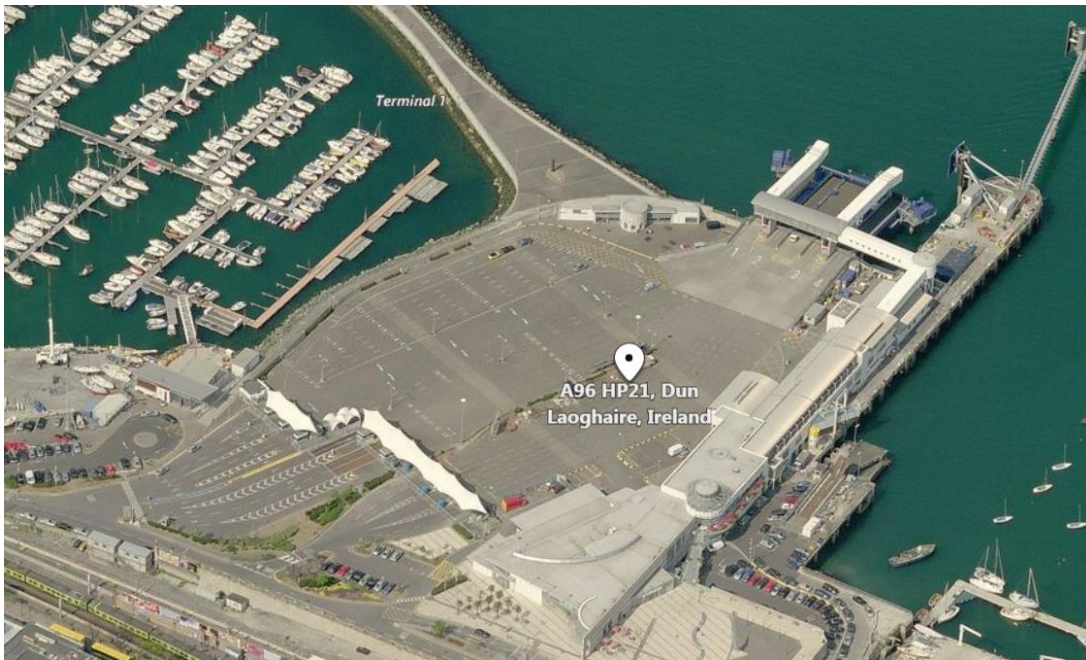


# MCD – Dun Laoghaire Pier 2019




## DRAFT Event Management Plan<sup>©</sup>

Project Number > 18515

Reference > 18515R001

For MCD Productions Ltd.

# MMS

 Michael Slattery Associates Fire Safety Engineers	<b>Michael Slattery &amp; Associates</b> 19 Windsor Place Lower Pembroke Street Dublin 2 t: +353 (0)1 6765713 f: +353 (0)1 6785247	<b>MCD – Dun Laoghaire Pier 2019</b>  <b>18515</b>

<b>Document Transmittal Sheet</b>	DATE	DAY	28																
	OF	MONTH	02																
	ISSUE	YEAR	19																
To	Person	Company	<b>DRAFT</b>																
Client		MCD	E																
Local Authority		DLR County Council																	
Site		Dun Laoghaire Pier																	
<b>AUTHOR</b>			DS																
<b>CHECKER</b>			BF																

**Draft** for Comment, **Issue**, **E** Electronic (Emailed PDF), **H** hardcopy.

Initials: MS: Michael Slattery, BF: Brendan Finlay, GH: Graeme Hansell, MG: Mark Gavin, AB: Alan Beggs, MJG: Michael Green, TS: Tony Slattery, DS: David Slattery, MQ: Michael Quinn, AS: Adrian Sutton, NM: Nicola Meadows, DF: Darren Faulkner, NMG: Niall McGuinness, CMNC: Conor McNulty, GM: Grant Masterson, EC: Eamonn Coll, XZ: Xinji Zhang, SMP: Sean Mc Partlin, ECA: Ettore Carini, RMK: Ross Mc Kenna, RC: Raymond Carolan, ET: Erdina Tati

Initials: DS: David Slattery.

DAY	MONTH	YEAR	Additional Information	
28	02	19	Description	DRAFT Event Management Plan
			File Address	J:\18000\18500-18599\18515\2 MSA Reports
			Doc Ref	18515R001

## CONTENTS

<b>/0</b>	<b>INTRODUCTION AND EVENT MANAGEMENT STRATEGY</b>	<b>1</b>
0.1	EVENT DETAILS	1
0.2	EVENT TIMES	1
0.3	SCOPE OF DRAFT EVENT MANAGEMENT PLAN	1
0.4	DRAWINGS	2
0.5	PUBLICITY – PUBLIC COMMUNICATIONS STRATEGY	2
0.6	SAFETY & EVENT MANAGEMENT PERSONNEL	2
0.7	BRIEFING	3
0.8	ACCREDITATION	3
0.9	EVENT PLANNING & MANAGEMENT PROCESS	4
0.10	EVENT CONTROL ROOM	4
0.11	RADIO COMMUNICATIONS	4
0.12	PUBLIC ADDRESS (EMERGENCY ANNOUNCEMENTS)	5
<b>/1</b>	<b>EVENT SAFETY STRATEGY</b>	<b>6</b>
1.1	OBJECTIVES / RISK ASSESSMENT	6
1.2	ENTRY TO VENUE	6
1.3	SITE OCCUPANT CAPACITY	6
1.4	AGGREGATE EXIT CAPACITY	6
1.5	CROWD CONTROL BARRIERS	7
1.6	GATES AND OBSTRUCTIONS ON ESCAPE ROUTES	7
<b>/2</b>	<b>SITE STRUCTURES AND FACILITIES</b>	<b>8</b>
2.1	STAGE, MIXER DESK, DELAY TOWERS AND TENTED STRUCTURES	8
2.2	FIRE RISKS: STAGE AND BACKSTAGE AREAS	8
2.3	MOBILE CATERING UNITS	8
2.4	BAR FACILITIES	9
2.5	MARQUEES	9
2.6	ELECTRICAL AND LIGHTING INSTALLATIONS	9
2.7	FIRE EXTINGUISHER COVERAGE	10
2.8	DRINKING WATER FACILITIES	10
2.9	ACCESSIBLE SPECTATORS AND FACILITIES	10
<b>/3</b>	<b>MEDICAL FACILITIES</b>	<b>11</b>
<b>/4</b>	<b>SANITARY ACCOMMODATION</b>	<b>12</b>
<b>/5</b>	<b>NOISE MONITORING</b>	<b>13</b>
<b>/6</b>	<b>SECURITY ARRANGEMENTS</b>	<b>14</b>
6.1	ASSESSMENT	14
6.2	DUTIES OF STEWARDS AND SECURITY PERSONNEL	14
6.3	IDENTIFICATION OF STEWARDS	15
6.4	TRAINING OF STEWARDS / SECURITY	15
6.5	END OF CONCERT EXIT PROCEDURE:	15
<b>/7</b>	<b>TRAFFIC MANAGEMENT</b>	<b>17</b>

<b>/8</b>	<b>ENVIRONMENTAL MONITORING PROGRAMME / CLEAN-UP REMEDIAL WORKS</b>	<b>18</b>
8.1	WASTE MANAGEMENT	18
8.2	FOOD WASTE MANAGEMENT PLAN	18
8.3	REMOVAL OF TEMPORARY STRUCTURES	18
8.4	LITTER / WASTE CLEAN UP	18
<b>/9</b>	<b>EMERGENCY PLANS IN THE EVENT OF FIRE OR OTHER EMERGENCY</b>	<b>19</b>
9.1	EVACUATION PROCEDURES	19
9.2	ACTION ON DISCOVERY OF FIRE	20
9.3	EMERGENCY / SECURITY PROCEDURES IN EVENT OF A BOMB THREAT	20
9.4	EMERGENCY PROCEDURES IN THE EVENT OF CROWD DISTURBANCE	20

## **Appendix A - Drawing**

## **Appendix B Draft Production Schedule**

*©This report and/or its contents, information and its design principles are the exclusive property of Michael Slattery Associates and are not to be reproduced in any means or to be used for any other project without written agreement of Michael Slattery Associates.*

*All rights reserved by the law of copyright are reserved by Michael Slattery Associates and may be protected by court proceedings for damages and/or injunctions and costs.*

## **/0 INTRODUCTION AND EVENT MANAGEMENT STRATEGY**

### **0.1 EVENT DETAILS**

It is proposed to hold a series of concerts on 31st May, 1st and 2nd June 2019 at Dun Laoghaire Pier. The concerts will be ticketed events with a maximum anticipated attendance of 8,000 persons.

- Friday 31<sup>st</sup> May - TBC
- Saturday 1<sup>st</sup> June - TBC
- Sunday 2<sup>nd</sup> June - TBC

Tickets for the Event will be sold on the basis that:

- Under 16's must be accompanied by a parent or guardian attending the event.
- No queuing will be permitted prior to gates opening

### **0.2 EVENT TIMES**

#### **Friday May 31<sup>st</sup>**

Opening time – 4pm (TBC)

Curfew – 11pm (TBC)

#### **Saturday June 1<sup>st</sup>**

Opening time – 4pm (TBC)

Curfew – 11pm (TBC)

#### **Sunday June 2<sup>nd</sup>**

Opening time – 4pm (TBC)

Curfew – 10.45pm (TBC)

### **0.3 SCOPE OF DRAFT EVENT MANAGEMENT PLAN**

This Event Management Plan will be submitted in support of the license application under the Planning and Development Regulations 2001(as amended). It is noted that this DRAFT Event Management Plan will be prepared in accordance with the appropriate codes of practice includes the following key elements:

- Event Management Structure and Responsibilities
- Event Safety Strategy
- Site Structures and Facilities
- Medical Facilities
- Stewarding and Site Security
- 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 and amenities associated with the event.

#### **0.4 DRAWINGS**

The extents of facilities are shown on attached Drawing (MSA 18515-001) by Michael Slattery Associates.

#### **0.5 PUBLICITY – PUBLIC COMMUNICATIONS STRATEGY**

A public communications strategy will be implemented to address the following areas:

1. Event Age & Policy restrictions including early queuing, parental guidance, etc.
2. Key timing for event for advance planning.
3. Public Safety & Fan experience enhancement information including dress code for weather, food/refreshments on sale within venue, advice that due to increased security measures patrons are advised to be at the venue in sufficient time, check your ticket correct day/time, meeting points, special requirements wheelchair platforms, etc.
4. Transportation & Travel arrangements including using public, private, city centre park cars, give yourself an extra 2 hours travel time, plan your route to venue, etc. The communications sent out to ticket holders will be strongly encouraging them to utilise the DART line out to Dun Laoghaire.
5. Minimise impact on local residents and best practice expected by visitors attending event. Follow Garda & Stewards advice.
6. Additional key areas of concern deemed relevant to event.

This strategy will be undertaken following consultation, in conjunction and with the approval from relevant bodies including public transport network. A common message will be agreed and displayed on the following websites: MCD, Ticketmaster and AGS.

Target audience for this publicity will be:

1. Event Ticket holders
2. Businesses in environs advance awareness of event taking place to minimize impact on public transport, local traffic & to encourage public to avoid the Dun Laoghaire centre/ village.
3. Communication channels
4. National & local media
5. Direct contact with ticket holders using ticket purchases databank.
6. Digital & Social Media

#### **0.6 SAFETY & EVENT MANAGEMENT PERSONNEL**

Competent personnel will undertake key management and safety responsibilities. These will be as follows:

The safety management of the event operations will be under the direction of:

- Event Manager Tony Killeen
- Event coordinator Stephanie Farrell

- Event Controller Julie O’Loughlin
- Deputy event controller TBC
- Site Manager Niall Barrett
- Safety Officer MSA
- Security Company Eventsec
- Medical Willie Wade (Event Medical Services)
- Structural Engineer Horgan Lynch
- Sound Monitoring ICAN

## **0.7 BRIEFING**

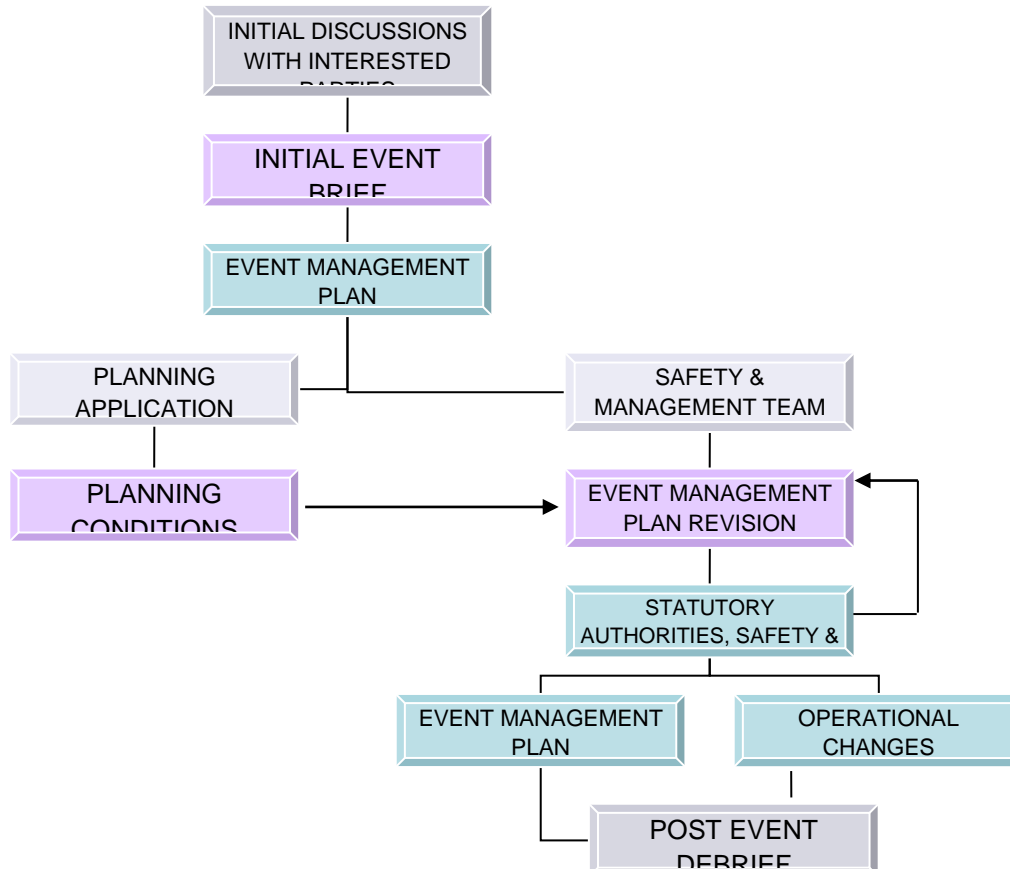
Prior to the event the Event Controller will ensure all operational staff are briefed, either directly or via cascade method, on locations of fire exits, fire points and procedures in the event of an incident or emergency.

## **0.8 ACCREDITATION**

Appropriate accreditation will be provided for all statutory authority staff in addition to working staff and guests. Statutory authorities and service providers will be requested to provide accreditation requirements one month prior to the event.

## 0.9 EVENT PLANNING & MANAGEMENT PROCESS

The Promoter shall convene a number of Event Planning Meetings with all emergency services and prescribed bodies which included a Pre-Event Meeting no later than 1 week prior to the event to discuss the final arrangements.



## 0.10 EVENT CONTROL ROOM

The Event Control Room will be located within the event site. This will be used as the site communications emergency Control room and will be manned by the Event Controller and /Or Event Safety Officer , and will also be available to the senior Garda Officer and other Emergency services officers . This room will have all necessary CCTV , Telephone and Radio communication Facilities . Additional Control room facilities will be made available in this location to other emergency services as required

There will be a Ticketmaster scan count available to Event Controller at any time.

## 0.11 RADIO COMMUNICATIONS

Radio Communications for this event will be provided and managed by specialist radio communications specialists. In advance of the event an assessment of site radio coverage is to be undertaken to confirm the adequacy of communications coverage before the event. A detailed assessment is to be undertaken of requirements for radio communications to identify the number and allocation of portable radios required and the number and allocation of radio channels, within the



event site and the surrounding area. A detailed radio communications structure and protocol for radio operations is to be prepared and agreed in advance of the event.

#### **0.12 PUBLIC ADDRESS (EMERGENCY ANNOUNCEMENTS)**

It is proposed to have available for emergency use the Stage / PA system and inside / outside the venue a number hand held megaphones which can be used by security personnel.

## /1 EVENT SAFETY STRATEGY

### 1.1 OBJECTIVES / RISK ASSESSMENT

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

It is noted that in planning for this event cognisance has been taken of the recommendations of the following Codes, where these are considered relevant and practicable for this event:

- (a) Code of Practice for Safety at Outdoor Pop Concerts and other outdoor musical events which is a voluntary Code issued by the Department of Education in January 1996.
- (b) Code of Practice for Management of Fire Safety in Places of Assembly. Department of Environment.
- (c) Code of Practice for Fire Safety of Furnishings and Fittings in Places of Assembly. Department of Environment.

The event is also planned and will be organised to ensure compliance is achieved with the requirements of the Fire Services Act 1981 & 2003 and the Fire Safety in Places of Assembly (Ease of Escape) Regulations 1985.

### 1.2 ENTRY TO VENUE

Entry to the venue will be via Harbour Road as illustrated on the proposed site plan. Search and Ticket Scan will take place in this area prior to admission to the event site.

### 1.3 SITE OCCUPANT CAPACITY

The site layout is to generally be as per Drawing No. 18515-001 by Michael Slattery Associates.

The occupant capacity of 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:

Viewing Area = min 4000m<sup>2</sup>

**Proposed Occupancy Capacity = 8,000 persons**

### 1.4 AGGREGATE EXIT CAPACITY

- Proposed Occupancy Capacity = 8,000 persons
- Evacuation time = 8 minutes
- **Exit Width required = 10m**

The aggregate width of the actual exits provided on site are in excess of the required 10m as illustrated on the proposed plan.

## **1.5 CROWD CONTROL BARRIERS**

### **(a) Front of Stage Barriers**

The front of stage barriers is to be as generally shown on the drawing.

The front of stage barrier will be constructed using a proprietary free standing barrier system (MOJO or equal approved system).

This barrier system in use has been approved for use at outdoor concerts in the UK and Europe and engineering test reports are available to confirm its capacity to withstand a pressure of 5 kN/m run, applied at 1.2 m height.

### **(b) Site Boundary and Entrances**

Temporary barriers / fences are to be provided to secure the site boundaries and to facilitate crowd management at entrances and at strategic positions in the site as shown on the site plan.

## **1.6 GATES AND OBSTRUCTIONS ON ESCAPE ROUTES**

Appropriate precautions are to be taken to protect as far as 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 usable for the duration of this event to ensure compliance with the Fire Safety in Places of Assembly (Ease of Escape Regulations) 1985.

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

## **/2 SITE STRUCTURES AND FACILITIES**

### **2.1 STAGE, MIXER DESK, DELAY TOWERS AND TENTED STRUCTURES**

These are to be located as generally shown on Site Layout Drawing.

These structures are being erected by a Specialist Staging Contractor who is experienced in stage construction and are utilising a structurally validated stage system.

Particular precautions will be taken with the stage, mixer and tented structures in high wind conditions. Wind speeds will be monitored by the Staging Contractor throughout the event and in wind speeds exceeding specified limits, the sheeting to the stage and / or mixer will be lowered by staging personnel.

All temporary structures will be inspected and certified by the Structural Engineers on completion and before the event.

### **2.2 FIRE RISKS: STAGE AND BACKSTAGE AREAS**

The potential fire risks associated with any lining, roof covering or other materials used on the stage, will be examined by the Event Safety Officer and test certificates will be obtained, on the fire ratings of these materials.

Storage will be limited on or under the stage and strict control will be exercised on the location of any fire risks in the back stage area. A review of the construction of all back stage accommodation and facilities will be undertaken by the Event Safety Officer to ensure:

- (a) adequate spacing between individual units and between any units on the stage.
- (b) high fire risks are not introduced into this area.

Appropriate fire extinguisher coverage will be provided on the stage and in the back stage areas.

### **2.3 MOBILE CATERING UNITS**

Mobile catering units will provide a mixture of hot and cold food. -

Th mobile catering units will be hard standing ground.

Each unit is to be provided with an appropriate fire extinguisher(s) and a fire blanket. An inspection of each vending unit will be carried out by the Event Safety Officer prior to the event opening to public. A minimum of 3m separation will be kept between electric food units (and 6m for Gas units)

All food and beverage operators shall be in possession of a current certificate / permit obtained from the Environmental Health Section of the Health Service Executive (HSE) Dublin Mid Leinster.

## 2.4 BAR FACILITIES

A bar operator will be appointed who will apply for an occasional licence to cover the designated temporary bars.

## 2.5 MARQUEES

The marquees will be erected by a Specialist Contractor using a structurally validated system.

All hired tentage fabric, internal linings and floor coverings are to meet the standards laid down by MUTA (Made-Up Textiles Association) Code of Public Safety and BS 7837:1996.

### (a) Fabric Material and Internal Linings

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

### (b) Floor Coverings

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

### (c) Means of Escape

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

Final exit doors (if provided) shall be capable of being opened from the inside at any time when the structure is occupied.

Where the general public are present doors must be secured only in a manner which ensures they open immediately when subject to pressure from the inside. Final exit doors shall open in the direction of escape.

Final exit doors (if provided) are to be fitted with appropriate exit signage emergency lighting is to be in accordance with IS3217.

## 2.6 ELECTRICAL AND LIGHTING INSTALLATIONS

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

Appropriate Emergency Lighting Coverage and Illuminated (maintained) exit signage is to be provided in each in accordance with I.S. 3217(internal only). The external routes are also to be provided with an adequate level of illumination

On completion of installation the contractor will issue written confirmation that commissioning was satisfactorily completed on the day preceding the first event. This confirmation will be made available for inspection by the relevant authorities.

## **2.7 FIRE EXTINGUISHER COVERAGE**

Fire Extinguishers will be provided by a specialist contractor in accordance with IS 291:2015

Appropriate extinguisher coverage will be provided throughout the site.

## **2.8 DRINKING WATER FACILITIES**

Drinking water will be available to patrons along the length of the front of stage.

Concession facilities will also be available to patrons, and it is noted that concession units stock adequate supplies of drinking water.

All relevant certs and reports will be sent to DLR Environmental Health in advance of the events.

## **2.9 ACCESSIBLE SPECTATORS AND FACILITIES**

An accessible platform will be provided in accordance with accessible ticket sales.

There will be a wheelchair accessible route into the site.

### **/3 MEDICAL FACILITIES**

Medical, First Aid and Ambulance services are to be provided on the venue in accordance with a schedule which will be agreed with the Health Service Executive and recommendations within the Code of Practice for Safety at Outdoor Pop Concerts.

Event medical services will co-ordinate and liaise with the HSE.

#### **/4 SANITARY ACCOMMODATION**

The requirements for sanitary accommodation will be determined as follows on the basis of the Code of Practice for a potential maximum attendance of 8,000. These requirements will be altered in accordance with tickets and projected attendance and will be agreed with Environmental Health Department Dun Laoghaire Rathdown County Council.



## **/5 NOISE MONITORING**

An independent sound monitoring specialist ICAN Acoustics has been appointed by the promoter. Prior to the event the following details will be submitted to the Environmental Section for approval:

- Site layout map indicating the noise level monitoring positions
- Contact details for the person carrying out the monitoring

Sound emission levels are to be controlled so that over the duration of the event the sound level conditions within the venue will as far as practicable be in accordance with the Code of Practice for Pop Concerts.

## **/6 SECURITY ARRANGEMENTS**

### **6.1 ASSESSMENT**

The number of security personnel to be provided by the Promoters will be determined following detailed assessment of the security requirements and in consultation with the Gardaí. In undertaking this assessment consideration will be given to the ratios suggested in the Code of Practice as a means to determine the likely requirements.

The security personnel will be assigned by the Head of Security to provide security and undertake stewarding in the following areas:

- Entrance and exit gates
- Concert and Tented sites
- Entrance routes
- Bar areas
- Front of stage, mixing and delay towers
- Backstage areas
  - Areas which non-ticket holders may attempt to gain entry to site
- Along emergency route
- Toilet compound

### **6.2 DUTIES OF STEWARDS AND SECURITY PERSONNEL**

The primary duties of all stewards and security personnel is to ensure that the public are safely accommodated within the venue in a planned manner, so as to ensure the safety and comfort of all patrons attending the event.

The following are the main duties of stewards under the direction of the Event Controller and Head of Security:

- a) Control and direct spectators who are entering or leaving the ground.
- b) Assist the diversion of spectators to other parts of the ground, including the closing of entrances when the capacity for any area has been reached.
- c) Prevent overcrowding by ensuring that crowd limits in various parts of the ground are complied with and that exits are kept clear.
- d) Monitor the crowd throughout for signs of distress and take action in accordance with written instructions, included in the stewards / security briefing.
- e) Prevent, in so far as is possible the climbing of fences and other structures. (Where, by virtue of the scale of the incident, stewards are unable to prevent such activity, they should immediately report the matter to the Area Steward Supervisor, or the nearest Garda).
- f) Patrol the venue to deal with emergencies such as raising alarms and extinguishing fires.

- g) Control entrances, all exit and perimeter fence gates and other strategic points, while the venue is in use.
- h) Be aware of the location of firefighting and medical equipment in the area.
- i) Recognise potential hazards and suspect packages and report such findings immediately to the Area Steward Security Supervisor or to the nearest Garda.
- j) Comply promptly with any instruction given in an emergency by a Garda Officer, the Event Controller, the Safety Officer, or the Head of Security
- k) Identify and investigate any incident or occurrence among spectators and report findings to the Head of Security as appropriate.
- l) Report to the Head of Security as appropriate any damage or defect likely to cause injury or danger to persons in attendance.
- m) Undertake duties relating to emergency and evacuation procedures.
- n) Keep all gangways and designated sterile areas clear.
- o) Ensure that all approaches and emergency exits are kept clear and vehicles are correctly parked.
- p) Maintain their position at their place of duty under the direction of the Area Supervisor who, if it is considered necessary, can arrange for a replacement.

A more detailed duties of security / emergency procedures document will be issued to all Security Supervisors and Personnel in briefing / training sessions in advance of this event.

### **6.3 IDENTIFICATION OF STEWARDS**

All stewards will wear readily identifiable jackets / ID with corresponding number and colour appropriate to their specific area of work.

### **6.4 TRAINING OF STEWARDS / SECURITY**

- a) Stewards / security are to be given practical instruction and training appropriate to their responsibility.
- b) Stewards / security are to be provided with written instructions outlining the action to be taken in cases of emergency.
- c) All stewards / security should be trained to deal with any action required in the event of fire or other emergency and be fully conversant with any methods or signals used to alert staff that an emergency has arisen. The Event Controller is to obtain written confirmation from each of the security companies providing security personnel, confirming that all personnel working at the event have received adequate training to undertake their role as event security for this event.
- d) Apart from the practical instruction referred to above, all supervisory staff and stewards / security are to receive verbal instruction and briefing from the Event Controller, Safety Officer and Senior Garda Officer, before the event.

### **6.5 END OF CONCERT EXIT PROCEDURE:**

- All Supervisors will be advised by radio prior to the end of the concert.
- At that time, Supervisors manning external road barriers and entrance gates should stack all barriers neatly and man the exit gates in order that the crowd may exit in a safe and orderly manner.

- Be on constant alert for congested areas and use the loud-hailers provided, to inform the exiting crowd to walk slowly or stop. Please use your radio communication between Supervisors to re-direct people to alternative exits, if there is a build up of people at your exit gate.
- In such circumstances, communicate in a clear and concise manner with the exiting crowd asking them to stop until the exit gates are clear and thank them for their co-operation.
- Arena and Stage Security are to direct people towards the exits at the end of the concert.

**DO NOT LEAVE YOUR POSITION UNTIL THE VENUE IS EMPTY AND ADVISED TO DO SO BY SECURITY CONTROL. ALL STEWARDS WILL BE ISSUED WITH DAYGLO JACKETS WHICH MUST BE WORN AT ALL TIMES.**

## **17 TRAFFIC MANAGEMENT**

To be discussed and agreed with An Garda Síochána, TII, DART, Dublin Bus Irish Rail, GoAhead and National Transport Authority in due course.

## **/8 ENVIRONMENTAL MONITORING PROGRAMME / CLEAN-UP REMEDIAL WORKS**

### **8.1 WASTE MANAGEMENT**

It is the intention of MCD to return the venue to the “as found” condition after the event. Facilities will be in place to ensure that there is no build-up of refuse in the venue or surrounding area.

A specialist contractor will be appointed by the promotor to undertake cleaning through the venue, who will dispose of waste accordingly

### **8.2 FOOD WASTE MANAGEMENT PLAN**

A food waste management plan which will specify the steps to be taken by the promoter in order to comply with the requirements of article 10(3) of the Waste Management (Food Waste) Regulations 2009 will be submitted to DLR County Council.

The plan will:

- provide detailed information in respect of the proposed supply of food at the event including the use type, quantity, origin, management arrangements and destination of food waste by that producer,
- includes the steps which the promoter intends to take to ensure the environmentally sound management of food waste, and
- contains at least the information set out in Part 1 of Schedule 2 of the Waste Management (Food Waste) Regulations 2009.

A copy of a food waste management plan prepared for the purpose of the Waste Management (Food Waste) Regulations 2009 will be made available for inspection for the duration of the event

### **8.3 REMOVAL OF TEMPORARY STRUCTURES**

It is noted that the work on the removal of all temporary structures associated with the event (i.e. stage, marquees, production facilities etc.) will commence immediately following the event and will be fully completed together with reinstatement works required on the site, within a period no greater than one week following the event (weather permitting).

MCD will liaise with the Harbour on this and on any significant changes to the works schedule.

### **8.4 LITTER / WASTE CLEAN UP**

Prior to the event details of the specialist contractors responsible for the following shall be submitted to the Planning Authority:

The litter / waste contractor shall:

- Provide separate facilities for the - no glass on site Keep all recycling records

The timeframe for the completion of the clean-up operation will be agreed with Dun Laoghaire Rathdown County Council

## /9 EMERGENCY PLANS IN THE EVENT OF FIRE OR OTHER EMERGENCY

### 9.1 EVACUATION PROCEDURES

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

- *Head of Security* will make the following radio announcement to security supervisors "All units this is a special announcement due to an emergency situation in ..... area, it is necessary to evacuate the site (or area of this site) immediately."
- *Production Manager* will be instructed to suspend the concert.
- *Sound Control Supervisor* on instruction from the Production Manager is to slowly fade out the performers sound system but to ensure that the designated microphone for the evacuation announcement is functioning.
- *Designated M.C.* is to go onto the stage to make the following announcement in a calm and controlled voice.

**"Ladies and Gentlemen this is a Security Announcement. Due to circumstances beyond our control we are evacuating the area of the site (specify .....) Will you please vacate this area immediately following the instructions of the security staff who will direct you to a safe area.**

*NOTE: The announcement is to be repeated continuously until evacuation is well underway. The M.C. may be instructed by radio by the Event Safety Officer or Head of Security to alter the content of the announcement to deal with the particular circumstances.*

- On hearing the evacuation announcement all security staff are, under the direction of their supervisors, to direct and assist the evacuation of patrons from the site or part of the site as appropriate.
- Security personnel manning exit gates/doors are to immediately open these gates/doors and appropriately secure them in the fully open position.
- In the event of a stage fire or other emergency, prohibiting the use of the performers PA system, the Security Supervisors or other designated persons are to make the announcement over hand held megaphones.
- The Event Controller in consultation with the Safety Officer (and Senior Garda and Fire Officers if present) is to monitor progress of the evacuation by radio control with the Security Supervisors and is to issue additional instructions as necessary.
- In the event of a total evacuation of the site being necessary this is to be initiated in close consultation with the Senior Garda Officers on and off site to ensure the necessary Garda preparedness off site.
- In the case of a major incident, the Gardai are the dominant statutory authority, and will take charge of the situation.
- In any circumstances, where any of the emergency services are involved, Security Supervisors and security personnel must fully assist these services as required.

- The Senior Gardai Officer, dependent on the incident and its affects may supersede these procedures

## **9.2 ACTION ON DISCOVERY OF FIRE**

- The security person or other member of staff who discovers or is informed of a fire outbreak is to immediately inform the Security Supervisor or Event Controller, who will ensure that the Fire Brigade are contacted.
- All members of the public and guests are to be evacuated immediately to the nearest assembly point as agreed by the Event Controller in their pre-event briefing.
- Security staff should attack the fire with the appropriate fire extinguishers (if safe to do so).
- The Event Controller should meet and brief the Senior Fire Officer on the arrival of the Fire Brigade.

## **9.3 EMERGENCY / SECURITY PROCEDURES IN EVENT OF A BOMB THREAT**

- The Event Controller is to be immediately informed of the full details of any bomb threat by radio, and subsequently inform the Event Controller.
- The Event Controller is to evaluate all the information received to determine the veracity of the threat in conjunction with the Gardaí.
- The Event Controller is to initiate a search of the area in conjunction with the Gardaí.
- The Event Controller on advice of the Senior Garda Officer will initiate the necessary evacuation procedures for the area.

\* The Senior Gardaí Officer, dependent on the incident and its affects may supersede these procedures.

## **9.4 EMERGENCY PROCEDURES IN THE EVENT OF CROWD DISTURBANCE**

- The Security Supervisor in the area of concern is to immediately inform the Head of Security seeking reinforcements as necessary.
- The Head of Security will instruct appropriate additional security personnel to proceed to the area.
- In the event of crowd disturbance getting seriously out of control the Event Controller in consultation with the Senior Garda Officer and the Safety Officer will initiate the following emergency procedures;
- instruction to Production Manager change “tempo ?” of the music or to “fade out” the music as appropriate to enable specified emergency announcement be made by the M.C.
- designated M.C. will proceed to the stage and make the following emergency announcement in a calm controlled voice.



1. **“Ladies and Gentlemen this is a security announcement. Due to crowd difficulties (\_\_\_\_) we are temporarily suspending the concert. Please move away from the area of disturbance and follow the instructions of the security personnel. As soon as the situation is back to normal we will resume.”**
- f) Taped background music is to be played over the PA for the duration of the suspension of the event.
  - g) In the event of overcrowding or crowd disturbance at a site entrance, the Security Supervision is to immediately inform the Head of Security seeking reinforcements as necessary. Announcements are to be made using Megaphones to ask people to move back / away from the area of disturbance and follow the directions of security.

# Appendix A- Drawing

(ATTACHED SEPERATELY)

# Appendix B

## Draft Production Schedule

## DRAFT Production Schedule for Dun Laoghaire Pier 2019

Date	Activity	Time
<b>Sun. 26th</b>	Site Prep day	08:00 - 22:00hrs
	Install Safe Work Zones	08:00 - 10:00hrs
	Commence install of Site infrastructure - offices etc.	08:00 - 20:00hrs
	Install Offices and Dressing rooms	08:00 - 20:00hrs
<b>Mon. 27th</b>	Commence Stage Construction	08:00 - 22:00hrs
	Crane on Site	08:00 - 22:00hrs
	Continue install of Site Infrastructure	08:00 - 22:00hrs
	Install Concessions and Bars	08:00 - 22:00hrs
	Continue install of Marquees	08:00 - 20:00hrs
<b>Tues. 28th</b>	Continue Stage Construction	08:00 - 22:00hrs
	Crane On site	08:00 - 22:00hrs
	Continue install of Site Infrastructure	08:00 - 22:00hrs
	Install Temporary Toilets	08:00 - 22:00hrs
	Continue install bar Equipment	
<b>Wed. 29th</b>	Complete Stage Construction	08:00 - 22:00hrs
	Continue install of Site Signage	08:00 - 22:00hrs
	Continue install of Site Infrastructure	08:00 - 22:00hrs
	Install Temporary Toilets	
<b>Thurs. 30th</b>	Production day	08:00 - 22:00hrs
	Load in Lights and Video	08:00 - 18:00hrs
	Load in Sound	09:00 - 19:00hrs
	System Checks	19:00 - 20:00hrs
	Lights and Video Programming	22:00 - 04:00hrs
	Complete install of Site Infrastructure	08:00 - 22:00hrs
<b>Fri. 31st</b>	<b>Show Day 1</b>	
	Doors open	16:00hrs
	Sound check	11:00 - 15:00hrs
	System Testing	10:00 - 13:00hrs
	Curfew	22 : 45hrs
	Clean-up of Site and environs	22 : 45 - 04:00hrs
<b>Sat. 1st</b>	<b>Show Day 2</b>	
	Clean up finished	08:00hrs
	Toilets serviced	08:00 - 11:00hrs
	Concessions and bars restocked, if necessary	08:00 - 11:00hrs
	Sound check	11:00 - 15:00hrs
	System Testing	10:00 - 13:00hrs
	Doors open	16:00hrs
	Curfew	22:45hrs
Clean-up of Site and environs	22 : 45 - 04:00hrs	
<b>Sun. 2nd</b>	<b>Show Day 3</b>	
	Clean up finished	08:00hrs
	Toilets serviced	08:00 - 11:00hrs

## DRAFT Production Schedule for Dun Laoghaire Pier 2019

Concessions and bars restocked, if necessary	08:00 - 11:00hrs
Sound check	11:00 - 15:00hrs
System Testing	10:00 - 13:00hrs
Doors open	16:00hrs
Curfew	22:45hrs
Clean-up of Site and environs	22:45 - 04:00hrs
Load-out of Sound, Lighting and Video	23:30 - 04:30 hrs

<b>Mon. 3rd</b>	Crane on site	08:00 - 20:00hrs
	Commence removal of Stage	08:00 - 20:00hrs
	Commence removal of Site Infrastructure	08:00 - 20:00hrs
	Remove Concessions and Bars	08:00 - 20:00hrs
	Commence removal of Fencing	08:00 - 20:00hrs
	Continue clean-up of site	08:00 - 20:00hrs

<b>Tues. 4th</b>	Continue removal of Stage to completion	08:00 - 20:00hrs
	Continue removal of Site Infrastructure	08:00 - 20:00hrs
	Remove Concessions and Bars	08:00 - 20:00hrs
	Continue removal of Fencing	08:00 - 20:00hrs
	Continue clean-up of site	08:00 - 20:00hrs

<b>Wed. 5th</b>	Remove Marquees	08:00 - 20:00hrs
	Continue removal of Site Infrastructure	08:00 - 20:00hrs
	Remove Concessions and Bars	08:00 - 20:00hrs
	Continue removal of Fencing	08:00 - 20:00hrs
	Continue clean-up of site	08:00 - 20:00hrs

<b>Thurs. 6th</b>	Continue removal of Marquees to completion	08:00 - 20:00hrs
	Continue removal of Site Infrastructure to completion	08:00 - 20:00hrs
	Continue removal of Fencing to completion	08:00 - 20:00hrs
	Continue clean-up of site to completion	08:00 - 20:00hrs

***\*\*Site security will be on site 24hrs a day once we arrive on site.***