-open roads as quickly as possible after the Parade once it is safe to do so.

Traffic coming from Glasthule Road can drive down Link Road and continue on East on Queens Road. Islington Avenue will be closed from 06:00 until just after the parade starts and the Newtownsmith Park and adjoining road is clear from parade participants. Local access only during closure times. .

Park Road will be closed from the north Junction at Marine Terrace. Peoples Park vehicular traffic exiting the park will be directed up Marine Terrace.

The Pavillion car park entrance will remain open, but vehicular traffic will only be permitted to exit up to 5 mins before the parade starts via a dedicated line lane along the existing cycle lanes.

Access to Harbour Road from Queens Road will be reserved for parade traffic. Participants will be directed to the harbour yard where they can be met by parents or other group leaders.

DIVERSIONS

No vehicular traffic, except for emergency and event vehicles, will be allowed to access the route once the Parade has commenced.

PUBLIC TRANSPORT

Public Transportation will not be affected by this event as there are no services on the parade route.

It is expected that a large proportion of the spectators for this event will be locals and as such will arrive on foot.

PARKING

There is no designated parking for this event. Participants are asked to congregate their groups at a locality within walking distance of Newtownsmith Park. On street parking is available in the vicinity.

PARKING RESTRICTIONS

There will be no public parking on Queens Road in Dún Laoghaire and along the Parade route.

EMERGENCY ACCESS

Emergency access, if required, will be facilitated as a priority through the nearest access point in consultation with Event Control. All routes will be kept clear of obstruction.

DELIVERIES TO SITE

No movement of vehicles will be permitted within the event site for deliveries during the event.

3. POLICIES & PROCEDURES

3.1. EVENT CONTROL & COMMUNICATIONS

EVENT CONTROL

Event Control unit will be based adjacent to the viewing area. This will be the meeting point for the following key decision makers of the event.

- Event Controller
- Chief Steward
- Senior Garda Officer
- Medic
- Technical Support/Audio
- Any or all persons that the Event Controller deems necessary

It will have the necessary resources provided to allow for communications via radio and phone. There will be no CCTV or visual vantage points from the Event Control Location.

Event Control will manage all actions of the parade and will have clear communications with both working personnel, stewards and An Garda Síochána members, as well as external communications via the PRA's.

In the case of a serious or potential Major Emergency the Emergency Team, which consists of the following will convene:

- | | |
|---------------------|--------------------------------|
| ▪ Event Controller | ▪ Chief Steward/Safety Officer |
| ▪ An Garda Síochána | ▪ Medic |

The above will make all necessary decisions until such a time that a Transfer of Primacy is required to the applicable statutory agency.

RENDEZVOUS POINT

Event Control will serve as the rendezvous point for key staff at the event.

Effective communications are key to the effective and efficient safe management of the event.

CCTV

There will be no CCTV for this event.

COMMUNICATIONS

Communication between the Event Management Team and those working on the event is a key component to the Safety Management of the event. The main communications method for this event will be digital two-way radios, which will be monitored and routed through Event Control as appropriate.

Radios will be allocated to ensure the efficient and effective safe management of the event. External and internal phones will also be used as a secondary method of communication.

During the event, there will be multiple methods of communicating with the participants and spectators. They include the following:

- Public address system with speakers located at key points
- Megaphones will be utilised if required

RADIO COMMUNICATION

Communication between the Event Management Team and those working on the event is a key component to the Safety Management of the event. The main communications method for this event will be digital two-way radios, which will be monitored and routed through Event Control as necessary.

Radios will be allocated to key members of staff.

PUBLIC ADDRESS SYSTEM

There will be a public-address system in use on event day located at the viewing area.

MEGAPHONES

There will be megaphones available for use as required and security will be briefed on pro-active communications with attendees. These will be positioned at key areas along the route.

LOST AND FOUND

Any items found should be handed into Event Control if possible, who will then pass to An Garda Síochána. Or alternatively returned to DLR County Council after the event who will then pass to An Garda Síochána.

3.2. EMERGENCY PLANS

EMERGENCY CONTROLLER

The Emergency Controller, in the event of an emergency and following a Transfer of Primacy from the Event Controller, has specific responsibility for the implementation of the Emergency Management Plan appropriate to the given situation.

The Emergency Controller may, as required, be one of the following:

- Senior member of An Garda Síochána
- Senior Fire Officer
- Senior Ambulance Officer

The plan of all Principal Response Agencies would be implemented in the event of a declared Major Emergency.

The objective of the Emergency Plan is to outline the procedures to be adopted in the event of an emergency being declared at the event, or somewhere with proximity such that it has an impact on the event and the safety of those in attendance.

POTENTIAL SITUATIONS

Emergency situations, by their nature, can take many forms and may comprise of many elements. Here are some emergency situations examples, which have been known to occur at events.

- Weather
- Environmental Issue
- Fire
- Crowd Disorder
- Structural Compromising / Collapse
- Explosion
- Bomb Threat

KEY COMMUNICATION POINTS

In the event of an emergency, the following are key communication points:

- Location of the actual emergency
- Staff on scene – numbers and competencies
- Assessment of casualties and risks

DEFINITIONS

A **serious incident** can be defined as circumstance or potential circumstance, which has caused or has potential to cause, injury to people or damage to property or the environment which can be managed by the resources immediately available on site such as stewards/security, medical and/or Emergency Services. Examples include:

- Outbreak of small fire
- Minor crowd disorder
- Medical incidents affecting an individual or small number of people

An **emergency** can be defined as circumstance or potential circumstance, which has caused or has potential to cause, serious injury to people or damage to property or the environment requiring an immediate response including the deployment of resources from the event management team and/or principal emergency services (An Garda Síochána, Ambulance service, Fire service or Irish Coast Guard). The principal emergency services will be requested to assist in the response and will work in conjunction with event management.

A **major emergency** can be defined as circumstance or potential circumstance which has caused or has potential to cause severe injury and/or loss of life and which is beyond the capabilities of resources on site and/or additional available resources brought in to assist.

Under a Framework for Major Emergency Management a Major Emergency is defined as:

“any event which, usually with little or no warning, causes or threatens death or injury, serious disruption of essential services or damage to property, the environment or infrastructure beyond the normal capabilities of the principal emergency services in the area in which the event occurs, and requires the activation of specific additional procedures and the mobilization of additional resources to ensure an effective, coordinated response”.

ACTIVATION OF EMERGENCY PLAN

During all normal operations management and control of the event rests with the Event Controller. If a situation occurs which is beyond the normal capabilities of the Event Management team to manage, after consultation with key personnel including:

- Safety Officer/Chief Steward
- DLRCC Events Team

The Event Controller will consult with a DLR County Council representative and advise that a Transfer of Primacy may be required. The Transfer of Primacy will state that when the Emergency Plan is implemented due to an incident occurring, the event management team will no longer manage the event.

DLR County Council will consult with the Principal Response Agency (PRA) advising them of the situation, and the PRA's will coordinate an effective response. A major emergency will then be declared by the lead PRA representative if required.

In practical terms, a Major Emergency exists when it is apparent that the safety management and medical management resources in place at the event are not sufficient and external resources will be required.

EMERGENCY CONTROLLER

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

LOCATION OF EMERGENCY

The location of the actual emergency must be clearly identified by the Emergency Controller before deciding which options in the emergency plan are to be activated.

FACILITIES

The Event Controller shall ensure that all facilities and staff required for the emergency are made available.

DIVERSION

If the Emergency Controller considers that a full (or at least substantial) diversion is required, he/she will inform the Event Controller and Chief Steward/Safety Officer, who will assist with the management of the diversion. This decision can only be taken on the occurrence of an agreed major emergency. All patrons will be directed away from the emergency towards the nearest emergency route, which may be manned.

EMERGENCY ACCESS ROUTE

All relevant emergency services will be made aware of the emergency routes in advance of the event. This happens as part of the event management planning process. All responding emergency vehicles will access via the most appropriate access route, depending on the emergency and its location. There will be regular communications with Event Control to allow for adequate support for access from event personnel.

The designated emergency access routes are agreed between the relevant parties and will be communicated to all applicable parties at the event day briefing.

All road diversions will be maintained while allowing unrestricted access to emergency vehicles. Caution must be exercised by emergency vehicles as the event space may still be crowded with attendees including children.

An Garda Síochána and stewards will maintain that emergency vehicle access is kept clear, within the location perimeters, during the event and pending the arrival of emergency services.

FUNCTIONS

The functions of the Local Authority (DLRCC), the Gardaí and Health Service Executive in the event of an emergency at the event are in accordance with those set out below. Generally, the emergency service's Major Emergency Plan will be produced by Gardaí, Emergency Planning Office, Fire Service and Ambulance Service.

The Event Organisers and Management Team

The functions of the Organiser shall be:

- To place all facilities in the location at the disposal of the Emergency Controller
- To provide areas suitable for collection of casualties, first aid treatment etc
- To provide drawings of the location to the Emergency Controller
- To place all available personnel at the disposal of the Emergency Controller.

Gardaí Síochána

The Gardaí shall carry out their functions in accordance with the provisions of the plan and in addition they shall operate in accordance with their own codified instructions:

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

Local Authorities

The Local Authority shall carry out all its functions in accordance with the provisions of the plan, as well as:

- Activation of the plan
- Maintenance of all services during the emergency
- Accommodation and welfare of evacuees and persons displaced by the emergency
- Provision of food and rest facilities for personnel responding to the emergency

Dun Laoghaire Fire Brigade

Dun Laoighaire Fire Brigade shall carry out all its functions in accordance with the provisions of the plan, as well as:

- Activation of the plan
- Extinction of fires
- Containment, neutralisation and clearance of chemical spills and emissions
- Protection of rescue of persons and property
- Provision of access to the site of the emergency
- Forensic support for Gardaí
- Advise on evacuation
- Site clearance, demolition, clean-up operations, removal and disposal of debris
- Control and direction of activities of all agencies within the “Danger Area” at an emergency

HSE

HSE shall carry out all functions in accordance with the provisions of the plan, as well as:

- Declaration of a Major Emergency and notifying the other two relevant principal response agencies
- Activation of predetermined procedures/arrangements in accordance with its Major Emergency Mobilisation Procedure
- Acting as lead agency, where this is determined in accordance with Appendix F7 (of the Framework), and undertaking the specified coordination function
- Provision of medical advice and assistance
- Provision of medical aid to casualties at the site
- Triage of casualties, and assigning them to hospitals for evacuation

- Casualty evacuation and ambulance transport
- Provision of hospital treatment
- Provision of psycho-social support to persons affected by the emergency
- Certification of the dead
- Support for An Garda Síochána forensic work
- Support for the Coroner's role
- Provision of community welfare services
- Clinical decontamination and decontamination of contaminated persons on arrival at hospital
- Advising and assisting An Garda Síochána and Local Authorities on public health issues arising
- Exercising control of any voluntary or other service which it mobilises to the site
- Monitoring and/or reporting on the impact in its functional area of any emergency/crisis which falls within the ambit of a "National Emergency", and coordinating/undertaking any countermeasures in its functional area which are required/recommended by an appropriate national body
- Any other function, related to its normal functions, which is necessary for the management of the emergency/crisis
- Any function which the On-Site Co-ordinating Group requests it to perform; and,
- Maintaining essential health services during the Major Emergency

3.3. EMERGENCY PROCEDURES

RESTRICTING OPERATIONS

Every effort will be made to ensure that the parade proceeds smoothly; it is imperative to plan for all unforeseen circumstances to ensure public safety. It may be necessary to stop, curtail or limit the event in the interest of safety. If an event must be stopped, curtailed or limited, it will only occur upon the direction of the Event Controller.

There are certain factors that will be considered when deciding to stop, curtail or limit the event these are as follows:

- Advice from the Chief Steward/Safety Officer
- Advice from the Medical Coordinator
- Advice from the Statutory Agencies

INCLEMENT WEATHER

The event is outdoors and therefore exposed to all the weather elements. There are no facilities specifically for shelter provided by the event organisers. Stewards will be briefed to assist where possible and without endangering themselves.

PRE-EVENT

The wind rating on all structures will be established pre-event with all the suppliers and an action

plan developed. The wind will be monitored using a wind station on site and monitoring adequate weather apps.

ShowScope Ltd. will monitor the forecasts and communicate directly with Met Eireann if required to establish the most accurate forecast, and to take guidance from the advisory service available.

Ground Conditions will be checked however as the route is on the road the ground conditions are mostly hard standing/tarmacadam.

DURING THE EVENT

Weather conditions will be continuously monitored and noted. If adverse weather conditions occur the Event Controller, in consultation with the Chief Steward/Safety Officer, will decide if the event should be temporarily postponed or cancelled.

In the event of extreme conditions, sudden heavy rain or wind etc. the following will occur:

Event Control will communicate with the Chief Steward/Safety Officer and key personnel and advise of actions.

Stewards and event team will direct participants/spectators away from any temporary infrastructure and advise them to take shelter where possible.

The Red Cross will review and communicate if required.

Emergency announcements will be made to advise participants/spectators to evacuate the area as required.

Event control will continue to monitor the conditions and when safe to do so the Event Controller will decide if the event can resume or to cancel completely.

FAILURE OF EQUIPMENT

The contractor will carry out pre-event inspections early to determine all equipment is working correctly. Report to Event Control if attention is needed. The Event Controller will decide promptly to replace if repairs are not successful.

The Chief Steward/Safety Officer will visually inspect all temporary structures, check submitted paperwork and consult with the independent contractor where applicable.

DELAYS

The Event Controller will try to ensure that there are no delays to the start however will have Key Personnel briefed just in case.

Stewards will be in fixed positions throughout the event space to monitor the progress.

The Event Controller will communicate with the Senior Garda Síochána present to establish assistance if required.

PRE-EVENT

In case of cancellation the Event Controller will inform all key personnel and Statutory Agencies and the communication plan will be activated to contact external parties. Event Control, on direction from the Event Controller will:

- Inform all key personnel of the cancellation who will in turn ensure that all personnel, event stewards and all other relevant parties are briefed before initiating cancellation
- If staff are on site already, send out a radio alert to all personnel that the event is being postponed/cancelled
- Instruct the PA announcer and/or personnel with loud hailers to make the following announcements informing any public who may be present:
 - ***“Ladies and gentlemen, we regret that for reasons beyond our control, today’s event has been postponed / cancelled. We apologise for any inconvenience. Thank you for your support and patience”.***
- Consult with Event PR team where applicable regarding messages on social media.
- Monitor any areas where spectators may have gathered
- Provide information to Chief Steward relating to the event
- Notify the Gardaí if any crowd disturbances arise

Event stewards will adopt the following procedures:

- Prohibit admittance to unauthorised locations
- Keep emergency routes clear
- Remain courteous to all attendees and provide information to them when requested

DURING THE EVENT

In case of cancellation the Event Controller will inform all key personnel and Statutory Agencies and the communication plan will be activated to contact external parties. Event Control, on direction from the Event Controller will:

- Inform all key personnel of the cancellation who will in turn ensure that all personnel, event stewards and security are briefed before initiating cancellation
- Send out a radio alert to all personnel that the event is being postponed / cancelled
- Instruct the PA announcer and/or personnel with loud hailers to make the following announcements informing any public who may be present:
 - ***“Ladies and gentlemen, we regret that for reasons beyond our control, today’s event has been postponed/cancelled. We apologise for any inconvenience. Thank you for your support and patience”.***
- Provide information to Chief Steward relating to the event
- Notify the Gardaí if any crowd disturbances arise
- Consult with Event PR Team regarding messages on social media.

All key personnel will supervise and assist:

- Attendees external to the event space on proposed ingress into the venue.
- Manage crowds to ensure a calm and control egress and avoid contra-flows forming
- Instruct concessions to shut down
- Remain courteous to all and provide information to them when requested
- Keep emergency routes clear

3.4. EVENT HEALTH & SAFETY DOCUMENTATION & INSPECTIONS

TESTS AND INSPECTIONS

It is the responsibility of ShowScope Ltd. to ensure that all appropriate tests and inspections are carried out at all stages of the event.

PRE-EVENT

During the planning phase of the event the Safety Officer will:

- Ensure that all relevant Statutory Agencies and stakeholders are aware of and expressly agree to everything in the event management plan
- Manage all contractors, ensuring adequate provisions, arrangements and documentation are in place regarding safety
- Ensure that any build elements, are carried out safely and adequately, that all safety documentation is provided and, where required, that all structures and installations are certified for use

PRE-SHOW

In advance of the event opening to the public, the Safety Officer will:

- Ensure sufficient numbers of personnel and stewards are on hand
- Ensure all medical and fire-fighting arrangements are in place
- Ensure all signage is in place
- Ensure all entry and exit routes are free from obstruction and trip hazards
- Ensure that all emergency exits and routes are fully operational
- Ensuring all public-address systems are functioning
- Ensuring all generators are functioning and that any backup generators are in position and functioning
- Ensure there is no build-up of combustible waste
- Ensure there is no hazardous waste materials on site

DURING

During the event, the Safety Officer will:

- Monitor crowd movement
- Respond to any incidents or accidents
- Monitor the event site for any changes that may represent a safety issue
- Ensure the status of all elements remain the same
- Ensure all staff members are playing their part in ensuring safety

EVENT END

As the event finishes, the Safety Officer will:

- Monitor egress, ensuring all spectators exit from the area safely
- Ensure the event break down of any elements is done in a safe manner
- Ensure the removal of any combustible waste
- Ensure that all event documentation has been completed and is in the event file in Event Control.
- Ensure the event site is reinstated as per event management plan.

3.5. STAFF HEALTH & SAFETY PROCEDURES

Under Section 8 of the Safety, Health, and Welfare at Work Act 2005 the employer has a duty to ensure employees' safety, health and welfare at work as far as reasonably practicable. All contractors on site will be required to follow this legislation with their employees.

Management will ensure that there is provision for:

- Welfare facilities for all employees on site including break out area and sanitary facilities.
- Provide and maintain a safe workplace which uses safe plant and equipment
- Prevent risks from use of any article or substance and from exposure to physical agents, noise and vibration.
- Prevent any improper conduct or behaviour likely to put the safety, health and welfare of employees at risk
- Provide instruction and training to employees on health and safety on site.
- Providing protective clothing and equipment to employees where required.

Employees on site will be expected to follow Section 13 of the act. This includes:

- Taking reasonable care to protect the health and safety of themselves and of other people on the event site.
- Not to engage in improper behaviour that will endanger themselves or others
- Not to be under the influence of drink or drugs in the workplace
- To report any defects in the place of work or equipment which might be a danger to health and safety.
- To report any incidents during the build phase and during event live with the management team.

3.6. ACCESSIBILITY

ACCESS TO VENUE

People with limited mobility can access the event space by any of the access points as all are hardcore surfaces.

PARKING

There will be limited accessible parking available in the open area behind the Ferry Terminal at The Royal Irish Yacht Club. This parking will be for those persons who need to collect younger participants of the parade. The groups will be given prior notice of these arrangements.

GUIDE DOGS

Access for guide or assistance dogs will be permitted.

SANITARY PROVISIONS

Each toilet area will include a portable accessible toilet and changing facilities. The stewards in these locations will be briefed to monitor and ensure these are being used correctly.

CHANGING FACILITIES

There will be no temporary mobile changing room at this event due to its short duration.

SUPPORT

Stewards and Volunteers will be briefed prior to the event on methods of support for people on site and facilities available.

3.7. SUSTAINABILITY

By staging a sustainable event ShowScope Ltd. and DLRCC means to promote the use of resources in an efficient and responsible way. ShowScope Ltd. and DLRCC aim to reduce the negative impact of the event on the environment and create a positive social and economic impact. To achieve these goals ShowScope Ltd. and DLRCC has looked at reducing waste on site, using recyclable materials where possible.

Contractor: Dun Laoighaire Business Association	Name: Showscope Ltd	Address: Deepdales, Southern Cross Road, Bray, Co Wicklow. A98 PN12	Tel: 086 4059785
			E-mail: info@showscope.ie
Project Name	Dun Laoighaire St. Patricks Day Parade 2026		
Description of the Task/Activity	Load in, set up and strike barriers, PA, signage, temporary tents etc. for The 2026 Dun Laoighaire St. Patricks Day Parade. Parade runs from 11:00am to 12:30pm. Barriers will be left in bails on Monday 16 th March Time TBC		
Site Address/Location:	Marine Road, Dun Laoighaire, Co. Dublin	Start Date/Time:	06:00 on Monday 17th March 2026
		Finish Date/Time	18:00 on Monday 17th March 2026
ON SITE PROJECT MANAGER Other Personnel Involved Apprentices/Sub Contractors etc.	Name	Role/Trade	
	Mark Fennell	Production Manager / Head of Build	
	Brendan McLoughlin	Event Controller 086 4059785	
	Zoe Reynolds	Stage Manager	
	TBC	Assistant Stage Manager	
	TBC	Assistant Stage Manager	
	10 x Local Crew	General ops	
	15 x volunteers	Volunteers @ barriers etc.	
Site project manager:	Mark Fennell	Tel:	087 616 1025
Safety Rep	Mark Fennell	Tel:	087 616 1025
Site Induction Site rules & regulations	Project Manager / Site Safety officer / Site Manger YES (Circle appropriate person)		

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	Name Mark Fennell (person who conducted Site Induction)
Key Plant & Tools (Attach Certification)	All barriers, audio equipment, tents and parade infrastructure will be off loaded from 1 x 40' artie truck moving from the south end of Marine Road to the north end of Marine Road at the County Council end by local crew. No plant required.
Insurance	Confirm that the event is covered by appropriate liability insurance. Provide documentation of insurance coverage to relevant authorities.
Key Materials	N/a
Other Essential Equipment:	(i.e. access platforms/winches/ladders, etc) N/a
Toilets	Verify the availability and accessibility of restrooms along the parade route by having clear signage.
Site Specific Hazards: (Or refer to the risk assessments below)	N/a
Site Specific Communications:	Each member of the ShowScope Ltd. team and Event Control will have a walkie talkie radio. The distribution of these can be extended to Co Co personnel and/or The Garda Siochana on request.

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Site Specific Crowd Control:	Barriers will be erected at the pre-determined locations to be specifically named at a later date in conjunction with the traffic management plan. These will be manned by site staff and volunteers.				
Site Specific Vehicular Traffic Interaction:	Barriers will be erected at the pre-determined locations to be specifically named at a later date in conjunction with the traffic management plan. These will be manned by site staff and volunteers. ShowScope will ensure all floats and vehicles entering the parade route meet minimum safety standards.				
Review & Monitoring	Conduct regular reviews leading up to the event and after its conclusion. Update the RAMS document as needed. Establish a post-event evaluation to identify areas for improvement.				
Specific Staff Training required	Manual Handling	Safe Pass	Plant Machine Operator (Ticket)	First Aid	Other Specify

Sequence of Operations: (include sketches if required)	1. Deliver crowd control barriers, audio equipment, tents and parade infrastructure on Marine Road. 2. Unload onto various locations along route 3. Set up barriers & audio equipment. 4. Running of parade 5. Strip out and remove equipment after performances & load out
Method of Access and	(i.e. Ladders/MEWPS/Scaffold/Trestles/Step Ladder, etc) N/a

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Egress to the work area:							
Fall Protection Measures: (Where work at height cannot be eliminated – consider both Personnel & Materials)	(i.e. Guard Rails/Toe Boards/Brick Guard/Safety Harnesses/Exclusion Zones, etc.) N/a						
Are there Hazardous Substances associated with the work to be carried out: (Attach MSDS if required)							
	Very Toxic	Harmful/Irritant	Corrosive	Dangerous For the environment	Oxidising	Highly flammable	Explosives
Applicable:	No	No	No	No	No	No	No
Storage Arrangements:	N/a						
Details of Permits to Work:	(Lone work, Confined spaces, outside the normal installations operations, extreme cases)						
Safe Working Load SWL's:	(Detail any limits on the loadings applicable to temporary plant/equipment or fixed elements of the structure where the work is taking place)						

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Required Personnel Protective Equipment:	 Safety Boots	 Hard Hats	 Safety Gloves	 Hearing Protection	 Eye Protection	 Safety Harness	Other: 1. Hi-Viz 2. Coveralls
Emergency Procedures:	To be determined.						
 First Aid Facilities:	Name of On-Site First Aider:	TBC					
	First Aid Box Location:	TBC					
	Location of Nearest Hospital:	TBC					
Welfare Services to be supplied by Others	N/a						
Other information & Comments	N/a						
Electrical Certificate of Completion issued	Not Required						

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the companies health and safety Policy.

Prepared by:

Brendan McLoughlin

Position:

Managing Director

Date: 5th November 2025

Deepdales, Bray, Co. Wicklow, A98 PN12.

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Directors: B. McLoughlin & M. Fennell

Reviewed by:

Position:

Date:

Items Attached:	Yes	No
Sketches		X
Certification of Plant Operator etc.		X
Programme of Work		X
Risk Assessments		X

Risk	Hazards	Safety precautions required	Reference Documents / Notes
	Trips, Slips, Falls	Use barriers and signage to restrict access to the work area. Maintain good house keeping Store materials in designated areas Avoid trailing leads in walkways. Ensure adequate lighting while working. Communicate with other contractors regarding work schedules.	Signage provided by ShowScope.
	Falling Materials	Use barriers and signage to restrict access to the work areas.	

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		Use safety helmets c/w straps. Use of ropes and wall anchor fixing to be fixed materials to prevent falling materials.	
	Falls from Heights	Use ladders Safely	NISO – CSS10 Safe Use of ladders (M/W/E/P) HSA
	Falls from Heights	Use scaffold in areas where ladders cannot be used safely	HSA- Code of practice –Access and working scaffolds Working at Heights
	Openings	Securely cover and fence off openings. Use Safety harness when working near openings	
	Confined spaces	Confined spaces – Ceiling voids, risers	HSA – Code of practice – Safe Works in Confined Spaces
	Emergency routes blocked	Agree alternative routes/Alternative time to do work if work area is not available Use additional temporary signage as required. Maintain good house keeping	Risk assessment and communication with Site manager/Safety officer
	Line Services – Overhead Services	Identify hidden services – gas, water, electricity, and wastewater. Use isolation and tagging procedures to protect personnel and equipment. Use 110v or battery operated tools	ESB hold/off POI Telemass Lock off Buddy System

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	Dust	Erect dust barriers as necessary. Use dusk masks. Wear eye protection.	HSA – Safety with Asbestos ESB chemical services.
	Waste	Maintain good housekeeping Dispose of electrical equipment safely	NISO – CSS7 Safe housekeeping WEEE Directive
	Manual Handling	Use equipment to move materials where possible. Tool box talks to be conducted weekly	HSA – Handle with care – safe Manual Handling M/S & PPE
	Fire	Minimise the storage of flammable materials. Use hot works Permits and procedures as necessary. ESB emergency procedures to be carried out during site safety induction	Fire Safety regulations and guidelines
	Falls from Heights – MEWP	Only fully trained and certified staff shall carry out works on MEWP. Fall arrests and safety harnesses to be used at all times.	
	Asbestos	Ensure the work area has been inspected for hazardous material such as Asbestos and has been communicated to all Event Power Staff of the hazards. Only fully trained and certified staff shall carry out works on Asbestos.	HSA Guidelines to asbestos ESB guidelines
	INCLUDE OTHER HAZARDS ON SITE below if require.		

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Method Statement Briefing Record

Briefing delivered by: TBC

Position:

Date:

We (the undersigned) have read and understood the attached method statement and will comply with the specified requirements and control measures. If the work activity changes or deviates from that originally envisaged, we will seek further advice and request an amended method statement.

Name (Print)	Signature	Date
Brendan McLoughlin		5th November 2025

Deepdales, Bray, Co. Wicklow, A98 PN12.

Tel: +353864059785 Web: www.showscope.ie Email: info@showsscope.ie

Directors: B. McLoughlin & M. Fennell

Diversion



Irish Independent



Tuesday, October 28, 2025 | independent.ie

€2.70 (£1.90 in Northern Ireland)

PUBLIC NOTICES

PUBLIC NOTICE
EVENT LICENCE APPLICATION
ShowScope Ltd, of Deepdales, Bray, Co. Wicklow, A98 PN12 hereby gives notice of its intention to apply to Dún Laoghaire-Rathdown County Council for a licence to hold an outdoor event at Dún Laoghaire Town Centre, on Tuesday 17th March 2026, between the hours of 11:00 and 12:30 p.m., pursuant to Part 16 of the Planning and Development Regulations 2001 (as amended). The proposed event is the 2026 Dún Laoghaire St. Patrick's Day Parade, a community parade and family celebration featuring marching bands, local groups, and live street entertainment, with an anticipated maximum attendance of 10,000 people along the parade route. The application for the licence may be inspected during office hours for a period of five weeks from the date of receipt of the application at the offices of Dún Laoghaire-Rathdown County Council, County Hall, Marine Road, Dún Laoghaire, Co. Dublin, A96 K6C9. Submissions or observations in relation to the application may be made in writing to the Planning Department, Dún Laoghaire-Rathdown County Council, at the above address, on payment of the prescribed fee, within that five-week period. Submissions should quote the reference "Event Licence Application – Dún Laoghaire St. Patrick's Day Parade 2026."
Signed: ShowScope Ltd
Date: 28th October 2025

Deepdales, Bray, Co. Wicklow, A98 PN12.

Tel: +353864059785 Web: www.showscope.ie Email: info@showscope.ie

Directors: B. McLoughlin & M. Fennell

Dublin Gazette

NOVEMBER 6-12 2025



SCAN ME

**373,000 readers in Dublin City and County every week****FREE****WIN LUXURY RIVER
CRUISE HOLIDAY**

See Page 7

**ROVERS SET TO
UN-CORK DOUBLE**

See Sport



DUN LAOGHAIRE RATHDOWN COUNTY COUNCIL

EVENT LICENCE APPLICATION

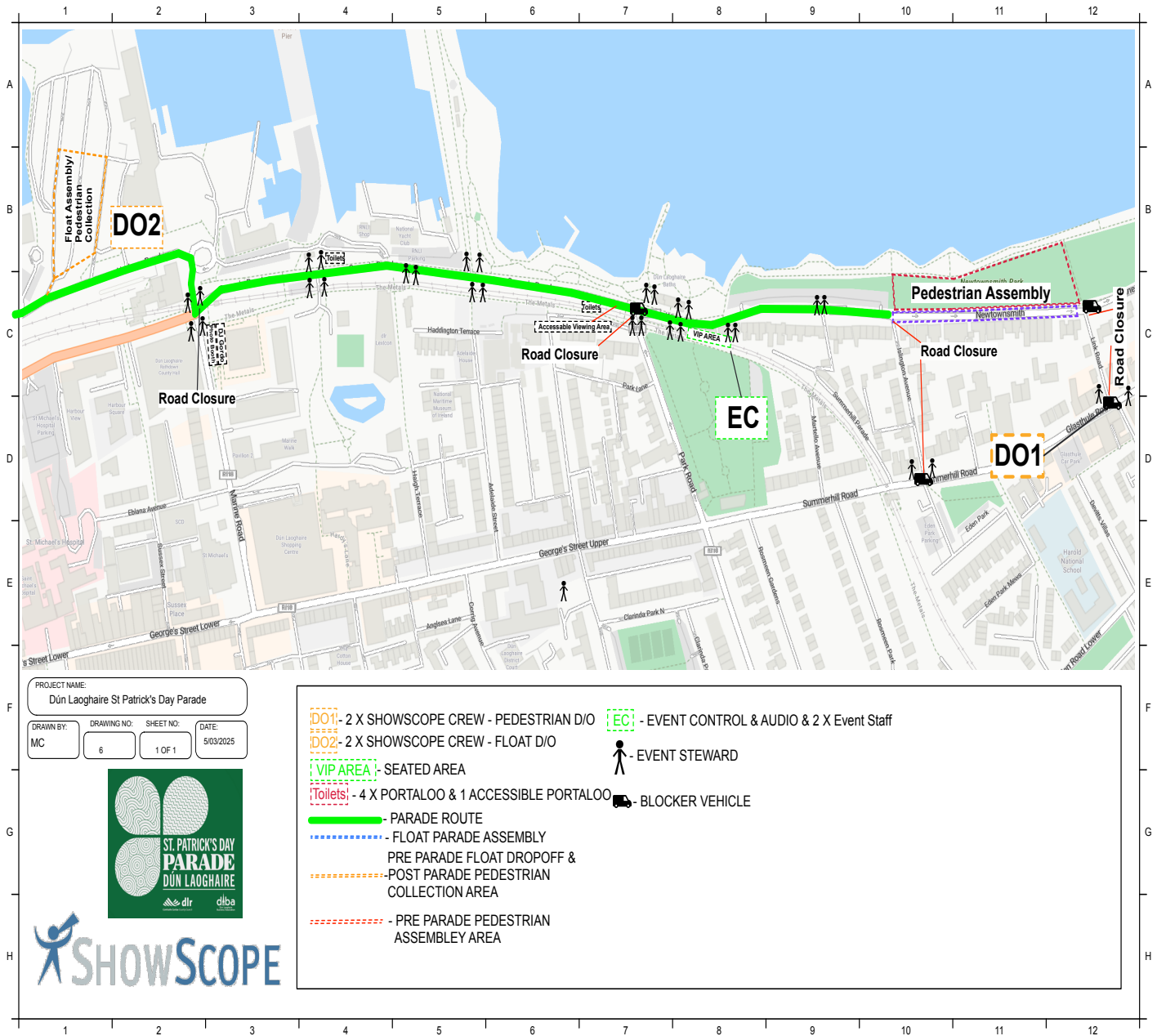
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4377

Deepdales, Bray, Co. Wicklow, A98 PN12.

Tel: +353864059785 Web: www.showscope.ie Email: info@showsscope.ie

Directors: B. McLoughlin & M. Fennell



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WAIVER

I, **(community group lead person)** , of _____, confirm that we namely **(name of community group)** , are participating in the St Patricks Day Parade, Dun Laoghaire, County Dublin, on Monday the 17th March 2025 ("**St Patricks Day Parade**"), as a community group in the parade.

I confirm that I hold authority on behalf of **(name of community group)**, to provide this confirmation.

I, **(community group lead)**, hereby confirm that, we waive any and all rights, remedies, causes of action, suits, legal recourse, in law and in equity, in both contract and negligence, to the extent that this may exist, in connection with our **(name of community group)** participation at the St Patricks Day Parade, Dun Laoghaire, County Dublin.

I confirm that, we are participating, within the St Patricks Day Parade , entirely at our own risk and for the avoidance of any doubt, we expressly waive, any and all rights, remedies, causes of action, suits, legal recourse, in law and in equity, in negligence and in contract, to the extent that this may exist, as against the Dun Laoghaire Business Association ("**DLBA**"), relating to our participation in the St Patricks Day Parade.

Signed: _____

By

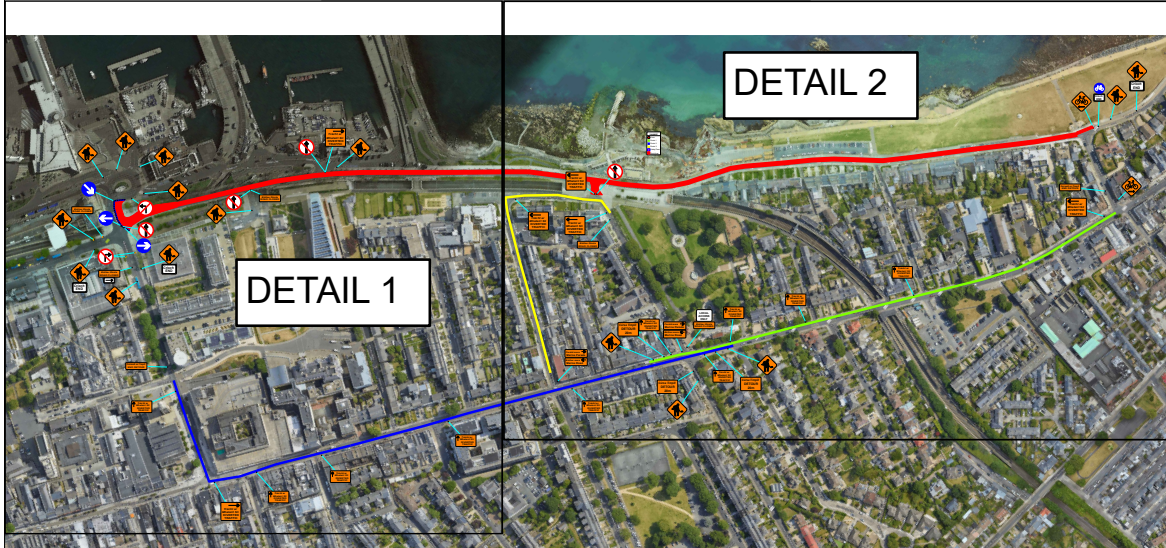
Date: _____

Deepdales, Bray, Co. Wicklow, A98 PN12.

Tel: +353864059785 Web: www.showscope.ie Email: info@showslope.ie

Directors: B. McLoughlin & M. Fennell

DIVERSION OVERVIEW



St Patrick Day, Dún Laoghaire,



GENERAL NOTES:

1) THIS TRAFFIC MANAGEMENT PLAN MAY ONLY BE IMPLEMENTED BY A TEMPORARY TRAFFIC OPERATIONS SUPERVISOR WHO MUST CARRY OUT A SITE RISK ASSESSMENT TO MODIFY THE MEASURES DESCRIBED TO SUIT ACTUAL SITE CONDITIONS BEFORE IMPLEMENTATION.

2) THE TEMPORARY TRAFFIC OPERATIONS SUPERVISOR MUST BE IN POSSESSION OF THE VALID CONSTRUCTION SKILLS REGISTRATION CARD SIGNING, LIGHTING, AND GUARDING AT ROADWORKS CONSTRUCTION REGULATIONS 2006.

3) THIS TRAFFIC MANAGEMENT PLAN HAS BEEN DRAFTED ON A PRELIMINARY BASIS AND DOES NOT TAKE ACCOUNT OF THE SCALES ASSOCIATED WITH THE DIFFERENT PHASES OF THE PROJECT. ARRANGEMENTS FOR MATERIAL DELIVERY, SPOIL REMOVAL AND TEMPORARY ACCESS HAVE NOT BEEN DEVELOPED INTO THE PLAN AS THEY WERE NOT ADVISED AT THE TIME OF PREPARATION.

4) IN ORDER THAT THE REQUIREMENTS AS SET PER SECTION 17(2) 2006 ACT ARE SATISFIED, FURTHER ALTERATION TO THE PLAN MUST BE ADVISED BY THE PSOP AS PER CONSTRUCTION REGULATIONS 2006 PS 5 REGS 16-17 AND REG 97 (2a & 2b) RESPECTIVELY. IN ADDITION THE PSCS SHOULD FURTHER DIRECT ANY CHANGES AS THE PROJECT PROGRESSES.

5) ALL WORKS ARE TO BE CARRIED OUT IN ACCORDANCE WITH LOCAL AUTHORITY REQUIREMENTS AND TO BE INCLUDED IN THE SITE SPECIFIC SAFETY & HEALTH PLAN.

6) SITE INSPECTIONS AND MAINTENANCE OF THE TRAFFIC MANAGEMENT LAYOUT IS TO BE CONDUCTED ON A DAILY BASIS TO ENSURE THE SAFETY AND INTEGRITY OF THE DESIGN.

7) CONTRACTOR TO CARRY OUT A SITE RISK ASSESSMENT PRIOR TO THE INSTALLATION OF THE TRAFFIC MANAGEMENT PLAN TO ENSURE THAT CONDITIONS REFLECT THOSE CONSIDERED FOR DESIGN POST SUBMISSION.

8) ALL SIGNS USED (AND MANUFACTURED AFTER 01.09.19) MUST CONFORM TO THOSE SPECIFIED IN THE TRAFFIC MANAGEMENT PLAN SO FAR AS THEY ALSO CONFORM TO THE CHAPTER 8 2019. THE SIGNAGE THEREFORE MUST INCORPORATE MICRO PRISMATIC RETROREFLECTIVE SHEETING.

9) WK 052



WILL BE USED WHEN A DESIGNATED WORKS ACCESS IS REQUIRED. REFER TO CHAPTER 8 2019 FOR USAGE.

DESIGN PARAMETERS

ROAD LEVEL:	LEVEL 1(W)
ROADWORKS TYPE:	TYPE B
SPEED LIMIT:	50 km/h
TRAFFIC COUNT:	20 cars/3 min

TEMPORARY SIGNS

SIGN VISIBILITY:	60M
NUMBER OF SIGNS:	3
ADVANCE SIGN SPACING:	20M
MINIMUM SIGN SIZE:	600mm

RATE OF TAPER

TAPER AT LANE:	N/A
TAPER AT WARD SHOULDER:	N/A
TRANSITION LENGTH:	N/A

SAFETY ZONE

LONGITUDINAL:	N/A
LATERAL:	N/A

MINIMUM CONE SPACING

AT TAPER:	N/A
LONGITUDINAL:	N/A

LAMP SPACING DURING HOURS OF DARKNESS

AT TAPER:	N/A
LONGITUDINAL:	N/A
MIN LANE WIDTH:	N/A

DESIGN

METHOD:	DIVERSION
---------	-----------

Legend

- Cone
- Route 1
- Route 2
- Route 3
- Safety Zone
- Work Area

Richard Nolan **RN**
civil engineering **CE**



Client: DLR

Project: St Patrick Day, Dún Laoghaire, Dublin

Title:

Director: DN Proj. Man: CI Checked: CI

Scale: 1:500 Drafted by: CI Date: 20/11/2023

Drawing No: 30351 - TMP 01

REV. DESCRIPTION: By: Check: Date:

000 INITIAL ISSUE CI CI 20/11/2023

Deepdales, Bray, Co. Wicklow, A98 PN12.

Tel: +353864059785 Web: www.showscope.ie Email: info@showsscope.ie

Directors: B. McLoughlin & M. Fennell



DESIGN PARAMETERS			
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ADVANCE SIGN SPACING:		20M	
MINIMUM SIGN SIZE:		600mm	
RATE OF TAPER			
TAPER AT LANE:		N/A	
TAPER AT HARD SHOULDER:		N/A	
TRANSITION LENGTH:		N/A	
SAFETY ZONE			
LONGITUDINAL:		N/A	
LATERAL:		N/A	
MINIMUM CONE SPACING			
AT TAPER:		N/A	
LONGITUDINAL:		N/A	
LAMP SPACING DURING HOURS OF DARKNESS			
AT TAPER:		N/A	
LONGITUDINAL:		N/A	
MIN LANE WIDTH:		N/A	
DESIGN			
METHOD:		DIVERSION	
Legend			
● Cone ■ Route 1 ● Route 2 ■ Route 3 ■ Safety Zone ■ Work Area			
Richard Nolan civil engineering RN CE			
   Client: DLR Project: St Patrick Day, Dun Laoghaire, Dublin Title: Director: DN Proj. Man: CI Checked: CI Scale: 1 : 500 Drafted by: CI Date: 20/11/2023 Drawing No: 30351 - TMP 02 REV: 000 DESCRIPTION: INITIAL ISSUE By: CI Check: CI Date: 20/11/2023			

Directors: B. McLoughlin & M. Fennell

Show Scope Limited
Brendan McLoughlin
78 Deepdale
Southern Cross Road
Bray, Co Wicklow

30/09/2025
Broker reference: MCLX06CO02

CONFIRMATION OF COVER LETTER

Re: Combined Insurance.

We act as insurance brokers for the above. We would like to confirm details of their Insurance as follows:-

Business Description	Event Production
Insurers	Brady Underwriting
Policy No:	D/B/P 08842
Period of Insurance	From: 06/10/2025 To: 05/10/2026
Public Liability	
Limit of Indemnity	€ 6,500,000 any one accident unlimited in any one period of insurance.
Employers Liability	
Limit of Indemnity	€13,000,000 any one occurrence unlimited in any one period of insurance.
Excess	€ 300.00 each & every claim

Conditions / Covers

Should you have any queries, or require any further information please do not hesitate to contact the undersigned.

Yours sincerely,



.....
Amanda Coogan
Brady Insurance

Deepdales, Bray, Co. Wicklow, A98 PN12.