

# DRAFT EVENT MANAGEMENT PLAN



Beyond The Pale Festival

16<sup>th</sup> – 18<sup>th</sup> June 2023

Glendalough Estate, Co. Wicklow

Event	BTP 2023
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Author	SJR

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## 1 INTRODUCTION AND GENERAL ARRANGEMENTS

### 1.1 INTRODUCTION TO EVENT MANAGEMENT PLAN

Cupola Events are proposing to hold the Beyond the Pale Festival from June 16<sup>th</sup> to June 18<sup>th</sup> 2023.

This Event Management Plan is produced by Safents Consulting Ltd and It includes the following elements:

- Event Management Systems & Responsibilities
- Safety Strategy Statement
- Risk Assessments
- Traffic Management
- Environmental Protection Plan
- Emergency Plans
- Medical Arrangements & Facilities
- Site Drawings

This plan will describe the various arrangements for the Beyond the Pale Festival to ensure its safe and successful execution. It has been prepared in accordance with the relevant Codes of Practice and includes arrangements for Health and Safety Management, Risk Assessment & Emergency Planning. It outlines the roles and responsibilities of the organisers and their commitment to providing an event where the Health, Safety and Welfare of the public and the staff are paramount.

### 1.2 EVENT DETAILS

#### EVENT DESCRIPTION

Beyond the Pale is a music and arts festival with camping aimed at 25 to 50 yr. olds

- Acts include Grace Jones, Leftfield, Hot Chip, Thundercat, Jon Hopkins See [www.itsbeyondthepale.ie](http://www.itsbeyondthepale.ie)
- There will be a variety of food traders and bars - an occasional licence will be applied for.
- There will be an open-air stage for the Main stage in the Arena, a smaller open-air stage, and two big top stages and a late night area.
- There will be curated arts and literary events, and food and drink areas
- There will be a variety of camping facilities –glamping, camper vans, caravans and standard camping
- There will be a shuttle bus service provided from Dublin

#### EVENT TIMINGS

- **Friday June 10th**

12 Noon	Carparks & campsite open on site
4pm	Arena opens
2am	Stages close with exception of late night area
4am	Late night area closes



- **Saturday June 11th**  
12 noon Arena opens  
2am                      Stages close with exception of late night area  
4am                      Late night area closes
- **Sunday June 12th**  
12 noon Arena opens  
12 midnight          All stages close  
  
There will be no late night areas on Sunday
- **Monday July 13th**  
12 noon Campsites close  
3pm                      Site clear

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#### PROMOTOR DETAILS

**Name:** Cupola Events  
**Address:** 6-9 Trinity St, Dublin 2  
**Email:** Declan@selectivememory.ie  
**Telephone:** 083 860 0041

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#### SAFETY CONSULTANT DETAILS

**Name:** Safents Consulting - Sophie Ridley  
**Address:** Tig Na Gile, Kilbeg, Glandore, Co. Cork  
**Email:** [safentsconsulting@gmail.com](mailto:safentsconsulting@gmail.com)  
**Telephone:** 083 129 3662

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#### PROJECT MANAGER DETAILS

**Name:** Elaine Fitzsimon  
**Email:** [elaine@archetype.ie](mailto:elaine@archetype.ie)  
**Telephone:** 086 318 2632

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#### AUDIENCE PROFILE

Audience profile as follows:

- This audience will be primarily between 25 and 50 yrs. old.
- The event will be strictly 21s and over with a limited amount of family tickets for children up to 12 years of age
- Male: female ratio is estimated to be 50:50.



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## ATTENDANCE, CAPACITY, TICKETING

- Maximum capacity is 10,000 persons plus 1000 staff and artists
- Tickets are available on [www.itsbeyondthepale.ie](http://www.itsbeyondthepale.ie). Tickets are only available online; they are not available to buy on site.

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## ACCREDITATION

All patrons, staff, crew and artists must be fully accredited to gain access beyond the accreditation collection point in the car park

Details of wristbands and laminates/lanyards & pass sheets will be distributed to An Garda Siochana in advance of the event.

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## COVID 19

At the time of submitting this plan it is unlikely that any Covid 19 restrictions will be in place when the event takes place. However, if restrictions are re-introduced, a Covid 19 plan will be produced if necessary, outlining:

- Compliance with current Covid 19 restrictions & guidance
- A Covid 19 response plan
- A Covid 19 specific risk assessment specifying the mitigation measures to be put into place, including those relating to travel to and from the event and in the local environment
- Procedures and protocols for the patrons, staff, crew, artistes and stakeholders present
- Procedures in place if a patron or member of staff or anyone else presents with potential symptoms of Covid 19, & procedures to ensure Covid 19 is considered with each patient
- A detailed medical plan outlining the procedures and facilities required to ensure safe practices in terms of Covid 19, including potential mask wearing, isolation facilities, hand sanitising etc
- A communication plan to inform patrons, staff and artistes what is required of them and what measures are in place in terms of Covid 19

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## DRAWINGS

The following site drawings are shown on the appendices & attached separately to this plan

- BTP Site Map 2023 A1 Site Layout & Location Rev 2 12.03.2023
- BTP Site Map 2023 Site layout Rev 2 12.03.2023
- BTP Site Map 2023 Arena Rev 002 12.03.2023
- BTP Site Map 2023 Campsite REV 002 12.03.2023
- BTP Site Map 2023 Camper Caravan REV 002 12.03.2023
- BTP Site Map 2023 Parking REV 002 12.03.2023
- BTP Site map 2023 Site Location 12.03.2023

## 2 MEETINGS

There will be a series of meetings between the organisers and An Garda Siochana, Roundwood and Wicklow Fire Services

### 2.1 PRE SUBMISSION MEETING

A pre submission meeting was held on September 7<sup>th</sup> 2023

### 2.2 EVENT PLANNING MEETING

A planning meeting will be held approximately 5-6 after the licence application has been submitted.

The following organisations will be invited to the meeting:

- Wicklow County Council Planning, Fire Services & Environmental Services
- An Garda Siochana
- Event Manager
- Event Controller
- Medical Coordinator
- Safety Officer
- Other stakeholders

### 2.3 POST EVENT MEETING

A planning meeting will be held approximately 1-2 weeks before the event

The following organisations will be invited to the meeting:

- Wicklow County Council including Planning, Fire Services & Environmental Services
- An Garda Siochana
- Event Manager
- Event Controller
- Medical Coordinator
- Safety Officer
- Other stakeholders

### 2.4 POST EVENT MEETING

There will be a post-event Debrief within 2 weeks of the event. Date to be arranged at the Pre Event meeting

## 2.5 RESIDENTS

A residents Liaison person has been appointed

Contact: **Sean Losack** [residents@itsbeyondthepale.ie](mailto:residents@itsbeyondthepale.ie)

A community meeting will be held for local residents and businesses. Notices relating to this meeting will be posted in locations within the village of Annamoe.

Residents within an agreed radius of Glendalough House will be contacted and notified of an email address ([residents@itsbeyondthepale.ie](mailto:residents@itsbeyondthepale.ie)) to contact the organisers before and after the event and a telephone number (08x xxx xxxx) for use during event hours.

An information letter will also be sent out to the residents 3 weeks before the event

Residents along the road from Roundwood to Lough Dan that will be affected by the traffic entering the site at Oldbridge will also be consulted and given the same telephone number for use during event hours.

### 3 EVENT MANAGEMENT, SAFETY AND OPERATIONAL STAFF

#### 3.1 ROLES AND RESPONSIBILITIES

TITLE	NAME	ORGANISATION	CONTACT DETAILS
EVENT CONTROLLER	Neil Burke	Archetype	087 665 4308
DEPUTY EVENT CONTROLLER	Elaine Fitzsimon	Archetype	086 318 2632
SAFETY OFFICER	Sophie Ridley	Safents Consulting	083 129 3662
PROJECT MANAGER	Elaine Fitzsimon	Archetype	0863182632
DEPUTY SAFETY OFFICER	Grainne O'Shea	Safents Consulting	087 618 2048
HEAD OF SECURITY Arena	Pat Byrne	Integrity Security	087 716 0098
HEAD OF SECURITY Campsite	Mick Feeney	Integrity Security	087 696 4917
MEDICAL CO-ORDINATOR	Glen Ellis	EFAST	087 917 3158
VENUE MANAGEMENT	Gordon MacMillan	Glendalough House	045 906901

#### THE PROMOTOR

The Promotor shall:

- Comply with any Occasional License Conditions
- Comply with Local Authority Requirements
- Comply with requirements of the Gardaí
- Provide all necessary facilities and resources as required by the Event Controller
- Provide all necessary facilities and resources as required by the Event Safety Officer

#### EVENT CONTROLLER

An Event Controller will be appointed by the Promoter for the Festival. S/he has sufficient competence, status and authority to take full responsibility on the day of the event for all matters relating to the event including safety at the site.

The responsibilities of the Event Controller include:

- Take overall control & responsibility for the management of the event.
- Call & chair pre-event planning meetings.
- Ensure the implementation of the Event Management Plan.
- Ensure the provision of adequate stewards & security and first aid & medical staff for the event.
- Control the event from the Event Control room from at least one and half hours before the festival starts each day until at least one hour after it has finished each day (Event Controller or Deputy).
- Conduct a post-event meeting on the event.

#### DEPUTY EVENT CONTROLLER

The Promoter shall appoint a Deputy Event Controller of equal status and competence to the Event Controller.

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## SAFETY OFFICER

A Safety Officer has been appointed by the Promoter for the Festival, The Event Safety Officer has sufficient status, competence & authority to take responsibility for safety at the venue & has the ability to authorise & supervise safety measures. She shall report directly to the Promoter & Event Controller

The responsibilities of the Safety Officer/Deputy Safety Officer are to:

- Ensure that the safety details & conditions agreed for the holding of the event are implemented & site layout & safety arrangements are in accordance with specifications & agreements, as far as they are matters of safety.
- Be present at all major planning meetings.
- Act as a co-ordinator of all technical aspects of arrangements in so far as they impinge on safety matters.
- Attend the event itself to evaluate the efficiency of structural & safety arrangements.
- Pay particular attention to the crowd densities in primary viewing areas.
- Monitor first aid & rescue tactics for distressed patrons.
- Take any necessary action to alleviate any perceived risks.
- Recommend emergency procedures to be initiated.

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## HEAD OF SECURITY

The responsibilities of the Head of Security are:

- To be responsible for the operational management of the stewarding and security arrangements for the event, reporting to the Event Controller.
- To ensure adequate stewards & security are in attendance at each day of the event as agreed with the Event Controller & the Superintendent, An Garda Síochána.
- Provide clearly defined roles & responsibilities & operational briefings for all supervisors and staff.

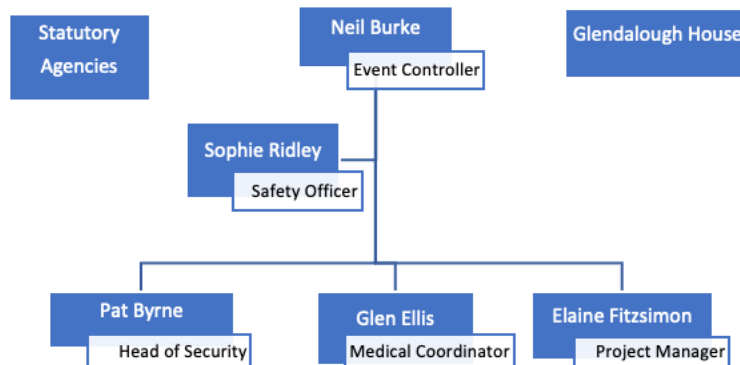
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## MEDICAL CO-ORDINATOR

The Responsibilities of the Event Medical Co-ordinator are to:

- Attend the relevant medical planning meetings.
- Co-ordinate the medical facilities & provision.
- Liaise with all medical agencies.
- Act as Ambulance Incident Officer until an officer from the HSE ambulance Service arrives on site.
- Be present at the event from an hour before the gates open until medical services are stood down by Event Control.

### 3.2 OPERATIONAL ORGANISATIONAL CHART



### 3.3 CONTRACTORS AND SUPPLIERS

The following contractors and suppliers have been engaged to provide services at the Event.

SERVICE	COMPANY	CONTACT NAME	CONTACT DETAILS
Security	Integrity Security	Pat Byrne	087 716 0098
Sanitation	Cleanloo	Mick Doran	085 145 5094
Water Services	AN O'Neill	Alex O'Neill	087 257 2077
Event Medical	EFAST EMS	Glen Ellis	087 917 3158
Event Fire services	EFAST	Ger Butler	
Staging	Castle Stage Hire	Dumitru Cepoi	087 252 4870
Barriers and Fencing	Castle Stage Hire	Dumitru Cepoi	087 252 4870
Tents and Marquees	Byrne Marquees	Tom Byrne	087 821 1988
Power and Site Lighting	GH Energy	John Galgey	+353 (0)1 897 5290
Firefighting Services	EFAST	Ger Trehy	085 2722994
Structural Engineer	Loscher Design Services	Keith Loscher	087 949 2217
Catering	Archetype	Milja Juretic	083 454 9334
Sound Monitoring	SED	James Walsh	087 418 1455
Coach Management	Marathon Travel	Francis Roche	086 261 5470
Radios	Mongey's	David Mongey	085 255 3255
Cleaning & Waste Management	Ryan's Cleaning	Pat Ryan	087 850 5787
CCTV	Flood CCTV	Richard Flood	086 173 7919
Traffic Management	Free Flow	Brían Brady	087 285 9852
Lighting/Sound	Justlite	Paul Smith	086 252 5183
Lighting/Sound	Hertz U	Colm Doyle	086 100 7569
Wi-Fi	Viatel	Lukasz Ptak	01 524 2125

## 4 COMMAND AND CONTROL

### 4.1 EVENT CONTROL

Event control will:

- Be situated in the Production compound.
- Serve as a base for the Event Controller/Deputy Event Controller and Safety Officer.
- Have access strictly limited to members of the Event Management team and the Emergency Services, technical services and any person authorised by the Event Controller.
- Be fitted with site maps and a map of the wider Wicklow area.
- Be collocated with the Garda Command & Control vehicle.
- CCTV will be located in the Event Control.

### 4.2 COMMUNICATIONS

- All senior staff & supervisors will be equipped with two-way radios.
- Staff will be trained in the use of radios.
- Laminated cards will be issued with radio channels listed on one side & key phone numbers on the other.

### 4.3 PUBLIC ADDRESS

Public address systems will be available in all stage areas & linked via the stage managers to Event Control.

### 4.4 LOUD HAILERS

Loud hailers will be issued to all Stage Managers & Supervisors in key locations in order to assist with Crowd Management & in case of public address failure.

### 4.5 ANNOUNCEMENTS

Announcements can be made from the music stages, in between performances. All announcements must be authorised by Event Control and, will request the person(s) concerned to come to the Information & Welfare point

### 4.6 MEETINGS

A daily briefing will take place at 11am each day in Event Control to address any issues of the day. Security Supervisors, Safety Officer, Medical Co-ordinator will attend. Gardaí and other authorities are invited to attend.



An 'exiting' meeting will take place each evening after the main act have started their performance. Relevant security supervisors and Event Safety team will attend. A representative of the Gardai is requested to attend. This is to plan the exiting strategy. Exiting is recognised as a high-risk point of the event and these meetings particularly address that concern.



## 5 SECURITY PROVISION

### 5.1 PROVISION AND TRAINING

The number of security personnel & stewards provided will be decided from a detailed risk assessment that will be conducted to determine the security requirements.

Consideration will be given to the recommendations of the Code of Practice for Safety at Outdoor Pop Concerts & other outdoor musical events. Consideration will also be given to the Private Security Authority requirements of PSA 39:2013 Event Security.

Security staff will have undertaken event-specific training and the company will be licensed for event security by the Private Security Authority.

### 5.2 DUTIES OF SECURITY PERSONNEL

Detailed duties of security personnel for specific areas are given in Appendices. All security shall be under the direct control of the supervisor who will report to the Head Steward who will report to the Event Controller.

### 5.3 IDENTIFICATION AND REGISTRATION OF SECURITY

All security personnel will wear hi-vis tabards or jackets with identifying numbers. A list of names & corresponding numbers will be available to the relevant authorities.

All security personnel will sign in at the start & end of the shift. These sheets will be available to An Garda Síochána

### 5.4 BRIEFING

All supervisors will be briefed by the Event Controller & Safety Officer before the event.

This briefing may be attended by a senior Garda Officer and representatives & other emergency services.

Additional briefing will be held where necessary.

Supervisors will 'cascade' brief their staff. Areas to cover in the briefing:

- Details of the Event
- Risk Assessment
- Audience Profiles
- Emergency Procedures
- Duties of Personnel in Specific Areas
- Exiting Arrangements
- General Information
- Lost Children & Property

## 5.5 ZONE AND ALLOCATIONS

Security will be allocated to specific areas and zones. A schedule of security shifts and positions will be available to the Gardai.

## 5.6 INCIDENT REPORTING

All staff will provide written reports of any incidents that may occur in the course of their duties. Incident reports are required when:

- A patron has to be asked to leave or is evicted.
- Involves physical intervention/involvement.
- The Gardai or medical staff have to be called to an incident.
- A patron has anything other than a minor complaint.
- An incident involves safety issues.
- Any incident they are asked to report on by the Head of Security or Event Controller.
- 

## 5.7 SECURITY DEPLOYMENT

Please see Appendices

## 5.8 SECURITY POSITIONS PLOTTED

Spot maps of security positions can be found in a later version of the EMP

## 6 SAFETY STRATEGY

### 6.1 OBJECTIVES, RISK ASSESSMENTS, CODES OF PRACTICE

It is the promoter's objective to provide competent trained staff and recognised safety management systems including risk assessments, in order to ensure a safe event with minimum risks to the health, safety & welfare of those attending and working at the Festival.

The planning of this event has been undertaken in accordance with the recommendations of the following Codes, Guidance, Acts & Regulations, where these are considered relevant & practicable for this event:

- *Code of Practice for Safety at Outdoor Pop Concerts & other outdoor musical events*
- *Code of Practice for Safety at Sports Grounds*
- *Code of Practice for Management of Fire Safety in Places of Assembly, Department of the Environment*
- *Fire Safety in Places of Assembly (Ease of Escape) Regulations*
- *Code of Practice for Fire Safety of Furnishings & Fittings in Places of Assembly, Department of Environment*
- *Fire Services Act 1981 & Amendment 2003*
- *A Framework for Major Emergency Management, PRN.A6/1509*
- *Health, Safety & Welfare at Work Act 2005*
- *Health, Safety & Welfare at Work (Construction Regs) 2013*
- *Health, Safety & Welfare at Work (General Applications) Regs 2007 - 2016*

Hazard identification & risk assessment provide the basis for this safety plan. The event specific risk assessment is provided in the Appendices. Risk assessment is a continuous process and as such the risk assessment will be updated regularly.

## 7 EVENT SAFETY MEASURES

### 7.1 CAPACITY ANALYSIS

The Safe Holding Capacity for the Event will be determined by establishing the:

- Holding Capacity
- Entrancing Capacity
- Emergency Exiting Capacity

The safe holding capacity will be whichever is the lower of the holding capacity or the emergency exiting capacity

Location	Entrancing capacity	Holding Capacity	Emergency Exiting capacity	Capacity – based on lowest figure	Proposed maximum
Arena	28,800	21,560 +	24,928	8,710	4,950

As can be seen above there is ample holding capacity and emergency exiting capacity for the proposed capacity of 10,000 patrons plus 1000 staff & artists

#### VENUE HOLDING CAPACITY

As per attached drawings, the venue holding capacity is determined by using the available space within the sightlines of stages and other space available for members of the public.

The safe holding capacity is calculated in accordance with the Code of Practice for Pop Concerts by using 0.5m<sup>2</sup> per person. The net viewing area is the area available to the public after production has been installed

Location	Net Viewing Area	Occupancy Load Factor	Capacity
Main Stage Area	5000m <sup>2</sup>	.5 m <sup>2</sup> per person	10,000
The Big romance – stage 2	3840m <sup>2</sup>	.5 m <sup>2</sup> per person	7,680
Selective memory – stage 3	1520m <sup>2</sup>	.5m <sup>2</sup> per person	3,080
Strawberry Fields – stage 4	400m <sup>2</sup>	.5 m <sup>2</sup> per person	800
		TOTAL	21, 560

Plus ample circulation space – bars, concession stands etc

#### ENTRANCE CAPACITY

Safe and controlled entrancing will be achieved by using a barrier system and stewarding.

On the basis that the audience are likely to enter over 3 hours, the maximum hourly demand should not be more than 7,500 persons an hour. Research has shown that it is possible to process 600-800 people an hour through each ticket lane.

ENTRANCE CAPACITY			
Number of Lanes	Persons Per Lane Per Hour	Entrancing Duration	Entrancing Capacity
Carpark entrance			8 lanes - 14,400 in 3 hours
Campervan & bus Entrance	600-800	3 hrs	8 lanes = 14,400 in 3 hrs

## EMERGENCY EXITING CAPACITY

### MAIN ARENA

The emergency exits capacity from the Main Arena is as follows:

EMERGENCY EXIT CAPACITIES						
EXIT	REF	EXIT WIDTH (mm)	UNIT WIDTH (mm)	NUMBER OF PATRONS PER UNIT	EXIT TIME (minutes)	EXIT CAPACITY (persons)
Main entrance	EE26	10000	1m	82	8	6,560
	EE27	5000	1M	82	8	3,280
	EE21	7000	1M	82	8	4,592
	EE22	7000	1M	82	8	4,592
	EE23	7000	1M	82	8	4,592
	Ee24	7000	1M	82	8	4,592
	EE25	5000	1M	82	8	3,280
TOTAL	7	51m				31,488
					TOTAL LESS WIDEST EXIT	24,928

Total emergency exiting is over 24,000 which exceeds the proposed capacity of 10,000 and produces an emergency egress time of less than 8 minutes, having allowed for a discounted exit.

### TENTED AREAS

The required exit capacity in each performance tent will be determined using the UK Home Office Guide to Fire Precautions in Places of Entertainment (Tented Structure) using an emergency egress time of 2.5mins from each tent. The Big Tops being used for Stage 3 & 4 will have exiting based on a unit with of 1m allowing for 82 persons a minute over 2.5 minutes , to allow for sufficient exiting for the capacity having discounted the widest exit.

Any smaller tents (capacity of 50 - 300 and less) will have a minimum of 2 exits of 1.65m each.

## CAMPING AREAS

The exact breakdown of general v family v glamping will not be known until closer to the event when the spread of ticket sales is clear. This is however room & emergency exiting to split the 10,000 persons in whichever configuration.

EMERGENCY EXIT CAPACITIES						
EXIT	REF	EXIT WIDTH (mm)	UNIT WIDTH (mm)	NUMBER OF PATRONS PER UNIT	EXIT TIME (minutes)	EXIT CAPACITY (persons)
GENERAL CAMPING A	EE10	4000	1M	82	8	2,624
GENERAL CAMPING A	EE19	7000	1M	82	8	4,592
GENERAL CAMPING A	EE20	7000	1M	82	8	4,592
TOTAL						11,808
				CAMPSITE A	Total less widest exit	7,216
GENERAL CAMPING B	EE18	7000	1M	82	8	4,592
GENERAL CAMPING B	EE14	7000	1M	82	8	4,592
GENERAL CAMPING B	EE15	5000	1M	82	8	2,624
GENERAL CAMPING B	EE11	5000				3,280
TOTAL						15,088
				CAMPSITE B	TOTAL LESS WIDEST EXIT	10,496
GLAMPING	EE12	7000	1M	82	8	4,592
GLAMPING	EE13	7000	1M	82	8	4,592
TOTAL						9,184
				GLAMPING	TOTAL LESS WIDEST EXIT	4,592
FAMILY CAMPING	EE16	5000	1M	82	8	3,280
FAMILY CAMPING	EE17	7000	1M	82	8	4592
TOTAL						7,872
				FAMILY CMPING	TOTAL LESS WIDEST EXIT	3,280
TOTALS						
CAMPSITE A		7,216				
CAMPSITE B		10,946				
GLAMPING		4592				
FAMILY		3,280				

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## CAMPERVANS & CARAVANS & UNIVERSAL ACCESS CAMPING

Capacities of each campsite are yet to be determined as they are dictated by sales but will be defined in the final EMP and adequate emergency exiting will be provided – additional emergency exits will be provided if necessary.

At the moment 150 campervans/caravans are shown on the drawing with 21m of emergency exiting and exiting for over 9,000 once the widest exit is discounted

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## CAPACITY CONTROL

All areas and exits will be manned by security. Should an area become 90% full, Event Control will be informed and entrancing restricted to a 1 out 1 in basis. Areas will be continually monitored by CCTV and the Security supervisor for that area.

## 7.2 FIRE AND EMERGENCY SAFETY MANAGEMENT

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### FIRE FIGHTING EQUIPMENT

- Fire extinguishers shall be placed in designated fire points, as agreed with the Safety Officer and Wicklow Fire Service. All extinguishers shall conform to the requirements of IS 291:2022
- Current certification on testing & maintenance of all fire extinguishers will be provided by the specialist suppliers & shall be available for inspection. This shall certify that all extinguishers have been inspected in the previous 11 months and are fit for purpose.
- Where fire blankets are required, they will conform to IS 1869 :2019.

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### STAFF TRAINING

All security staff, traders and supervisory event staff will be trained in the correct use of fire extinguishers. A list will be maintained of personnel who have undertaken this course.

The course will be given by EFAST.

Contact:            Gerry Trehy                      085 272 2994                      ger.trehy@efastireland.com

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### FIRE TOWERS

Fire watch towers in each of the campsites manned 24 hours by security staff. The position of these is shown on the site drawing

## FIREFIGHTING SERVICE

A fire tender and a jeep with water tanks, firefighting equipment & trained fire fighters will be provided for immediate fire cover. Standard operating procedures shall be agreed between this service and Wicklow Fire Service. There will be 5 fire fighters on duty throughout the event.

The fire tender will be stationed beside the Medical Centre

### Water supply for fire fighting

The fire tenders has a capacity of 1800 litres

The fire crew will have a portable pump at the lakeside which will act as a water relay pumping water to the fire tender at the top of the hill. This fire tender will be the initial primary fire tender pumping water to a fire, should it occur

### Fire Jeep



#### Fire Jeep – equipped with

- CO2 Fire Extinguishers 2kg & 5Kg Qty varies according to risk assessment
- Foam Fire Extinguishers 6kg
- Powder Fire Extinguisher 6kg
- Chemical Foam Extinguisher 6kg
- Fire Blanket
- Shovel, spade, grab pole, rake,
- Water Gel burn kits all sizes
- Full PPE fire Kit



#### Fire Appliance Dennis XI Sabre equipped with::

- Water capacity 1800ltr
- Pumping cap 14ltr p minute
- 2 x First Aid Reel high pressure
- Portable pumps
- Hard Suction Hose
- Standpipe, keys and step ups,
- Shovel, pick, hammer, rake poles, etc
- Rescue throw bags,
- Rescue Ropes variable sizes



### Fire Crew details & training

All firefighters working with EFAST on this event are fully trained emergency front line fire fighters who work for Dublin Fire Brigade, Irish Defence Forces or Dublin Airport Fire Service. They are all also qualified fire instructors as well as fire fighters

They are all fully qualified and have many years of experience in:

- Pump operation
- Breathing apparatus
- Confined space and rescue
- RTC's
- Fire fighting

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### FLAMMABLE SUBSTANCES, COMBUSTIBLE WASTE & FURNISHINGS

- Test Certificates in flammability ratings of covering materials used on stage, mixing tower and marquees shall be provided by specialist contractors and will be available for inspection.
- Storage of any combustible materials shall not be permitted on or under any staging. All combustible waste shall be disposed of in appropriate containers.
- All furnishings will conform to the *Code of Practice for Fire Safety of Furnishings & Fittings in Places of Assembly*.
- All machinery & generators will be fuelled before the public are admitted.
- Fuel will be stored in a non-public area & in appropriate storage containers.
- Flammable substances on site will consist of fuel for electrical generators & propane gas.

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### USE OF LPG

The use of LPG shall be discouraged onsite, however, if LPG must be used by catering or concessions units the following rules and regulations shall be applied.

- Gas installed shall be tested and certified by licensed gas installer.
- All Gas units shall be 6m away from the nearest structure, temporary and permanent.
- Gas cylinders shall be caged.
- Maximum of 2 cylinders shall be permitted at each unit.
- Emergency shut off to be clearly marked and accessible.
- Gas locations to be shown on the final site drawing

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### PYROTECHNICS

There will be no pyrotechnics at this event.

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## ELECTRICAL INSTALLATIONS AND EMERGENCY LIGHTING

Installation of generators & lighting will be undertaken by a competent electrician who will provide written confirmation that the installation meets the relevant RECI standards/IS 10101. This will be available for inspection by the relevant authorities.

Emergency lighting & Illuminated (maintained) exit signage in the structures is to be provided in accordance with I.S.3217

There will be a duty electrician on site for the duration of the event. He will always be contactable by radio.

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## SMOKING

There will be no smoking in any covered area in accordance with current legislation. Signage will be posted to that effect & security will be briefed accordingly. Signage will also be posted in catering & bar units.

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## EMERGENCY EXIT ROUTES AND EMERGENCY ACCESS ROUTES

All emergency routes & exits are to be kept free of obstructions & trip hazards and to be readily usable for the duration of the event in order to comply with the Fire Safety in Places of Assembly (Ease of Escape Regulations) 1985. The Emergency Access Routes will be agreed with the Emergency Services.

Crowd control barriers at the entrances shall be removed as soon as is practicable. In the event of an evacuation, all barriers are to be cleared to the side of an exit immediately.

Before the gates are opened to the public the Safety Officer shall check all exit gates are open and unlocked & that chains, locks etc. are removed so that the gates can be opened quickly in the case of an evacuation.

### 7.3 LIGHTING

Lighting towers or individual lights will be placed at the entrances to the site and other key positions on the site egress routes, where necessary. These will be powered by a local electrical generator.

The main stage will be fitted with a bank of lights which will light the arena. Additional lighting will be provided for circulation routes by means of festoon lighting and tower lights.

Lighting towers are shown on the site drawings. Festoon runs will be shown in the next version of the EMP.

## 8 TEMPORARY DEMOUNTABLE STRUCTURES AND INFRASTRUCTURE

### 8.1 STAGING, TENTAGE AND MARQUEES

Temporary structures such as stages, marquees & delay & mixing towers will be constructed by specialist staging & tenting contractors. A full list of structures will be provided in the next version of the EMP.

#### WIND AND WEATHER MANAGEMENT

One of the greatest risks with temporary structures is that of high winds. Contractors will provide a wind management system for their structures; an anemometer will be fitted on the highest point of the main stage and wind speeds will be monitored throughout the event by the staging contractor. Mitigation measures will be applied at the appropriate wind speed.

Companies erecting temporary structures will provide a wind management plan which should clearly state:

- Level 1 wind speed - at which speed the structure & the wind speeds require monitoring
- Level 2 wind speed at which speed mitigation measures are taken & what those measures are
- Level 3 at which speed the structure should be closed and evacuation of the area initiated.

#### CERTIFICATION

A Chartered Engineer will inspect & certify the relevant temporary structures before the event and certification will be available for inspection. In the case of high winds, the structures will be recertified.

Loscher Moran

Contact: Keith Loscher 087 949 2217 keith@lme.ie

#### ERECTION OF TEMPORARY STRUCTURES

All temporary structures will be erected & dismantled in accordance with the Code of Practice for Safety at Sports Ground paragraphs 14.3 - 14.7 & the ISE Guide to Temporary Structures. All temporary structures will be erected by competent contractors on accordance with submitted calculations, plans & specification, and in accordance with their method statements and risk assessments.

### 8.2 BARRIERS AND FENCING

#### FRONT OF STAGE BARRIER

The front of stage barriers will be constructed of a free-standing barrier, approved for use at outdoor concerts. Engineering reports ARE available to confirm that it is capable of withstanding a pressure of 5kN/m run at 1.2m height.

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## TEMPORARY FENCING AND CROWD CONTROL

Temporary Fencing & Crowd Control Barriers will be used at points to secure the site boundaries, emergency routes, protect structures and facilitate crowd management where necessary. Fence and barrier lines are shown on the site drawings.

### 8.3 REMOVAL OR TEMPORARY STRUCTURES

Removal of all temporary structures will start immediately after the event has finished. Removal of all temporary structures & facilities will be completed within 7 days.

### 8.4 REPAIRS, REINSTATEMENT AND REMEDIAL WORKS

Any repairs, reinstatement or remedial works required on the site or the surrounding areas as a direct result of Event Operations will be completed in the time agreed by all relevant authorities.

Repairs to the site road network will be completed in advance of the event to ensure sufficient access for emergency vehicles and production traffic. This will also include tree pruning to ensure sufficient height clearance and an upgrade to the pedestrian route to the carpark and the campsite.

## 9 ENVIRONMENTAL AND WELFARE

### 9.1 FACILITIES FOR PATRONS WITH DISABILITIES

- Wheelchair accessible toilets will be provided in each block of toilets.
- Parking for cars with Blue mobility-impaired stickers & those registered for Special Needs Parking will be provided in the car park area closest to the campsites
- Camping will be provided in a sufficiently flat area with good access to the arena
- Facilities will be provided for the charging of electrical wheelchairs
- Provision can be made in the main medical post in the campsite for medication to be refrigerated

### 9.2 CONCESSIONS

The concessionaires will be managed by Archetype

Contact: Vanessa Clarke VSC 086 300 7332 vanessasclarke@gmail.com

There will be several concessions on site, and these will be managed by VSC. VSC will be responsible for liaising with the individual concessions and ensuring, in line with the Waste Management (Food Waste) Regulations, adequate arrangements are in place for the handling, storage, temperature control, traceability systems and disposal of all food under their responsibility.

VSC will be responsible for liaising with Wicklow County Council Environmental Department in relation to food traders.

All concessions must be pre-registered with VSC and provide necessary documentation 14 days in advance of the event including:

- Insurance
- Electrical certs for the units
- PAT certs for all electrical points
- Certification for emergency training
- HSE Registration
- Details of food safety training
- Fire safety details

Event details, and terms and conditions are provided to the concessions in advance and each concession are required to consider:

- No single-use plastics.
- Reduction in packaging from suppliers.
- Using separate bins for different waste – black, green, brown bins etc.
- Signage at each unit to promote waste reduction, reuse and recycling.
- Separating waste for recycling including food waste.

Details of proposed concessions and applicable HSE Registration will be forwarded directly to Wicklow County Council Environmental Health Section

- All Food vending units will be placed at least 6m apart, unless otherwise agreed and 3m from any trees or vegetation. Gas operated units will be a minimum of 6m from the next nearest unit.
- Crowd control barriers or temporary fencing will be used to prevent public access behind the units & to the waste storage areas.
- Units will be provided with waste management facilities and these will be managed appropriately so as not to provide a fire hazard. There will be separate waste management facilities for general, recyclable and food & water waste. 240l bins for general, recyclable, food waste & wastewater will be provided and emptied regularly.
- Each unit will be equipped with the appropriate fire prevention equipment. The Event Safety Officer will inspect each unit before the event, see below
- Each unit will either be on hard standing or will have its own cleanable floor.

### **CONCESSIONS FIRE FIGHTING**

The supplier of the concession unit will be responsible for their own fire safety, as follows:

All units must provide their own firefighting equipment, consisting of, at a minimum:

#### Non-Cooking Units

- 1 x 6l Water extinguisher
- 1 x 2kg CO2 fire extinguisher

#### Hot Food Units=

- 1 x 6l Water extinguisher
- 1x 1m<sup>2</sup> light duty fire blanket
- 1 x 5kg CO2 fire extinguisher

#### Deep Fat Frying Units

- 1 x 6l Water extinguisher
- 1 x 2kg CO2 extinguisher
- 1 x 6L Wet Chemical extinguisher
- 1x 1.8m<sup>2</sup> light duty fire blanket

All portable fire extinguishers brought to site by vendors, shall be in accordance with the recommendations of IS 291 2022 and should be manufactured to the appropriate standard such as IS EN3-7. Fire Blankets shall be BS EN 1869:2019 (light) & BS 7944:1999 (heavy) as appropriate.

- All personnel must be trained to use firefighting equipment [Certification of this should be available on request], emergency procedures and evacuation procedures on site.
- Units must remove their rubbish on a regular basis to eliminate potential fire hazards, they shall not store rubbish outside designated areas.
- Concession unit staff must follow any instruction given by the Event Controller or Safety Officer
- All escape routes are to be kept unobstructed
- All concessionary units to be provided with a conspicuously located emergency knock-off switch, for shutting off the gas / electricity in the event of an emergency. All staff to be aware of its location
- Smoking in or around the catering unit is prohibited
- All concession units must familiarise themselves with the Emergency Access / Egress route
- In the event of a fire:
  - raise the alarm and ask the public to stand away
  - If it is safe to do so, fight the fire using the nearest suitable equipment
  - If danger threatens, evacuate the area

### 9.3 BARS

Bar facilities will be provided at this event. The Occasional licence will be supplied by TBC

An alcohol management plan will be drawn up. The opening times will be as agreed with the relevant authorities.

- There will be crowd control barriers forming queuing lanes into the counter service bars to ensure strict control of the numbers within the bar area.
- Security will ensure that persons appearing to be intoxicated will not be permitted into the queues.
- Crowd control barriers and/or temporary fencing will ensure the area behind the bars are inaccessible to patrons.
- Security and bar staff will check IDs for underage drinkers on a 'Challenge 23' basis.
- Drinks are to be served in plastic beakers only.
- The bars are to be monitored closely by the Event Safety Officer and the designated Garda officer on site.

Bar locations are shown on the site plan.

### 9.4 SANITATION FACILITIES

These requirements for toilets have been based on a maximum capacity of 10,000 plus staff & artists

CAPACITY BREAKDOWN					
Capacity	%	No. of Persons			
Total	100	10,000			
SANITATION REQUIREMENTS					
Capacity	No. of Temporary Toilets		No. of Temporary Trailer units	No. of units Temporary Urinals	No. of Disabled Toilets
Arena					
Gender Neutral	110			56	

Disabled	4			4
Camping, Caravans & Campervans				
Gender Neutral	90	2	8	
Disabled	2			2
Artist Area				
Gender Neutral		1		
Disabled				
Access Camping				
Gender Neutral	10			
Disabled				8
TOTALS	216	3	64	8

#### Toilets will be:

- Self-contained chemical toilets with integral hand wash facilities.
- Provided, installed & maintained over the event by a specialist company.
- Clearly signposted throughout venue.
- Situated to avoid areas known to be prone to pooling.
- The requirement for hand-washing facilities will be fulfilled by hand sanitisers being provided in each toilet and in the urinals areas.
- Will be separated into Male and Female toilets and there will be a licensed security member to manage any queues at this blocks

#### Additional; Toilet Locations:

- Toilets are located as shown on the site drawings
- Toilet trailers for artists in backstage areas
- At catering & bar units for Concessionaires: 1 WC per 4 units
- First Aid posts

## 9.5 POTABLE WATER

#### Drinking water facilities will be provided:

- As specially constructed units having multiple tap outlets.
- Provided at the ratio of 1:1000 i.e. at least 5 drinking water outlets with 4 taps each, situated at the front of the main stage, and beside toilet blocks and in the campsites
- The points shall be signposted & labelled as drinking water.
- Drinking water shall be provided from a 30,000L tanker
- Drinking water points are shown on the site drawings

#### Water tankers:





2 tankers & water will be supplied from Kelly Environmental Services.

Testing of the water supply will be undertaken the week before the event - results of which will be supplied to relevant authorities. The tankers will be checked on Sunday for water levels and if water supply is low another tanker will be brought in.

Contact info: [info@kellyes.ie](mailto:info@kellyes.ie) / 01 287 5670

## 10 ENVIRONMENTAL MONITORING AND PROTECTION

### 10.1 ENVIRONMENTAL MONITORING

The following will be monitored in order to assess the environmental impact of this event on the local area:

- Sound levels – will be monitored before & during the event.
- Accumulation of litter – will be monitored at regular intervals, including immediately after the event.
- Any congestion on entrance & exit points to the site particularly at busy times.
- Any major build-up of traffic or problems with parking attributable to the Festival.

### 10.2 LITTER AND WASTE MANAGEMENT

Bins will be provided and collected & removed by Ryan's Cleaning, a professional licensed company.

Facilities provided will be:

- TBC 240lt bins around the site including recycling bins.
- TBC x 1100 bins or concession unit waste plus a compactor.
- Concessionaires will conform to food waste legislation.
- TBC x litter pickers each day & until the venue is cleaned & rubbish cleared.
- Immediately after the event, there will be a comprehensive clean-up of the designated areas & litter will be removed as soon as is practicable to an approved landfill site.
- There will be a final clean up before the site is handed back to Glendalough House Estate

Contact: Ryans Cleaning

[Gemma.Callanan@ryanscleaning.ie](mailto:Gemma.Callanan@ryanscleaning.ie)

087 225 2579

A Litter Management Plan & a Waste Management Plan will be included in the next version of the EMP.

### 10.3 SINGLE USE PLASTICS

Every attempt to discourage the use of single use plastics will be applied at this Festival.

### 10.4 WATER COURSES

Any watercourses will be monitored to ensure there is no contamination from concert facilities & infrastructure.

### 10.5 SOUND MONITORING

The promoters will ensure that the sound levels at the concert will be in accordance with statutory requirements.

A noise consultant will be employed to monitor sound levels both at the sound check period and throughout the event.

A noise control plan will be produced for the event



Sound by Design James Walsh

[jwalsh@sed.ie](mailto:jwalsh@sed.ie)

087 418 1455

## 11 CROWD MANAGEMENT

### 11.1 TICKETING AND ENTRANCING

- Ticket Sales will be in advance and capped at the stated capacity.
- No tickets will be on sale at the event.

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#### ADMISSION POLICY

Age Restrictions are as follows:

- 12 – 20 yr. olds are not permitted at the Festival
- Under 12 yrs. old will be admitted with a child's ticket and must be accompanied by an adult with an adult ticket
- Adult entry is restricted to 21 yrs. and over. Ages will be checked upon entrance on a Challenge 23 basis – i.e. anyone who is perceived to be under 23 will be asked for proof of age.

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#### ENTRANCE ROUTES AND ENTRY POINTS

- Patrons will be advised of their designated entrance route. Queues will be maintained in an orderly fashion through queue management barrier systems and stewarding.
- Campers will have their tickets scanned and exchanged for wristbands at the entry point to their specific camping e.g. camping, glamping or campervans/caravans.
- No cars will be stopped at the entrance to the Estate.

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#### TICKET SCANNING

- All tickets will be scanned on entry – patrons will be issued with wristbands that will allow re-entry, although it is expected that that very few will leave and return during the weekend, if any

### 11.2 SEARCHING

Search Policy for the Event is as follows:

- The search policy for the event will be well publicised and emailed to every patron before the event. It will list the banned items.
- A reasonable amount of alcohol will be allowed into the campsite. See Search policy below.
- All patrons will be subject to a ticket scan and search on entry to the campsites.
- The search will consist of a pat down body search and thorough bag search. Female security personnel will conduct searches on female patrons.
- Should patrons leave the event site, they are subject to search upon re-entry. Alcohol is only permitted as per the policy below.

- Entry is subject to search, no exceptions.

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## CARAVANS & CAMPERVAN AREAS

- Patrons with wristbands for the campervan & caravan area will be subject to a search on exiting the campervan & caravan area, near the arena entrance.
- Alcohol is only permitted as per the policy below. Security will check wristbands on entry to this area.

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## COMFY CAMPING & GLAMPING AREAS

- Access to these areas is only permitted with Comfy Camping and/or Glamping wristbands. Security will check wristbands on entry to this area.
- Patrons searched at main campsite entrance.

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## PROHIBITED ITEMS

The list of Prohibited items for the Event will be publicised in advance & emailed to every patron

- Aerosols over 250ml
- Air horns / Megaphones
- All gas canisters of any size (including nitrous oxide)
- Any items which may reasonably be considered for use as a weapon
- Chinese lanterns
- Disposable BBQs and permitted cooking stoves
- Green Heat Base Camp Cooker, Solid Fuel Stoves, Firelighters / Firelighter Stoves, Disposable Barbeques, Methylated / “Trangia” Spirit Stoves
- Fireworks / Flares
- Fitted gas canisters/cylinders in campervans
- Generators
- Glass bottles, jars,
- Illegal substances / Legal/herbal highs
- Petrol Burner
- Portable laser equipment and pens
- Professional cameras, video/audio equipment
- Sound systems
- Unofficial tabards and reflective jackets

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## PERMITTED ALCOHOL POLICY

- 24 cans of beer/cider
- Or 1 litre of spirits

- Or 1.5 litres of wine
  
- All items must be for personal consumption.
- The above items can be brought into the campsite and main arena. No glass bottles are allowed.
- Alcohol can be brought into the campsite at time of first entry only. Alcohol will not be permitted upon subsequent entries.

### 11.3 CROWD MONITORING

All Areas will be monitored by CCTV & supervisory personnel. Should an area become uncomfortable, security, directed by Event Control, will divert patrons to a different area. In covered areas, security will monitor numbers entering these areas. When the specific area becomes 85% full security will inform Event Control immediately and measures will be taken to divert patrons to other areas & close off that area. Special precautions will be taken when weather is inclement & when very popular artists are on stage.

### 11.4 LOST PERSONS

Lost persons/child procedures and Beyond the Pale's child protection policy are to be found in the Appendix.

### 11.5 LOST PROPERTY

Any property handed into staff will be brought to the Information point situated in the Main Campsite. Gardai will be notified of any car keys or valuables. After the event, all items in Lost Property will be listed on the Festival's Facebook page.

## 12 MEDICAL FACILITIES

### 12.1 PROVISION

Medical staff & facilities for this event will be in accordance with the recommendations for the Code of Practice for Safety at Pop Concerts.

### 12.2 MEDICAL PLAN

A medical plan for the event has been produced by EFAST EMS & can be found in the Appendix

Contact: Glen Ellis [glen.ellis@efastireland.com](mailto:glen.ellis@efastireland.com) 087 917 3158

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#### EVENT MEDICAL COORDINATOR

A Medical Co-ordinator has been appointed by the promoter. He will:

- Attend the relevant medical planning meetings.
- Co-ordinate the medical facilities & provision.
- Liaise with all medical agencies.
- Act as Ambulance Incident Officer until an officer from the HSE ambulance Service arrives on site.
- Be present at the event from an hour before the gates open until medical services are stood down by Event Control.

Contact: Glen Ellis [glen.ellis@efastireland.com](mailto:glen.ellis@efastireland.com) 087 917 3158

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#### EMERGENCY AMBULANCE

2 emergency ambulance will be provided in recognition of the distance to 24-hour tertiary care and the current turnaround times at hospitals as advised by HSE Emergency Manager

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#### FACILITIES

A Medical centre will be provided in the general Campsite – this will be resourced & equipped as per the Medical Plan

Temporary First Aid Posts will be provided at the locations shown on the Site Drawing.

## 13 EMERGENCY PLANS AND PROCEDURES

### 13.1 EMERGENCY PLANS AND PROCEDURES

Emergency plans & procedures for each of the following are contained in Appendices

- In the event of fire
- In the event of a bomb warning
- In the event of extreme weather
- In the event of crowd disturbances
- Show Stop procedures
- Announcements
- Evacuation procedures
- Stand Down
- Coded Messages

### 13.2 KEY PERSONNEL

#### EVENT CONTROLLER

The person who has overall responsibility for the management of the event. S/he remains in control unless a serious emergency occurs at which stage s/he hands over control to the Emergency Controller.

#### EMERGENCY CONTROLLER

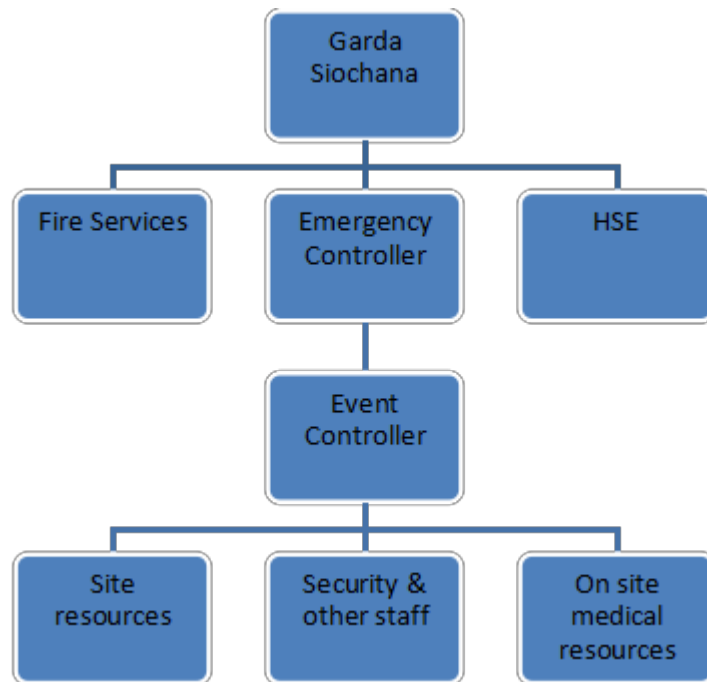
The Emergency Controller is the Senior Garda Officer present who will take over control of the entire operation until or unless other Emergency Services i.e. HSE & Fire Service are present, in which case each service will exercise control over its own operation.

### 13.3 ACTIVATION OF THE EMERGENCY PLAN

A Major Emergency arises if the resources available on site – Medical, Security, Gardai, Or Fire Services are not sufficient to deal with the situation.

Once this situation is identified the Event Controller shall hand over control to the Senior Garda Officer present. This Senior Garda Officer will become the Emergency Controller.





#### 13.4 TRANSFER OF RESPONSIBILITY TO THE EMERGENCY CONTROLLER

The transfer of responsibility to an Emergency Controller should be accompanied by a formal statement:

*'You are now in control of operations'*

and the time of transfer should be logged by both the Event Controller and the Emergency Controller. At this point, the Event Controller should support the Emergency Controller with all event resources available.

The Emergency Controller shall immediately confirm the nature & location of the emergency. He/she shall immediately inform the Communications Centre at Garda Regional Headquarters that a Serious Emergency exists, or is imminent, at Glendalough Estate, Glendalough, Co Wicklow & the Emergency Plan has been activated.

#### 13.5 ACTIONS IN THE EVENT OF A MAJOR EMERGENCY

##### AN GARDA SIOCHANA

- Gardai will undertake duties assigned in the Major Emergency Plan & in accordance with standard operations procedures.
- Provide advice & direction to the Event Controller.
- Senior Garda officer present to act as Emergency Controller if control is passed over from the Event Controller.

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## LOCAL AUTHORITY

- The Local Authority including the Fire Service will undertake duties assigned in the Major Emergency Plan & in accordance with standard operational procedures.
- Provide advice & direction to the Event Controller.

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## HEALTH SERVICE EXECUTIVE

- The HSE will undertake the duties assigned in the Major Emergency Plan & in accordance with standard operational procedures.
- Provide advice & direction to the Event Controller.

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## EVENT CONTROLLER

- Will remain in the Event Control on being informed of a Major Emergency.
- Will establish communications with:
  - o The Statutory Agencies via radio/telephone/face to face The Safety Officer - located at the scene of the incident.
  - o The Head of Security - located at the scene of the incident.
- Will hand over control of the incident to the Statutory Agencies and provide assistance as required.
- Take command of resources and ensure that assistance required by the Statutory Agencies is provided.
- Brief the KCC officials of the situation and the action being taken.
- Provide briefing information for dissemination to the media.
- Cancel all other elements of the event until normality is restored.

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## EVENT SAFETY OFFICER

- Will proceed to the scene and take control of all event resources at that location.
- Will advise the Event Controller of the safety implications of the incident.
- Will advise the Head of Security of the safety considerations that should be considered while assisting at the scene.
- Take command at the scene if necessary.

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## HEAD OF SECURITY

- Will proceed to the scene and report to the Safety Officer for instructions.
- Assist the Statutory Agencies as requested. Reports on assistance rendered to be made to the Event Controller.
- Redeploy security staff from other areas if necessary.



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## EVENT STAFF

- Will be under the control of the Event Controller.
- Will render assistance when requested through the Event Controller.

## 14 TRAFFIC MANAGEMENT PLAN

### 14.1 CONSULTATION

A traffic management plan will be finalised after further consultations with An Garda Síochána. A draft traffic plan can be found in the Appendix

### 14.2 MEDIA COVERAGE

Traffic Directions, Restrictions and Parking Arrangements will be highlighted by the promoter by means of:

- Press Releases.
- Social Media Channels.
- Emails to all patrons

### 14.3 TRAFFIC MANAGEMENT DETAILS

- Cars will be directed via signage and Traffic Management Stewards to turn right at the start of Roundwood village up Togher Páirc road, up the Wicklow Way road to Oldbridge where they will be directed by Traffic Management stewards into the site.
- A Garda Síochána will manage traffic on the public roads; Free Flow traffic management will manage traffic on the Estate roads
- Caravans, Taxis & Drop Offs approach from R755 to the main gate of Glendalough Estate directed left into main parking field approach from R755 to the main gate of Glendalough Estate.
- Buses approach from R755 to the main gate of Glendalough Estate then continue up the avenue, then left towards the disused farming sheds where patrons are unloaded and guided towards the pedestrian access route.
- Buses must exit site after unloading.
- All crossing points between traffic/pedestrians will be manned.
- A stop/go system will be in place on the main Avenue

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#### PRIVATE COACH

Private coaches will drop off and pick up at the designated Bus Drop off area. The route is shown on the site drawing

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#### SHUTTLE BUS

Shuttle buses will be provided by Marathon Travel from and to Dublin and drop and pick at the designated Drop off area. This route is shown on site drawing

Contact: Francis Roche

086 261 5470

[francis@marathontravel.ie](mailto:francis@marathontravel.ie)

#### 14.4 MANAGEMENT OF FRONT GATE

An Garda Siochana will manage the public roads

Freeflow traffic management will manage the exiting from within the site. Laybys have been added to the entry route. Any vehicles leaving will be held in these laybys until Freeflow permit them to exit the site. Priority will be given to those entering the site so as not to cause an obstruction on the public roads. No cars will be stopped upon entry to the site.

Freeflow Traffic management	Brian Brady	Brian.brady@fftm.ie	087 285 9852
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#### 14.5 CARPARKING

Parking will be provided as shown on the site layout drawing

The parking will be managed by The Traffic Man, a professional event car park management company

Contact:	Tim Kinghan	<a href="mailto:tkinghan@gmail.com">tkinghan@gmail.com</a>	087 247 7188
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#### DISABLED PARKING

Disabled & blue badge parking will be provided in the main carpark, closest to the campsite entry route.

#### 14.6 DROP OFF AND PICK UP LOCATIONS

Drop off and pick up is located in the main parking field. This will be strictly controlled and will be in a designated area as show on the site drawing.

#### 14.7 RECOVERY UNIT

A 4x4 recovery unit manned by a mechanic & equipped with a winch will be on standby for the duration of the event.

#### 14.8 SIGNAGE

All-access routes to the venue will be well signed using Event Signage. Signage location & type will be agreed with An Garda Siochana in accordance with their traffic management plan and will be in accordance with Chapter 8 regulations.

**APPENDIX A CONTACT DETAILS**

A CONTACT LIST ON THE FORMAT BELOW WILL BE PROVIDED IN THE FINAL EVENT MANAGEMENT PLAN AND CIRCULATED AS A LAMINATED LIST.

<b>TITLE</b>	<b>NAME</b>	<b>CHANNEL</b>	<b>CONTACT DETAILS</b>
<b>EVENT CONTROLLER</b>	Neil Burke	1	087 665 4308
<b>DEPUTY EVENT CONTROLLER</b>	Elaine Fitzsimon	1	086 318 2632
<b>SAFETY OFFICER</b>	Sophie Ridley	1	083 129 3662
<b>PROJECT MANAGER</b>	Elaine Fitzsimon	1	086 318 2632
<b>HEAD OF SECURITY Arena</b>	Pat Byrne	6	087 716 0098
<b>HEAD OF SECURITY Campsite</b>	Mick Feeney	7	087 696 4917
<b>MEDICAL CO-ORDINATOR</b>	Glen Ellis	3	087 917 3158
<b>LOCAL RESIDENT LIAISON</b>	Sean Losack	10	089 222 5777
<b>ESTATE MANAGER</b>	Gordon McMillan		087 135 4848
<b>TECHNICAL PRODUCTION MGR</b>	Dec Hogan	16	0878303200
<b>CAMPSITE MANAGER</b>	Lorcan Keenan	1	085 166 7889
<b>CAR PARK MANAGER</b>	Tim Kinghan	1	087 245 4194
<b>ARTIST LIAISON MANAGER</b>	Eoin Cregan	8	087 676 4657
<b>ACCREDITATION MANAGER</b>	Amy Lynch	9	087 095 7563



## APPENDIX B DRAWINGS

Attached separately



## APPENDIX C EVENT RISK ASSESSMENT



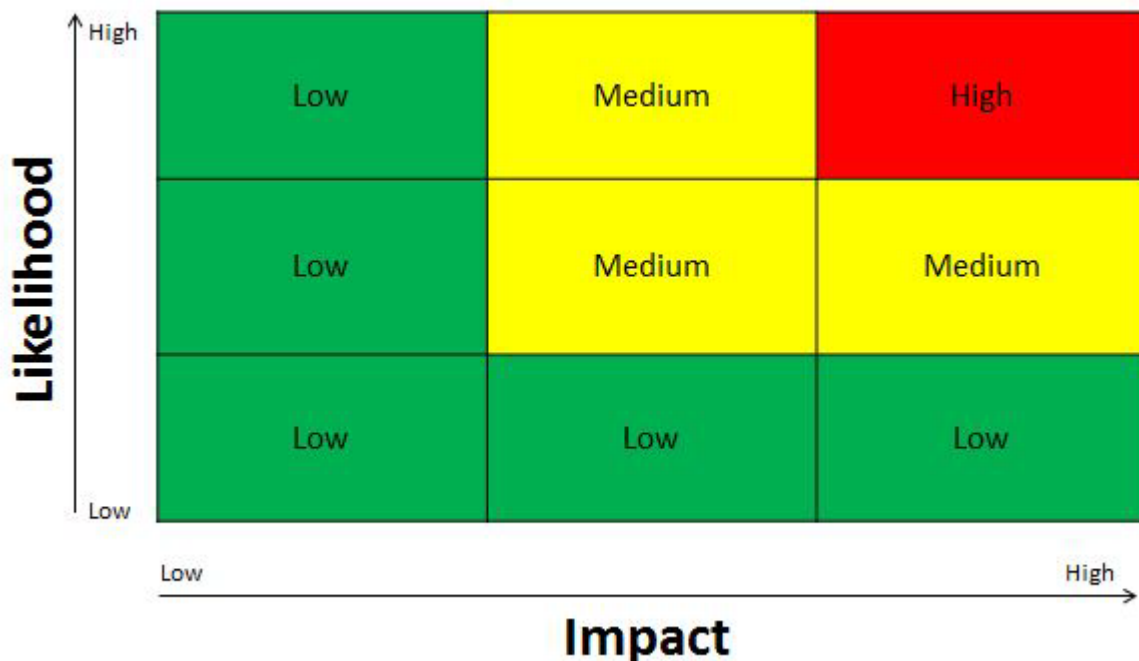
## RISK ASSESSMENT BEYOND THE PALE

Hazard Identification & Risk Assessment provide the basis for this safety plan. Risk assessment is a continuous process and as such the risk assessment will be updated regularly.

### METHODOLOGY

The risk assessments below specifies residual risks. The residual risk is the level of the remaining risk produced when proposed control measures have been applied. The rating given may be interpreted using the matrix below. In order to achieve identified ratings control measures must be implemented completely.

### RATING SCALE



**Impact/Severity ratings** in this example represent:

- High: Major Fracture, Poisoning, Significant Loss of Blood, Serious Head Injury, Or Fatality
- Medium: Sprain, Strain, Localized Burn, Dermatitis, Asthma, Injury Requiring Days Off Work
- Low: An Injury That Requires First Aid Only; Short-Term Pain, Irritation, Or Dizziness

**Probability ratings** in this example represent:

- High: Certain or Very Likely to happen
- Medium: Probable or Possible
- Low: Unlikely or Very Unlikely

### RESULTS

The results of the Risk Assessment are illustrated in the table below.

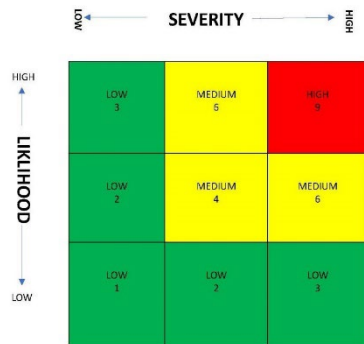
This is a predominantly general event risk assessment. In the final event management plan when all details are agreed there will be a more detailed event specific risk assessment

**Probability ratings** in this example represent:

High: Certain or very likely to happen

Medium: Probable or possible

Low: Unlikely or very unlikely



**Risk Ratings** in this assessment represent:

High **Is not controlled – must not happen is this format**

Medium **Risk needs to be managed**

Low **Risk is controlled**

LIKLIHOOD				SEVERITY		
Value	Probability	Description		Value	Effect	Description
3	Certain or very likely to happen	Event is perceived as inevitable or likely to occur during the project if mitigation measure are not applied		3	Major	– Death (s) or life changing injury
2	Probable or possible	An event could be reasonably expected to happen in the foreseeable future or there are reasons to suggest it could happen		2	Significant	sErious injury, 3 day injury
1	Likely or very unlikely	There are no reasons to suggest it will happen or it could occur under exceptional circumstances		1	Minor or negligible	Minor injury



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HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S = R
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EVENT SPECIFIC RISKS					
RURAL AREA	ROAD NETWORK LIMITED TRAFFIC BACKING UP, NUISANCE TO LOCAL RESIDENTS	PUBLIC PATRONS	<ul style="list-style-type: none"> <li>USE OF PROFESSIONAL TRAFFIC MANAGEMENT COMPANY</li> <li>AN GARDA SIOCHANA MANAGING PUBLIC ROADS</li> <li>USE OF EXPERIENCE EVENT TRANSPORT COMPANY</li> <li><b>3 DIFFERENT ENTRANCES BEING USED TO ESTATE</b></li> <li>NO DAY PATRONS</li> <li>VEHICLES NOT STOPPED AT ENTRANCE TO ESTATE</li> </ul>	CUPOLA EVENTS EVENT CONTROLLER SAFETY OFFICER PROJECT MANAGER HEAD OF SECURITY TRAFFIC MANAGEMENT COMPANY EVENT TRANSPORT COMPANY	2 X 2 = 4
FIRE DISTANCE FROM FIRE STATION WOODED AREAS ON SITE	BURNS FATALITIES	PATRONS CREW	<ul style="list-style-type: none"> <li>FIRE TENDER ON SITE PLUS JEEP &amp; 5 EXPERIENCED COMPETENT FIRE FIGHTERS</li> <li>WATCH TOWERS IN CAMPSITES</li> <li>USE OF PROFESSIONAL SECURITY</li> <li>WOODED AREAS TO BE FENCED OF EXCEPT:</li> <li>LATE NIGHT AREA IN LESS DENSE AREA, TO BE PICKED &amp; CLEARED BEFORE USE, FIRE FIGHTERS ON DUTY IN AREA</li> </ul>	CUPOLA EVENTS EVENT CONTROLLER SAFETY OFFICER PROJECT MANAGER HEAD OF SECURITY FIRE SAFETY COMPANY	1 X 3 = 3
NEIGHBOURS & VILLAGE	NOISE  NUISANCE TO RESIDENTS	RESIDENTS	<ul style="list-style-type: none"> <li><b>SOUND LEVELS TO BE KEPT WITHIN LEGISLATIVE LIMITS</b></li> <li><b>NOISE CONSULTANT APPOINTED</b></li> <li><b>NOISE MANAGEMENT PLAN WILL BE DEVISED</b></li> <li><b>RESIDENTS LIASION PERSON ENGAGED</b></li> <li><b>LIAISON WITH NEIGHBOURING PREMISES &amp; VILLAGE</b></li> <li><b>PUBLIC MEETING TO BE HELD</b></li> <li><b>NOTIFICATION TO VILLAGE NOT JUST RESIDENTS WITHIN 2KM</b></li> <li><b>TELEPHONE NUMEBER TO BE GIVEN TO RESIDENTS IN CASE OF CONCERNS/PROBEMS DURING EVENT</b></li> </ul>	CUPOLA EVENTS EVENT CONTROLLER SAFETY OFFICER PROJECT MANAGER PRODUCTION MANAGER	1 X 3 = 3
WATER – NOT SUITABLE FOR DRINKING  PRESSURE FOR FIRE TENDER	ILLNESS  DELAY IN FRE FIGHTING ABILITY	ALL	<ul style="list-style-type: none"> <li>WATER TANKERS TO BE PROVIDED FOR PATRON &amp; TRADERS USE</li> <li>MEASURES IN PLACE TO ENSURE POTABILITY OF TANKER WATER</li> <li>1800LT FIRE TENDER ON SITE</li> <li>PUMP IN PLACE TO RETRIEVE WATER FROM LAKE IF REQUIRED</li> </ul>	CUPOLA EVENTS EVENT CONTROLLER SAFETY OFFICER PROJECT MANAGER FIRE FIGHTING TEAM	1 X 3 = 3



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HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S = R
COVID	ILLNESS DEATH	ALL	<ul style="list-style-type: none"> <li>IF APPROPRIATE, COVID PLAN WILL BE IN PLACE BASED ON COVID SPECIFIC RISK ASSESSMENT &amp; PUBLIC HEALTH GUIDELINES IN PLACE AT TIME.</li> <li>MEDICAL PLAN WILL INCLUDE MEASURES TO DEAL WITH POTENTIAL COVID PATIENTS</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY	1 X 3 = 3

ADDITIONAL EVENT SPECIFIC RISKS WILL BE ADDED, IF NECESSARY AS PLANNING PROGRESSES



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HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S =R
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GENERAL EVENT RISK ASSESSMENT					
PUBLIC SAFETY	INJURY DEATH	ALL	<ul style="list-style-type: none"> <li>PLANNING MEETINGS TO BE HELD BOTH INTERNALLY &amp; EXTERNALLY WITH EMERGENCY SERVICES &amp; OTHER STAKEHOLDERS</li> <li>EVENT MANAGEMENT PLAN IN PLACE &amp; EVENT-SPECIFIC RISK ASSESSMENT TO BE CARRIED OUT</li> <li>EVENT CONTROL SYSTEM TO BE IN PLACE</li> <li>ADEQUATE NUMBERS OF SECURITY, MEDICAL STAFF AS INDICATED BY RISK ASSESSMENT &amp; AGREED IN ADVANCE</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY EVENT MANAGER	1 X 3 = 3
FIRE	INJURY BURNS DEATH	ALL	<ul style="list-style-type: none"> <li>ADEQUATE APPROPRIATE FIRE EXTINGUISHERS PROVIDED BY SPECIALIST CONTRACTORS TO IS 291 2022</li> <li>USE OF LICENSED SECURITY</li> <li>EMERGENCY PLANS IN PLACE &amp; BRIEFED TO ALL KEY STAFF &amp; SECURITY</li> <li>PRE-OPENING CHECK &amp; CONSTANT MONITORING TO ENSURE NO BUILD-UP OF COMBUSTIBLES</li> <li>PLANNING MEETINGS INCLUDING KILDARE FIRE SERVICES</li> <li>PRE-EVENT INSPECTION BY KILDARE FIRE SERVICES</li> <li>EVENT TO BE CONDUCTED IN ACCORDANCE WITH RELEVANT CODES OF PRACTICE</li> <li>ADEQUATE FIRE LANES IN CAMPSITE</li> <li>WATCHTOWERS IN CAMPSITES</li> <li>FIRE FIGHTING TEAM &amp; VEHICLES ON SITE</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY EVENT MANAGER	1 X 3 = 3
DELAYS IN RAISING ALARM	INJURY BURNS DEATH	ALL	<ul style="list-style-type: none"> <li>EVENT CONTROL SYSTEM IN PLACE</li> <li>ADEQUATE NUMBER OF 2-WAY RADIOS ON SITE</li> <li>STAFF AND SECURITY BRIEFED AS TO EMERGENCY PROCEDURES, NEAREST STAFF WITH RADIO, NEAREST FIRE POINT &amp; EMERGENCY EXIT</li> <li>EMERGENCY ANNOUNCEMENTS TO BE MADE ON PUBLIC ADDRESS SYSTEM OR LOUD Hailer AS APPROPRIATE</li> <li>WATCH TOWERS IN CAMPSITES</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY EVENT MANAGER	1 X 3 = 3
MEANS OF ESCAPE	INJURY CRUSHING DEATH	ALL	<ul style="list-style-type: none"> <li>ADEQUATE EXITS &amp; ESCAPE ROUTES</li> <li>EXITS TO BE KEPT CLEAR OF OBSTACLES AT ALL TIMES</li> <li>ADEQUATE NUMBERS OF STAFF &amp; SECURITY</li> <li>EMERGENCY PROCEDURES TO HAVE BEEN AGREED &amp; BRIEFED TO STAFF IN ADVANCE</li> <li>CONSTANT MONITORING BY DESIGNATED SECURITY STAFF &amp; EVENT CONTROL</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY EVENT MANAGER DESIGNATED SECURITY STAFF	1 X 3 = 3



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HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S = R
VISIBILITY OF ESCAPE ROUTES	INJURY CRUSHING DEATH	ALL	<ul style="list-style-type: none"> <li>ADEQUATE SITE LIGHTING</li> <li>SITE SIGNAGE TO BE CLEAR &amp; APPROPRIATELY SIZED</li> <li>EMERGENCY LIGHTING</li> <li>ADEQUATE SITE LIGHTING</li> <li>MAINTAINED EMERGENCY EXIT SIGNAGE</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY SITE MANAGER	1 X 3= 3
FIRE FIGHTING EQUIPMENT & RESOURCES	BURNS INJURY DEATH	ALL	<ul style="list-style-type: none"> <li>ADEQUATE NUMBERS OF SUITABLE FIRE EXTINGUISHERS TO BE PROVIDED, TESTED WITHIN LAST YEAR &amp; CERTIFICATE PROVIDED</li> <li>ALL FIRE EXTINGUISHERS TO BE IN ACCORDANCE WITH IS 291 2022 &amp; TO STANDARD IS EN3-7</li> <li>BLANKETS TO BE TO STANDARD IS EN1869:2019</li> <li>TRAINED FIRE FIGHTERS AS PART OF FIRE FIGHTING TEAM ON SITE WITH VEHICLES</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY EVENT MANAGER DESIGNATED SECURITY STAFF	1 X 3= 3
LITTER & COMBUSTIBLE WASTE	BURNS INJURY DEATH	ALL	<ul style="list-style-type: none"> <li>PRE-EVENT OPENING CHECKS</li> <li>REGULAR CLEANING OF SITE</li> <li>REGULAR EMPTYING OF BINS</li> <li>NO ACCUMULATION OF LITTER ALLOWED</li> <li>USE OF PROFESSIONAL WASTE MANAGEMENT CONTRACTOR</li> <li>CONTINUAL MONITORING BY SECURITY &amp; EVENT CONTROL</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY SITE MANAGER DESIGNATED SECURITY STAFF	1 X 3= 3
EMERGENCY INCIDENTS	INJURY DEATH	ALL	<ul style="list-style-type: none"> <li>ALL PERSONNEL TO BE ADEQUATELY BRIEFED RE ROLE IN AN EMERGENCY / MAJOR EMERGENCY.</li> <li>PRE-PLANNING WITH STATUTORY AGENCIES</li> <li>EMERGENCY PLANS IN PLACE AND BRIEFED TO ALL KEY STAFF &amp; CONTINGENCY, AGREED WITH EMERGENCY SERVICES IN ADVANCE</li> <li>EVENT CONTROL SYSTEM &amp; CCTV IN PLACE</li> <li>CONTINUOUS MONITORING &amp; VIGILANCE DURING LIVE EVENT PERIOD</li> <li>AGREED PRESENCE OF AN GARDA SIOCHANA ON SITE</li> <li>PRESENCE OF MEDICAL PROVIDER.</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY	1 X 3= 3
ACCESS FOR EMERGENCY VEHICLES	DELAY INJURY DEATH	ALL	<ul style="list-style-type: none"> <li>EMERGENCY ROUTES AGREED IN ADVANCE &amp; CIRCULATED TO EMERGENCY SERVICES</li> <li>USE OF CCTV AND EVENT CONTROL SYSTEM TO MONITOR &amp; ENSURE EMERGENCY ACCESS MAINTAINED AT ALL TIMES</li> <li>ENSURE SECURITY ASSIGNED TO MAINTAINED EMERGENCY ROITES ARE WELL BRIEFED &amp; ADEQUATE NUMBERS</li> <li>FIRE LANES IN CAMPSITES</li> <li>USE OF TRACKING WHERE NECESSARY</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY	1 X 3= 3



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HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S = R
TERRORIST INCIDENTS	INJURY DEATH	ALL	<ul style="list-style-type: none"> <li>IMMEDIATE NOTIFICATION TO GARDAÍ UPON NOTIFICATION OF RECEIPT OF BOMB THREAT OR DISCOVERY OF SUSPECT PACKAGE</li> <li>STAFF BRIEFED NOT TO EXAMINE SUSPECT PACKAGE, BUT TO CLEAR THE AREA</li> <li>STAFF BRIEFED ON RESTRICTIONS OF USE OF RADIOS NEAR SUSPECT PACKAGES</li> <li>LIAISON BETWEEN GARDAÍ AND ORGANISERS</li> <li>CONTINGENCY PLAN IN PLACE FOR CORDONING AND EVACUATION OF AFFECTED AREA</li> <li>STRATEGY IN PLACE FOR TOTAL OR PARTIAL EVACUATION</li> <li>USE OF CCTV TO MONITOR</li> <li>GARDAÍ TO ADVISE ON PRESENT THREAT LEVEL, RELEVANT INTELLIGENCE, HOSTILE VEHICLE MITIGATION ETC</li> <li>EVENT ORGANISERS TO ENSURE ALL STAFF AND CONTRACTORS ARE FULLY CONVERSANT WITH EVACUATION AND EMERGENCY PROCEDURES</li> <li>EMERGENCY AND ESCAPE ROUTES ARE BRIEFED TO ALL SECURITY STAFF</li> <li>AGREED PRESENCE OF AN GARDA SIOCHANA ON SITE</li> <li>MEDICAL TEAM/AMBULANCE ON SITE</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY EVENT MANAGER	1 X 3 = 3
ADVERSE WEATHER CONDITIONS	INJURY ILLNESS DEATH	ALL	<ul style="list-style-type: none"> <li>SAFETY OFFICER TO MONITOR WEATHER FORECAST PARTICULARLY WIND SPEEDS</li> <li>WIND MANAGEMENT PLAN IN PLACE</li> <li>ANOMOMETER IN PLACE</li> <li>ADEQUATE SUPPLIES OF TRACK, MULCH, WATER ETC ON SITE</li> <li>MEDICAL PLAN IN PLACE FOR EXTREMES OF WEATHER</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY MEDICAL CO-ORDINATOR SITE MANAGER	2 X 3 = 6
STRUCTURAL COLLAPSE	INJURY CRUSHING DEATH	ALL	<ul style="list-style-type: none"> <li>ALL TEMPORARY STRUCTURES WILL BE ERECTED &amp; DISMANTLED IN ACCORDANCE WITH CODE OF PRACTICE FOR SAFETY AT SPORTS GROUND PARAGRAPHS 14.3 - 14.7 &amp; THE ISE GUIDE TO TEMPORARY STRUCTURES.</li> <li>ALL TEMPORARY STRUCTURES WILL BE ERECTED BY COMPETENT CONTRACTORS ON ACCORDANCE WITH SUBMITTED CALCULATIONS, PLANS &amp; SPECIFICATION, AND IN ACCORDANCE WITH THEIR METHOD STATEMENTS AND RISK ASSESSMENTS &amp; TO PROVIDE A HANDOVER CERTIFICATE</li> <li>CHARTERED ENGINEER TO CERTIFY ALL TEMPORARY STRUCTURES BEFORE EVENT COMMENCES</li> <li>ANOMOMETER IN PLACE</li> <li>WIND MANAGEMENT PLAN IN PLACE FOR ALL TEMPORARY STRUCTURES</li> <li>PRE-EVENT INSPECTION BY SAFETY OFFICER</li> <li>SAFETY OFFICER TO BE AWARE OF WIND</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY EVENT MANAGER SITE MANAGER CHARTERED ENGINEER	1 X 1 = 3



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HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S = R
			IMPACT AND AWARE OF PERMISSIBLE WIND CONDITIONS. <ul style="list-style-type: none"> <li>IMMEDIATE INSPECTION OF STRUCTURES IN THE EVENT OF ADVERSE WEATHER CONDITIONS</li> </ul>		
UNWANTED ATTENDEES	OVERCROWDING LACK OF RESOURCES		<ul style="list-style-type: none"> <li>ADEQUATE AMOUNT OF SECURITY IN PLACE</li> <li>BARRIER IN PLACE TO DENOTE PERIMETER</li> <li>CCTV IN PLACE</li> <li>ROBUST ENTRY SYSTEM IN PLACE</li> <li>MONITORING BY EVENT CONTROL</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY	1 X 2 = 2
MISUSE OF ALCOHOL & ILLEGAL SUBSTANCES	ILLNESS DEATH	PATRONS	<ul style="list-style-type: none"> <li>ADVANCE PLANNING WITH GARDAI &amp; SECURITY TO PREVENT ACCESS</li> <li>ROBUST MEDICAL PLAN INCLUDING HARM REDUCATION &amp; ADEQUATE MEDICAL RESOURCES</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY MEDICAL COORDINATOR	1 X 3 = 3
NUMBERS OF SECURITY STAFF	INJURY THROUGH LACK OF SECURITY NUMBERS	PATRONS SECURITY	<ul style="list-style-type: none"> <li>NUMBER OF SECURITY TO BE ADVISED BY EVENT SPECIFIC RISK ASSESSMENT &amp; CONSIDERATION OF POP CODE RECOMMENDATIONS</li> <li>NUMBER OF SECURITY TO BE AGREED WITH AN GARDA SIOCHANA</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY	1 X 3 = 3 1
FAILURE OF POWER	INJURY	ALL	<ul style="list-style-type: none"> <li>DUTY ELECTRICIAN AVAILABLE</li> <li>MEGAPHONES AVAILABLE AT KEY POINTS</li> <li>SCREENS / VMS AVAILABLE FOR COMMUNICATION TO PUBLIC</li> <li>MAINTAINED EMERGENCY LIGHTING &amp; SIGNAGE</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY SITE MANAGER HEAD ELECTRICIAN	1 X 3 = 3
POWER	ELECTROCUTION INJURY DEATH	ALL	<ul style="list-style-type: none"> <li>ALL ELECTRICAL EQUIPMENT WHICH MAY BE USED ON SITE WILL BE PAT TESTED EVERY 6 MONTHS AND IN GOOD WORKING ORDER</li> <li>NO ADDITIONS TO ANY ELECTRICAL CIRCUITS EXCEPT BY AN APPROVED ECTI ELECTRICAL CONTRACTOR</li> <li>USE OF COMPETENT CONTRACTORS</li> <li>ALL ELECTRICAL INSTALLATIONS TO BE CARRIED OUT TO RECI STANDARDS</li> <li>NO OVERLOADING OF SYSYTEM, BOARDS ETC</li> <li>ENSURE SUITABLE CURRENT &amp; SHOCK PROTECTION IS PROVIDED TO ALL ELECTRICAL CIRCUITS</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY SITE MANAGER HEAD ELECTRICIAN	1 X 3 = 3





## Beyond the Pale2023 | Risk Assessment | v1 March 10 2023

HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S = R
EMERGENCY LIGHTING	INJURY	ALL	<ul style="list-style-type: none"> <li>EMERGENCY LIGHTING TO BE CERTIFIED TO I.S. 3217:2013+A1:2017</li> <li>ALL MARQUEES TO HAVE EMERGENCY LIGHTING &amp; MAINTAINED EMERGENCY EXIT SIGNS</li> <li>ALL EMERGENCY EXITS SIGNS TO BE VISIBLE</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY EVENT MANAGER HEAD ELECTRICIAN	
FUEL	BURNS ENVIRONMENTAL DAMAGE	ALL	<ul style="list-style-type: none"> <li>ONLY DIESEL GENERATORS TO BE USED</li> <li>NO PETROL GENERATORS</li> <li>GENERATORS TO BE FUELLED BEFORE PUBLIC ENTRY</li> <li>USE OF SPECIALIST CONTRACTORS</li> <li>ALL FUEL ON SITE TO BE KEPT IN SUITABLE LABELLED CONTAINERS &amp; STORED APPROPRIATELY</li> <li>DIESEL TO BE STORED IN BOWSER</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER SITE MANAGER HEAD ELECTRICIAN	1 X 2 = 2
GENERATORS	ELECTROCUTION BURNS	ALL	<ul style="list-style-type: none"> <li>ALL GENERATORS TO BE EARTHED, BUNDLED AND SIGNED OFF BY A COMPETENT &amp; REGISTERED ELECTRICIAN</li> <li>ALL GENERATORS TO BE DIESEL NOT PETROL</li> <li>ALL GENERATORS TO BE FUELLED WHEN PUBLIC NOT ON SITE</li> <li>ALL GENERATORS TO BE BARRIERED OFF FROM PUBLIC ACCESS</li> <li>ALL EMERGENCY STOP BUTTONS TO BE TESTED BEFORE EVENT COMMENCES</li> <li>ALL GENERATORS TO BE 3M FROM VEGETATION OR BUILDINGS</li> <li>ALL GENERATORS TO HAVE APPROPRIATE FIRE EXTINGUISHERS SITED NEARBY</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER SITE MANAGER HEAD ELECTRICIAN	1 X 3 = 3
MEDICAL & FIRST AID	ILLNESS INJURY	ALL	<ul style="list-style-type: none"> <li>FULL MEDICAL PLAN IN PLACE WITH COMPREHENSIVE MEDICAL FACILITIES ON SITE BASED ON RISK ASSESSMENT OF PARTICIPANTS &amp; EVENT PLAN</li> <li>COVID MEASURES IN PLACE WHERE REQUIRED INCLUDING PROTOCOL IF POTENTIAL CASE ON SITE</li> <li>USE OF CPG APPROVED ORGANISATIONS WHERE REQUIRED</li> <li>MEDICAL PLAN AGREED WITH HSE REMO.</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER MEDICAL CO-ORDINATOR	1 X 3 = 3
CATERING	FOOD POISONING ILLNESS	ALL	<ul style="list-style-type: none"> <li>HSE LICENCE REQUIRED</li> <li>INSPECTION BY EVENT SAFETY OFFICER</li> <li>SPECIALISED CONCESSIONS MANAGER IN PLACE</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER SITE MANAGER CONCESSIONS MANAGER	1 X 3 = 3



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HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S = R
TOILETS	SICKNESS ENVIRONMENTAL DAMAGE	ALL	<ul style="list-style-type: none"> <li>NUMBERS TO BE SUFFICIENT FOR NUMBER AND PROFILE OF AUDIENCE, LENGTH &amp; TYPE OF EVENT</li> <li>TOILETS TO BE MAINTAINED BY SPECIALIST CONTRACTOR</li> <li>WASTE TO BE REMOVED BY LICENSED CONTRACTOR</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER SITE MANAGER WASTE MANAGEMENT CONTRACTOR	1 X 2 = 2
SLIPS, TRIPS & FALLS	INJURY	ALL	<ul style="list-style-type: none"> <li>CABLES TO BE FLOWN OR RAMPED</li> <li>ALL ITEMS PROUD OF GROUND LEVEL LIKELY TO CAUSE TRIP HAZARD TO BE REMOVED OR FENCED/BARRIERED OFF</li> <li>STAFF TO BE BRIEFED TO BE VIGILANT FOR HAZARDS &amp; TO REPORT DEFECTS</li> <li>SLIPPERY AREA &amp; SURFACES TO BE TREATED BY MATS, MULCH, SAND ETC</li> <li>PRE-EVENT OPENING INSPECTION BY SAFETY OFFICER</li> <li>CLEANING OF SITE BY PROFESSIONAL CONTRACTOR</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER HEAD OF SECURITY SITE MANAGER	1 X 2 = 2
MANAGEMENT OF CABLES	INJURY	ALL	<ul style="list-style-type: none"> <li>CABLES TO BE FLOWN OR RAMPED</li> <li>ALL ITEMS PROUD OF GROUND LEVEL LIKELY TO CAUSE TRIP HAZARD TO BE REMOVED OR FENCED / BARRIERED OFF</li> <li>STAFF TO BE BRIEFED TO BE VIGILANT FOR HAZARDS &amp; TO REPORT DEFECTS</li> <li>SLIPPERY AREA &amp; SURFACES TO BE TREATED BY MATS, MULCH, SAND ETC</li> <li>PRE-EVENT OPENING INSPECTION BY SAFETY OFFICER</li> <li>CLEANING OF SITE BY PROFESSIONAL CONTRACTOR</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER SITE MANAGER HEAD ELECTRICIAN	1 X 2 = 2
USE OF CONTRACTORS	INJURY	ALL	<ul style="list-style-type: none"> <li>USE OF COMPETENT CONTRACTORS</li> <li>CREW BOSSES TO CONDUCT SITE SPECIFIC BRIEFINGS</li> <li>ALL CONTRACTORS TO BE COMPETENT AND EXPERIENCED TO FULFIL THEIR INDIVIDUAL AND TEAM FUNCTIONS.</li> <li>ALL CONTRACTORS TO PROVIDE SITE SPECIFIC RISK ASSESSMENTS &amp; METHOD STATEMENTS</li> <li>ADEQUATE COORDINATION ON SITE TO INCLUDE THE ACTIONS OF ALL CONTRACTORS.</li> <li>ADEQUATE COMMUNICATIONS TO ALL CONTRACTORS REGARDING SITE RULES AND EXPECTATIONS.</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER EVENT MANAGER SITE MANAGER	1 X 2 = 2



## Beyond the Pale 2023 | Risk Assessment | v1 March 10 2023

HAZARD OR AREA	RISK	TO WHOM	CONTROL MEASURES	RESPONSIBILITY OF	RR L X S = R
MANUAL HANDLING	INJURY	CREW	<ul style="list-style-type: none"> <li>ALL PERSONS INVOLVED IN HANDLING TO BE CERTIFIED IN MANUAL HANDLING</li> <li>ALL TASKS TO BE ASSESSED BEFORE UNDERTAKING (WRITTEN OR DYNAMIC)</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER EVENT MANAGER SITE MANAGER	1 X 2 = 2
WORKING AT HEIGHT	FALLS INJURY DEATH	CREW	<ul style="list-style-type: none"> <li>USE OF APPROPRIATE PPE INCLUDING DOUBLE CLIP ON WHERE REQUIRED</li> <li>ENSURE THAT WORK EQUIPMENT FOR WORK AT A HEIGHT IS IN GOOD CONDITION BEFORE STARTING THE WORK</li> <li>ENSURE THAT THERE IS A SAFE METHOD OF ACCESS &amp; EGRESS</li> <li>CHECK SURFACE CONDITIONS &amp; OTHER PERMANENT FEATURES</li> <li>LADDERS TO BE TIED OFF SECURELY OR FOOTED</li> <li>LADDERS SHOULD ONLY BE USED AS A WORKPLACE FOR LIGHT WORK THAT IS LOW RISK AND OF SHORT DURATION</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER EVENT MANAGER SITE MANAGER	1 X 3 = 3
USE OF PLANT	INJURY DEATH	CREW	<ul style="list-style-type: none"> <li>ALL CREW TO HAVE APPROPRIATE CERTIFICATION / TICKET FOR PLANT</li> <li>ALL PLANT TO BE CHECKED BEFORE USE</li> <li>ALL DEFECTS TO BE REPORTED IMMEDIATELY</li> <li>USE OF BANKSMAN WHERE REQUIRED</li> <li>KEYS NOT TO BE LEFT IN MACHINES</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER EVENT MANAGER SITE MANAGER	1 X 3 = 3
USE OF HAND TOOLS	INJURY ELECTROCUTION	CREW	<ul style="list-style-type: none"> <li>EMPLOYEES ARE ADVISED OF THE RISKS FROM CONTACT WITH ANY HAND TOOLS ON SITE</li> <li>USE HEARING PROTECTION IN AN ENVIRONMENT WHERE HAND TOOLS MAY BE USED</li> <li>BATTERY OPERATED 12V TOOLS ONLY</li> <li>ALL WARNING INSTRUCTIONS AND SAFETY GUARDS TO BE ADHERED TO / IN PLACE</li> </ul>	CUPOLA EVENTS LTD EVENT CONTROLLER SAFETY OFFICER EVENT MANAGER SITE MANAGER	1 X 3 = 3

## APPENDIX D VENUE REGULATIONS

1. All persons entering this Venue are admitted only subject to the following Venue Regulations. Entry to the Venue shall be deemed to constitute unqualified acceptance of all these Rules and Regulations.
2. Fireworks, smoke canisters, bottles, glasses, cans, flags, banners, poles and other similar articles or containers, including anything which could or might be used as a weapon, are not permitted within the Venue, and any persons in possession of such an article or container may be refused entry or ejected from the Venue
3. Patrons are permitted to bring alcohol into the campsites upon entry only as per alcohol policy above.
4. The climbing of walls, fences, stands or other buildings in the Venue is forbidden.
5. Excessive noise such as that from the use of radio sets or other appliances and behaviour likely to cause confusion or nuisance of any kind including foul or abusive language is not permitted in any part of the Venue
6. Any persons not in compliance with the instructions from a steward may be ejected from the Venue.
7. The Event Management reserve the right of admission.
8. The Event Management reserves the right to refuse admission to or to eject any person who refuses to be searched by a member of the Gardaí.
9. Any person who causes an obstruction and refuses to move may be ejected from the Venue.
10. Cupola Events reserves the right for its servants or agents to remove from the Venue any person who does not comply with the Venue Regulations or whose presence at the Venue could reasonably be constructed as constituting a source of danger, nuisance or annoyance to other patrons.

## APPENDIX E DUTIES OF SECURITY

The primary duty of all stewards 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 at the event.

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

- Control and direct patrons who are entering or leaving the venue.
- Assist the diversion of patrons to other parts of the venue, including the closing of barriers when the capacity for any area has been reached.
- Prevent overcrowding by ensuring that crowd limits in various parts of the venue are complied with and that exits are kept clear.
- Monitor the crowd throughout for signs of distress and take action in accordance with written instructions.
- Prevent, in so far as is possible, standing on seats and 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 Event Control).
- Patrol the venue to deal with emergencies such as raising alarms and extinguishing fires.
- Control entrances, all exit and perimeter fence gates and other strategic points.
- Be aware of the locations of firefighting and medical personnel and equipment in their area.
- Recognise potential hazards and suspect packages and report such findings immediately to the Area Steward Supervisor or to the nearest Garda. In the case of suspect packages radio and mobile phone communications MUST NOT be used in the items vicinity.
- Comply promptly with any instruction given in an emergency by the Garda Control, Event Controller, the Event Safety Officer, or Head of Security
- Identify and investigate any incident or occurrence among patrons and report findings.
- Report to the Head of Security any damage or defect likely to cause injury or danger.
- Undertake duties relating to emergency and evacuation procedures.
- Ensure that all approaches and emergency exits are kept clear and that vehicles are correctly parked.
- Maintain their position at their place of duty under the direction of the Area Security Supervisor who, if it is considered necessary, can arrange for a replacement.

### **Stewards positioned at entrances and exit gates (additional duties):**

- Control and direct members of the public entering the site undertaking search or ticket check as instructed
- Do not allow patrons, in possession of alcohol or any offensive weapons or those who have consumed excessive alcohol, to enter the site.
- Direct members of the public leaving the event towards the exits.
- Security staff deployed at gates and entrances are to ensure that these are fully opened in event of emergency and that all padlocks, chains and other fastenings are removed before the event.

**Stewards at Front of Stage Areas (additional duties):**

- Be communicative and friendly with the audience at all times.
- Keep constant watch of the barrier zones for patrons in difficulty and ensure that these are immediately “rescued”.
- Keep a constant watch for any patrons in trouble, any crowd sway or any crowd disturbances, inform your supervisor and follow his instructions.

**Stewards on Entrance Road to Backstage Areas and Emergency Route:**

- Ensure that the access roads are kept free of traffic obstruction at all times.
- Report any breakdowns or obstructions to Event Control immediately

## APPENDIX F POSITIONS OF SECURITY

TBC in next version of the EMP

## APPENDIX G EMERGENCY PROCEDURES

# EMERGENCY PROCEDURES:

- A. In the event of fire
- B. In the event of a bomb warning
- C. In the event of extreme weather
- D. In the event of crowd disturbances
- E. Show Stop procedures
- F. Announcements
- G. Evacuation procedures
- H. Stand Down
- I. Coded messages

### A ACTION ON DISCOVERY OF FIRE

1. Person discovering fire is to inform Event Control immediately either directly or through nearest member of staff with a radio, clearly stating location of fire.
2. Event Control to inform onsite Fire Safety team
3. Staff are to tackle fire using appropriate extinguishers, only if safe to do so
4. Supervisor in area is to evacuate the immediate area
5. Event Control are to:
  - a. Alert the Fire Brigade through a 999 call
  - b. Alert all security staff using a coded message clearly stating the location of the fire
  - c. Ensure that onsite Gardai, Medical staff and other members of the Event Management team are aware.
  - d. Despatch the Safety Officer or Deputy Event Controller to the location of the fire.
6. If the fire is not serious the Event Controller, on advice from the Event Management team personnel or the Fire Safety team is to issue the 'stand down' message for the incident,
7. If the fire is serious then the Event Controller in consultation with the Safety Officer & the senior Garda/Fire Officer present will make the decision to evacuate the area/venue, using the Showstop/Evacuation procedures listed below.

### B EMERGENCY/SECURITY PROCEDURES IN THE EVENT OF A BOMB THREAT

1. Person receiving bomb threat is to inform Event Control immediately with full details.
2. The Senior Garda Officer, Event Controller & Safety Officer are to evaluate level of threat.



3. Event Controller is to advise Security Supervisor/s to search in designated area/s using coded message
4. Event Controller is to be immediately informed of the full details of any bomb threat.
5. The Event Controller, Senior Garda Officer and Safety Officer are to evaluate all the information received, to determine the veracity of the threat.
6. Security are to search area/s – if nothing is found the Event Controller, in consultation with the Safety Officer and the senior Garda present is to issue the 'stand down' message.
7. If a suspect package is found, Event Control are to be informed immediately, and the Event Controller in consultation with the Safety Officer & the Senior Garda Fire Officer present will make the decision to evacuate the area/venue, using the Showstop/Evacuation procedures listed below.

## C EMERGENCY PROCEDURES IN THE EVENT OF CROWD DISTURBANCE

1. Security Supervisor will inform Event Control who will direct additional resources to the specified area, as well as the Safety Officer/Deputy Event Controller.
2. Security channel to be put on alert
3. Event Controller on advice from the Safety officer/Deputy Event Controller will stand down situation using code or will proceed to showstop procedures as follows.
4. In case of crowd disturbances, it often appropriate to seek assistance from the artist in calming down the crowd.( if it is safe to do so)

## D PROCEDURES IN CASE OF SEVERE WEATHER

In case of adverse weather conditions – heavy rain and/or high winds, the situation will be monitored by the Event Controller and the Event Organisers in conjunction with the Emergency Services, if present. If these weather conditions are such as to pose a serious danger to public safety, as in the case of high winds, any or all of these following measures may be taken either permanently or temporarily:

- Closing of certain areas e.g. tents, certain fields
- Closing of site car parks and alternative arrangements being made
- Halting of the performances

Obviously, there might be a point during the weekend at which the event would have to be cancelled because it had become unsafe to continue. However, it is not envisaged that adverse weather could be responsible for cancelling the event in advance of the days of the event.

## E SHOWSTOP PROCEDURES IN THE EVENT OF CROWD DISTURBANCES, FIRE ON/AROUND THE STAGE, STRUCTURAL COLLAPSE & OTHER SITUATIONS REQUIRING THAT THE SHOW BE STOPPED.

It is to be understood that a 'showstop' may or may not lead to an evacuation of that area or of the site as a whole. An evacuation of the whole site is likely to be a staged evacuation. If following a showstop, the situation is rectified the performance may be restarted.

In the remote event of a concern for public safety, be it bomb threat, fire, crowd disturbance, extreme weather or other incident the procedures are as follows:

The Artist should appoint an authorised representative who is the contact point if a show stop is necessary. This person should have the authority to stop the show and be situated at the stage during the performance.

Besides the artist themselves, the following are authorised to stop a show:

- The Event Controller
- Safety Officer
- Production Manager
- Stage Managers

(A show stop may be requested by any of the Emergency Services but must be carried out by one of the above through the authorised Artist representative.)

### Show Stop Procedures

1. Event Controller or Stage Manager contacts Artist representative and explains situation.
2. Stage manager alerts Systems engineers at the front of house and monitors.
3. Lighting director to 'white light' the stage & audience.
4. Artist representative walks onto stage and explains situation to artist and then either escorts them off the stage or asks Artist to make announcement if it is safe and appropriate for him/her to do so.
5. Announcement is made through lead vocals microphone, with an emergency microphone as backup., either by Artist or by stage manager. (Approved announcements are listed at end of this appendix).
6. In the case of a need for public evacuation, stage manager makes appropriate announcement whilst artist, band and crew are escorted to safety.
7. Systems engineer and stage manager to remain at positions until majority of audience have vacated arena
8. If the situation is very urgent, the stage manager is authorised to call a show stop on his/her own authority – letting Event Control know as they are doing it and before any announcement is made for an emergency evacuation

## F EMERGENCY ANNOUNCEMENTS

1. *'Ladies & Gentlemen, it become necessary to evacuate this area/arena. Please move quickly & calmly to the nearest Emergency Exit & follow the instructions of the Gardai & security staff'*
2. *'Ladies & Gentlemen. We have to stop the show for the time being. No- one is in any danger; we are having discussions with the Gardai/Fire Service & will restart the show as soon as possible.'*
3. *Ladies & Gentlemen it has become necessary to stop the show temporarily. We will give you more information shortly*
4. *'Ladies & Gentlemen, due to crowd difficulties we are stopping the show temporarily. Please move away from the area of crowd disturbance and obey the instructions of security staff. As soon as the situation is resolved we will restart the show.'*

All stage managers will have copies of these announcements along with show stop procedures

## G. EVACUATION PROCEDURES

1. If an evacuation is necessary due to a serious fire, bomb threat or other emergency the following procedures would be initiated:
2. The Event Controller would make the following radio announcement to all channels:  
*'This is a special announcement, Due to an emergency situation in ... it has become necessary to evacuate the site/area. Please move to evacuation positions. Assembly points are as follows ..... Everyone is to turn to channel 1.'*  
Everyone is to understand to maintain radio silence except for urgent communications.
3. If there was a performance(s) in the specified area, show stop procedures would be initiated
4. Gate/exit stewards would open their gates and secure them open to facilitate orderly evacuation of patrons.
5. In the event of a stage fire or no available PA , each steward will repeat the announcement to those patrons in his/her general area, using a loud hailer if she/he has one. It is important that all announcements be made in a calm clear voice.
6. The Event Controllers and the Senior Garda Officer on site & the Fire Service (if present) will monitor the progress of the evacuation by radio contact with security supervisors and will issue additional instructions as necessary
7. In the unlikely event of a total evacuation of the site being necessary, this is to be initiated in close consultation with the Senior Garda on site & off site to ensure the necessary Garda preparation off site.
8. In this incident and any emergency declared a major incident the Event Controller will hand over control to the Senior Garda present who will become the Emergency Controller. This handover will be written & signed.
9. In this and any situation where the emergency services are involved festival personnel will fully assist these services as required.

## H STAND DOWN

When the potential emergencies above have been dealt with or have turned out to be a false alarm the message will be sent over all radios.

*' All units stand down .....Coded message.... has left the area.'*

## I CODED MESSAGES

The codes that are being used for fire and bomb threat will be given to the security staff and stewards and key personnel at the staff briefings and will also be given to the Emergency Services and the voluntary organisation

## APPENDIX H CHILD PROTECTION POLICY

**Cupola Events Ltd recognise and strive to abide by the following guiding principles for Child Protection:**

- The welfare of the child or young person should be at the heart of our productions
- To recognise that all children and young people, regardless of age, disability, gender, racial or ethnic origin, religious belief and sexual identity have a right to protection from harm or abuse
- All children and young people should be treated with care, respect & dignity
- To recognise that all children have the right to be heard, listened and taken seriously
- All staff should recognise that those working at family events may be perceived by children and young people as trusted persons and therefore all staff should abide by these principles
- Ensure communication with children and young people is open and clear
- Assess the risks posed to children when undertaking out activities, as part of the overall risk assessment process
- Ensure all staff understand all procedures concerning children and young people particularly those that concern children that are separated from their parents or guardians
- Adopt the safest possible practices to minimise the possibility of harm or accidents happening to children and to protect staff and volunteers from the necessity to take risks and leave themselves open to accusations of abuse.

Following on from these guidelines we recognise that all staff should be briefed on the event's safety policies concerning children and young people and in particular the procedures if a child or young person should be lost or be found separated from their parents or guardians

## APPENDIX J LOST CHILD/FOUND CHILD

# LOST & FOUND CHILDREN

In order to safeguard the welfare of a lost/found child and to protect staff the following procedures should be followed.

### 1. FOUND CHILD

If a child is identified as being without their parents or guardian e.g. if they present themselves to staff or are discovered alone at the events, the staff member should:

- Ask for a colleague to join them
- Reassure the child & ask for their name & details of their parent or guardian
  - Who are you here with?
  - When & where did you last see them?
  - What do they look like?
- Contact Event Control using the word Disney (E.g. 'Event Control Disney from Tented area – please advise')
- Do not use child's name on the radio
- If requested by control and with a minimum of two people accompanying the child at all times, the child may be escorted to the First Aid Post which is the designated lost/found children point
- Staff should not:
  - Touch the child
  - give them anything to eat or drink
  - pass them onto the care of another adult

### 2. MISSING CHILD

If an adult presents themselves to a member of staff and claims to have lost a child, the member of staff should:

- Ask for a colleague to join them
- Reassure the adult & ask for their name & details of the lost child
  - What is the child's name?
  - What does the child look like?
  - When & where did they last see the child?
  - Where are they from?

- Contact Event Control & use the code word Mr Walt e.g. Event Control I have Mr Walt at the Food & Drink area. Please advise
- Event Control to alert all security to ensure all exit points from the site are covered and to look for a lost child on their own trying to leave the Festival
- Do not use either the adults or the child's name on the radio
- If requested by Event Control escort the adult to the designated Lost Children Point at the First Aid Post

### 3. RE-UNITING

Before a found child is re-united with their claimed parent or guardian, staff should:

- Check with the child - 'Is this who you came here with today?'
- Confirm that the biographical details 'add-up' & trust gut instinct & ask for help if unsure
- Record the details of the incident

## APPENDIX K DRAFT TRAFFIC MANAGEMENT PLAN



***PROPOSED TRAFFIC  
MANAGEMENT SCHEME***

***for***

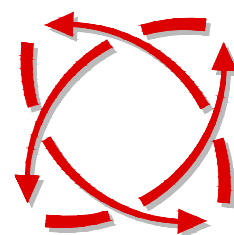
***Beyond The Pale Festival***

***at***

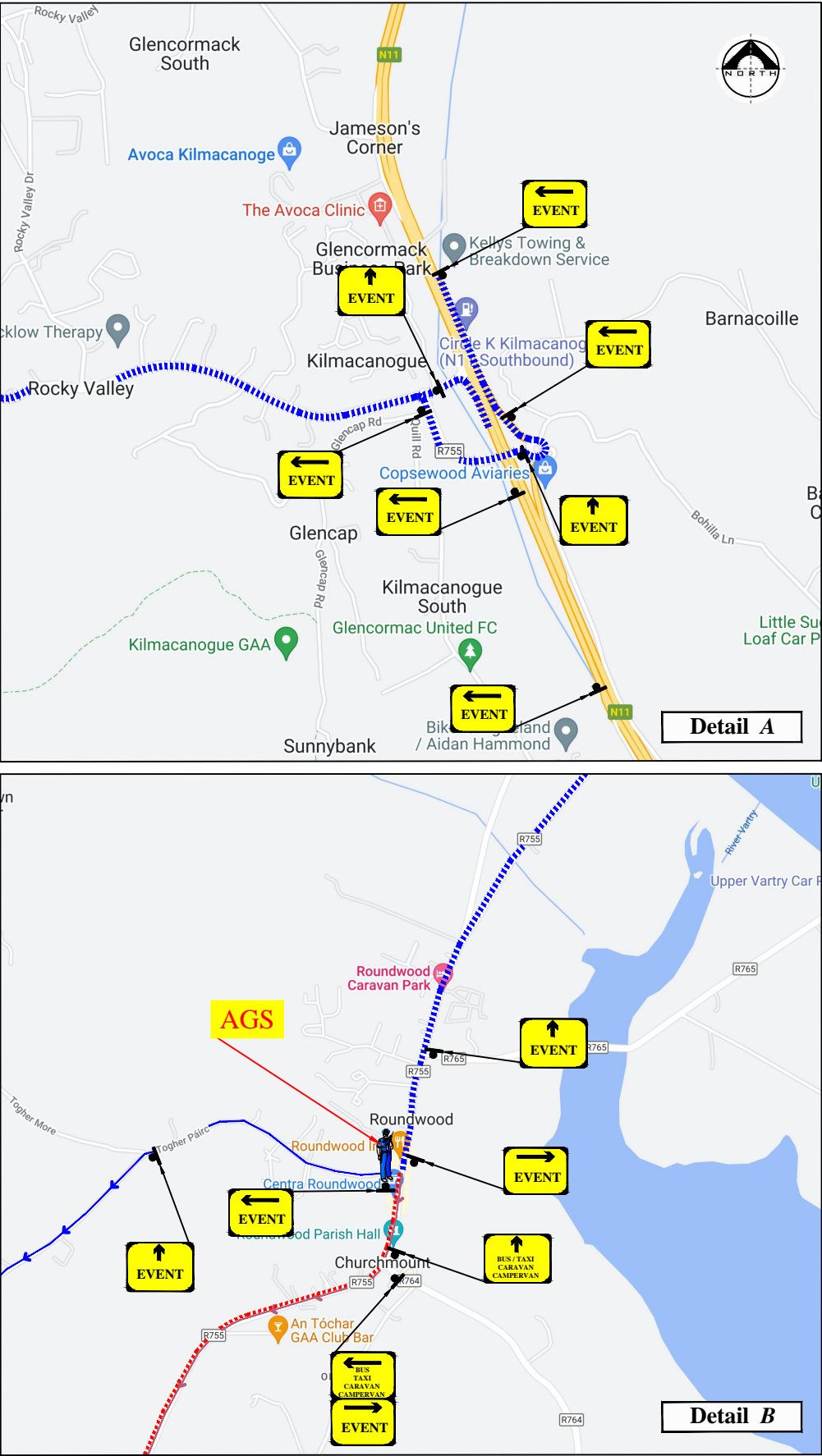
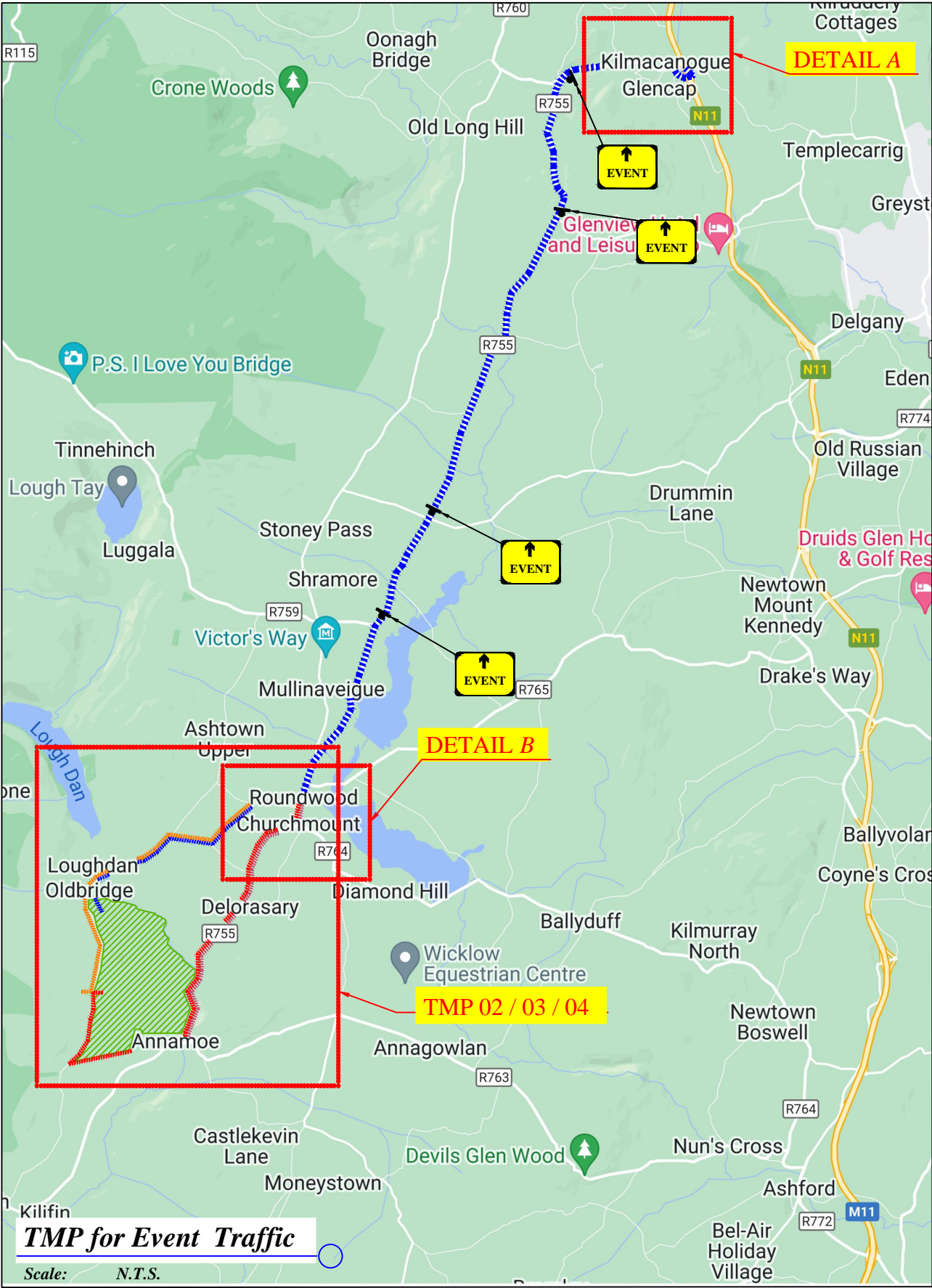
***Glendalough Estate,  
Wicklow***

***on***

***16th - 18th June 2023***



***FREEFLOW  
TRAFFIC  
MANAGEMENT***



**LEGEND**

- Sign Location
- General Event Traffic
- Bus Route
- Artists / Staff / Production Route
- Emergency Route
- General Parking to Roundwood Detour
- Event Area
- Traffic Cones
- AGS - An Garda Síochána
- TMO - Traffic Management Operative

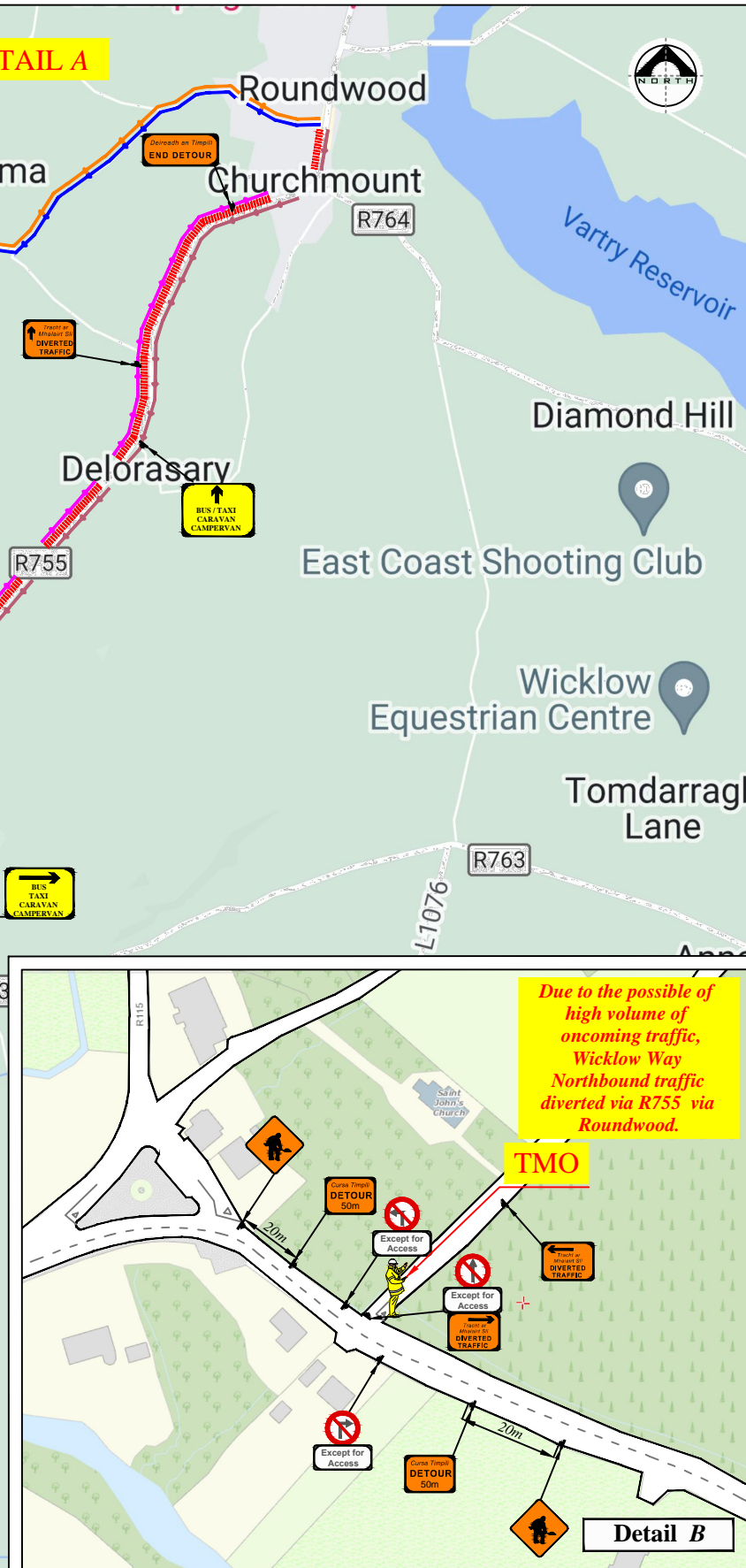
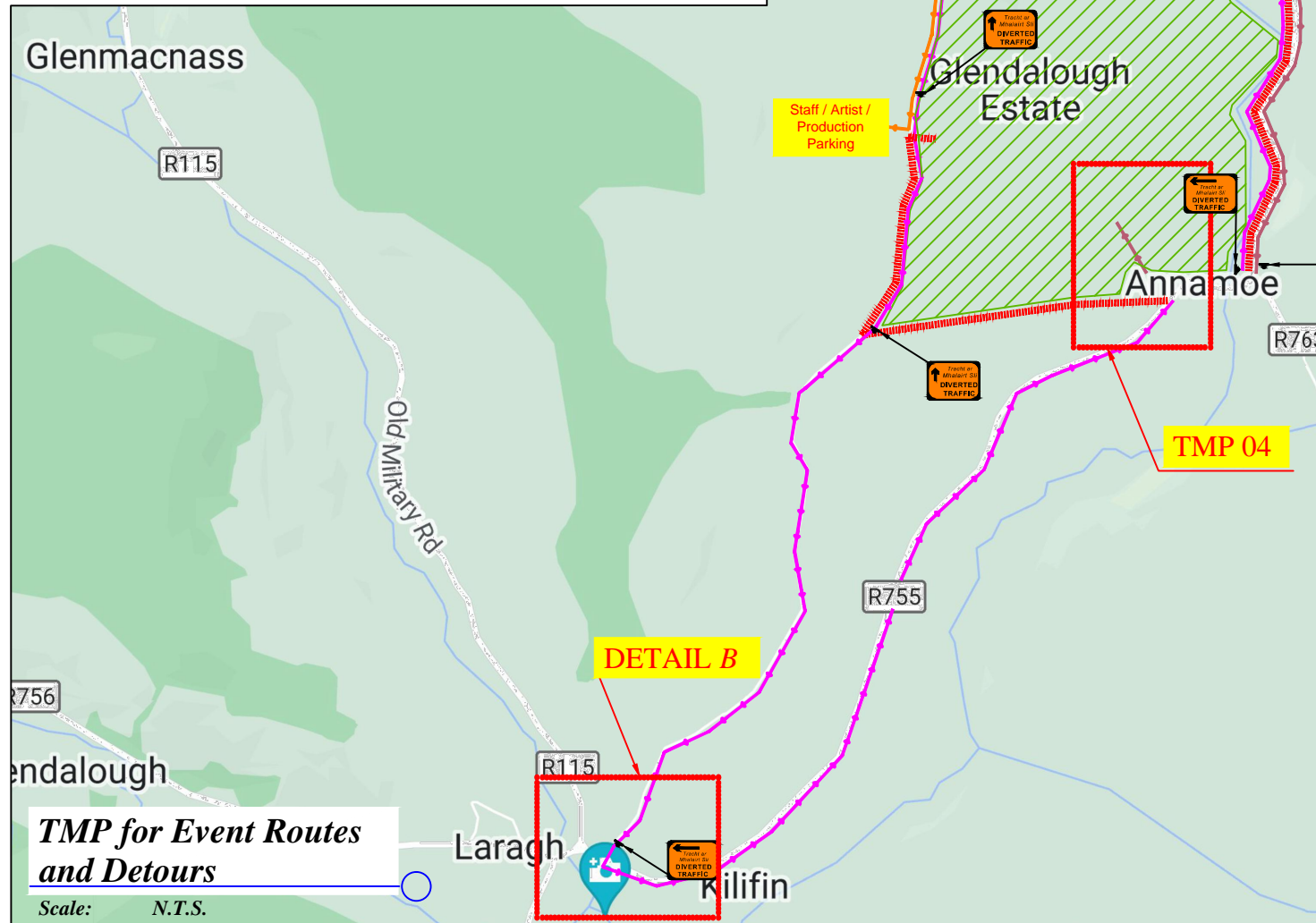
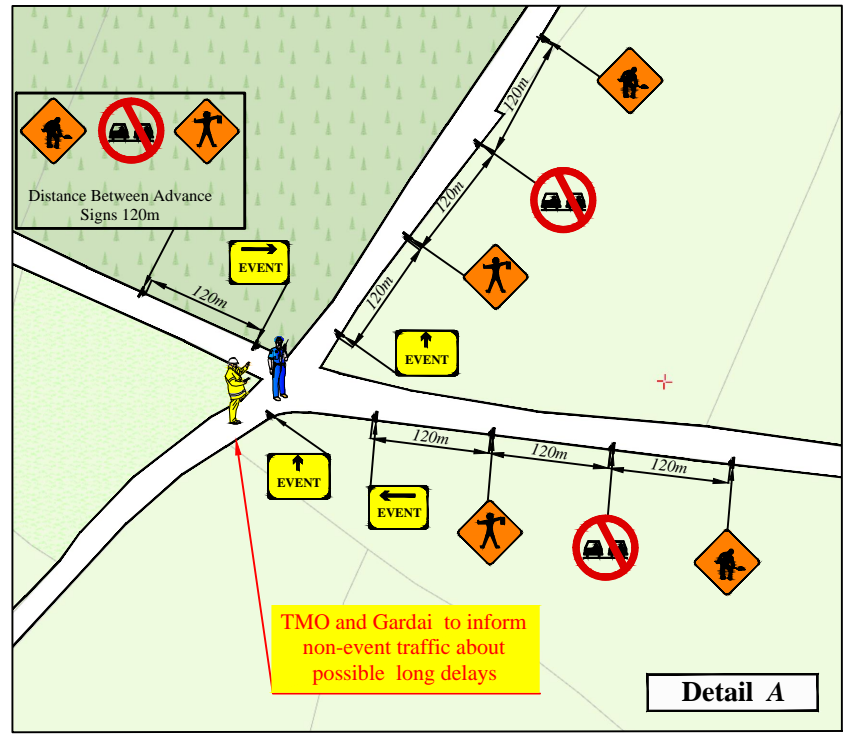
Works TTM type:	Static Type A				
Design Parameters:	Design Type A: >12h				
	LV-1 (I)	LV-1 (III)	LV-1 (IV)	LV-2 (I)	LV-2 (II)
1. Minimum Sign Size mm	450	600	600	600	750
2. Statutory Speed of the Road	30km/h	50	60	80	100
3. Distance between Advance Signs	10m	20m	20m	120m	200m
4. Number of Advance Signs	1 (<12h) 2 (>12h)	2	3 (<12h) 2 (>12h)	3 (<12h) 4 (>12h)	3 (<12h) 4 (>12h)
5. Minimum Visibility of Signs	25m	50m	60m	90m	120m
6. Longitudinal Safety Zone	0.5m	5m	15m	45m	60m
7. Lateral Safety Zone	0.5m	0.5m	0.5m	1.2m	1.2m
8. Leading Taper	1in1m	1in5m	1in10m	1in40	Lane-Width 10:1 to 40:1
9. Maximum at Tapers Cone Space	1m	3m	3m	3m	3m
10. Maximum Longitudinal Cone Space	3m	3m	6m	12m	12m
11. Lane Width (m)	2.5m	3 (2.5)	3 (2.5)	3 m	3 m
12. Two-way Roadway width (m)	5m	5m	5m	-	-

**Note:**

- All signs to comply with Chapter 8 of the "Traffic Signs Manual"-Guidance Document-2019.
- All Traffic Management to be carried out in accordance with Chapter 8 of the "Traffic Signs Manual".
- Detailed Risk Assessment to be carried out prior to the installation of Traffic Management System.
- Exact sign positions to be agreed on site.
- All affected Parties and An Garda Síochána to be notified prior to works commencing.
- Signs to be positioned so as not to cause an obstruction to other road users.
- All signs to be faced with retro-reflective material to class ref 2 of EN 12899.
- "End of Roadworks" sign placed 20m to 50m from end of works area.
- Emergency routes will be maintained.

	Rev:	Description:	Date:	Job Details:		Drawing:		Dwg no:
				Proposed Traffic Management Plan for Beyond The Pale Festival, at Glendalough Estate, Wicklow on 16th - 18th June 2023		TMP for Event Traffic		01
				Sheet:		Date:		Rev:
				CAD File ref.:		February 2023		As Shown
Drawn By:		Date:		Sheet:		CAD File ref.:		Scale:
DM		February 2023						As Shown





LEGEND	
	Sign Location
	General Event Traffic
	Bus Route
	Artists / Staff / Production Route
	Emergency Route
	General Parking to Roundwood Detour
	Event Area
	Traffic Cones
	AGS - An Garda Síochána
	TMO - Traffic Management Operative

Works TTM type:	Static Type A				
Design Parameters:	Design Type A: >12h				
	LV-1 (I)	LV-1 (III)	LV-1 (IV)	LV-2 (I)	LV-2 (II)
1. Minimum Sign Size mm	450	600	600	600	750
2. Statutory Speed of the Road	30km/h	50	60	80	100
3. Distance between Advance Signs	10m	20m	20m	120m	200m
4. Number of Advance Signs	1 (<12h) 2 (>12h)	2	3 (<12h) 2 (>12h)	3 (<12h) 4 (>12h)	3 (<12h) 4 (>12h)
5. Minimum Visibility of Signs	25m	50m	60m	90m	120m
6. Longitudinal Safety Zone	0.5m	5m	15m	45m	60m
7. Lateral Safety Zone	0.5m	0.5m	0.5m	1.2m	1.2m
8. Leading Taper	1in1m	1in5m	1in10m	1in40	Lane-Width 10:1 to 40:1
9. Maximum at Tapers Cone Space	1m	3m	3m	3m	3m
10. Maximum Longitudinal Cone Space	3m	3m	6m	12m	12m
11. Lane Width (m)	2.5m	3 (2.5)	3 (2.5)	3 m	3 m
12. Two-way Roadway width (m)	5m	5m	5m	-	-

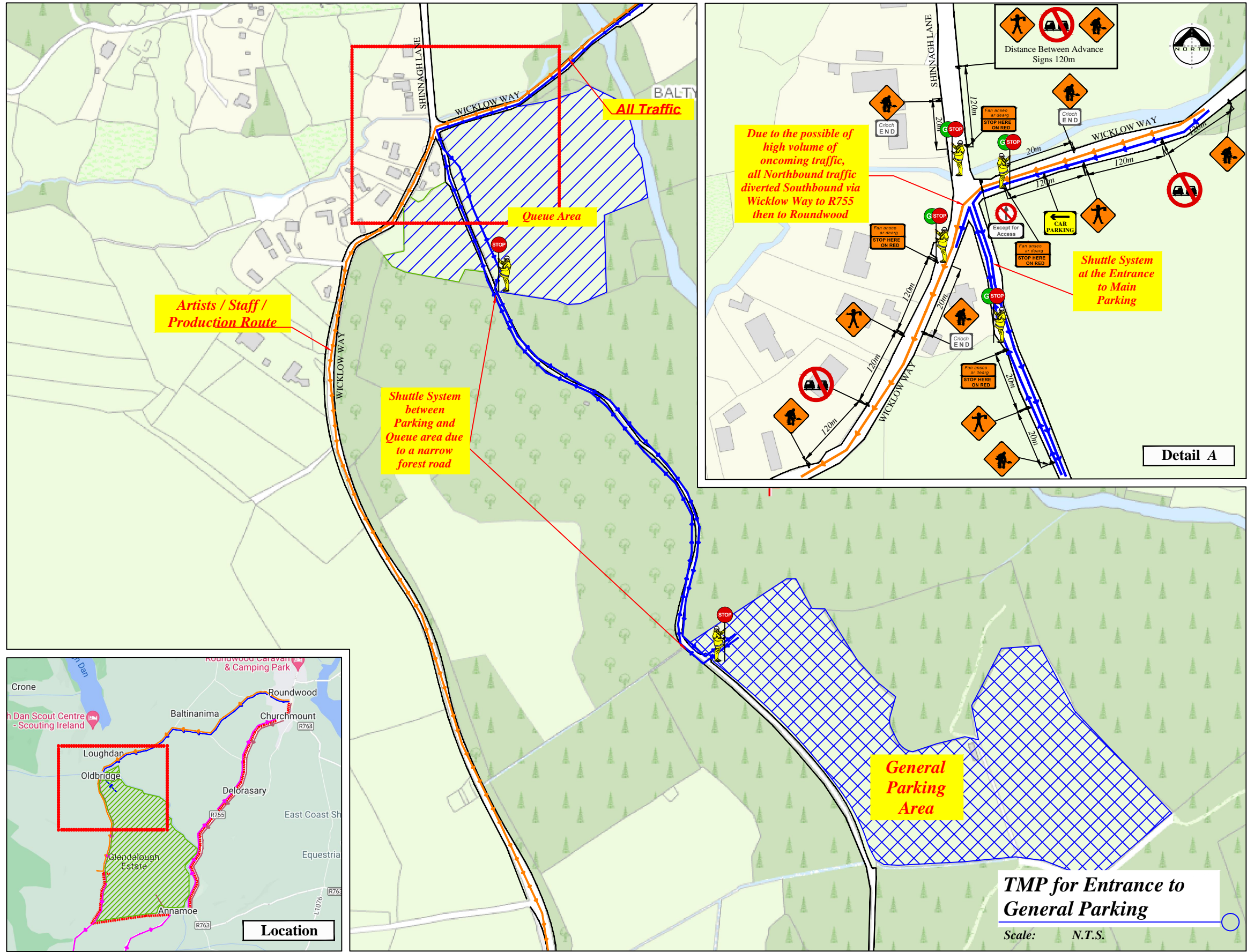
**Note:**

- All signs to comply with Chapter 8 of the "Traffic Signs Manual"-Guidance Document-2019.
- All Traffic Management to be carried out in accordance with Chapter 8 of the "Traffic Signs Manual".
- Detailed Risk Assessment to be carried out prior to the installation of Traffic Management System.
- Exact sign positions to be agreed on site.
- All affected Parties and An Garda Síochána to be notified prior to works commencing.
- Signs to be positioned so as not to cause an obstruction to other road users.
- All signs to be faced with retro-reflective material to class ref 2 of EN 12899.
- "End of Roadworks" sign placed 20m to 50m from end of works area.
- Emergency routes will be maintained.



Rev:	Description:	Date:	Job Details:		Drawing:		Dwg no:
			Proposed Traffic Management Plan for Beyond The Pale Festival, at Glendalough Estate, Wicklow on 16th - 18th June 2023		TMP for Event Routes and Detours		02
							Rev:
			Sheet:	CAD File ref.:	Drawn By:	Date:	Scale:
					DM	February 2023	As Shown





**LEGEND**

- Sign Location
- General Event Traffic
- Bus Route
- Artists / Staff / Production Route
- Emergency Route
- General Parking to Roundwood Detour
- Event Area
- Traffic Cones
- AGS - An Garda Síochána
- TMO - Traffic Management Operative
- Queue Area
- General Parking Area

Works TTM type:	Static Type A				
Design Parameters:	Design Type A: >12h				
	LV-1 (I)	LV-1 (III)	LV-1 (IV)	LV-2 (I)	LV-2 (II)
1. Minimum Sign Size mm	450	600	600	600	750
2. Statutory Speed of the Road	30km/h	50	60	80	100
3. Distance between Advance Signs	10m	20m	20m	120m	200m
4. Number of Advance Signs	1 (<12h) 2 (>12h)	2	3 (<12h) 2 (>12h)	3 (<12h) 4 (>12h)	3 (<12h) 4 (>12h)
5. Minimum Visibility of Signs	25m	50m	60m	90m	120m
6. Longitudinal Safety Zone	0.5m	5m	15m	45m	60m
7. Lateral Safety Zone	0.5m	0.5m	0.5m	1.2m	1.2m
8. Leading Taper	1in1m	1in5m	1in10m	1in40	Lane-Width 10:1 to 40:1
9. Maximum at Tapers Cone Space	1m	3m	3m	3m	3m
10. Maximum Longitudinal Cone Space	3m	3m	6m	12m	12m
11. Lane Width (m)	2.5m	3 (2.5)	3 (2.5)	3 m	3 m
12. Two-way Roadway width (m)	5m	5m	5m	-	-

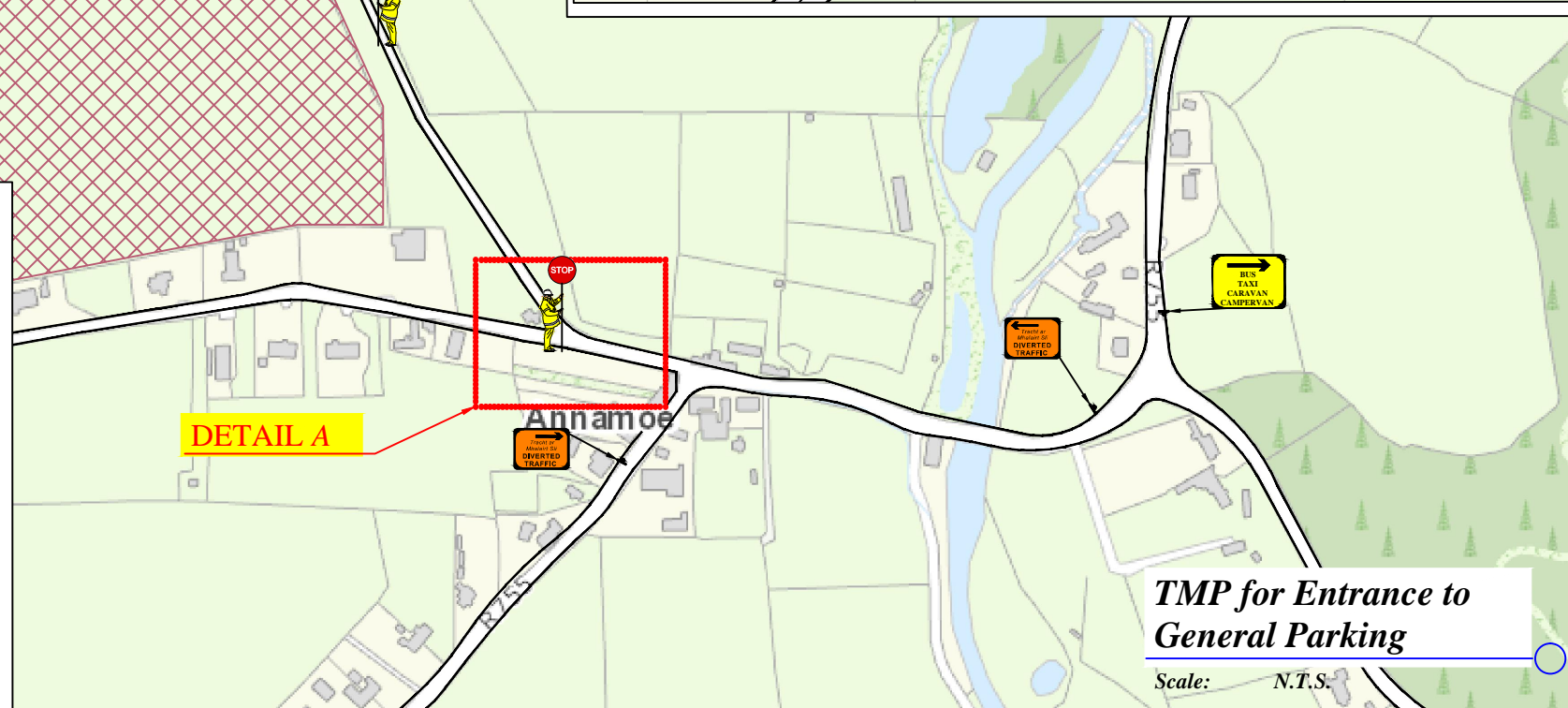
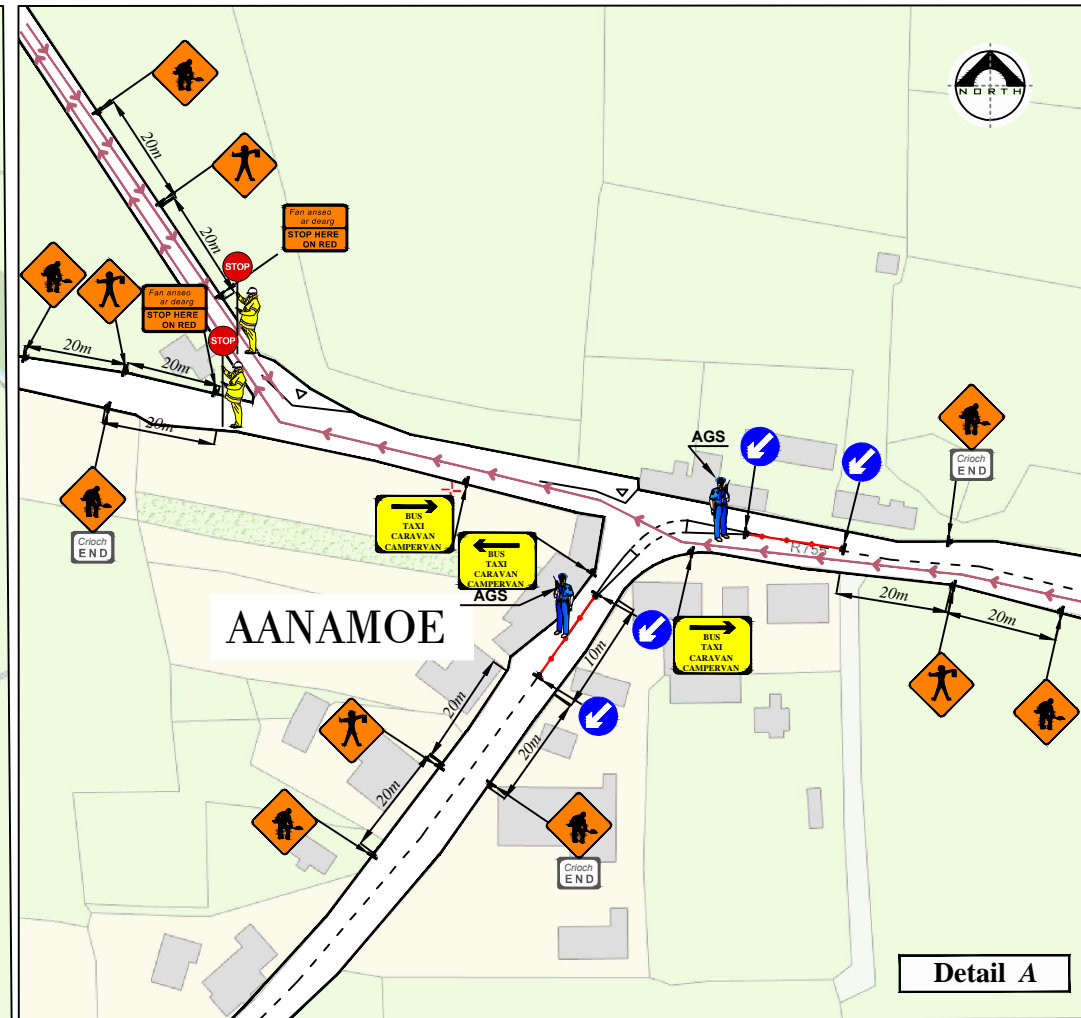
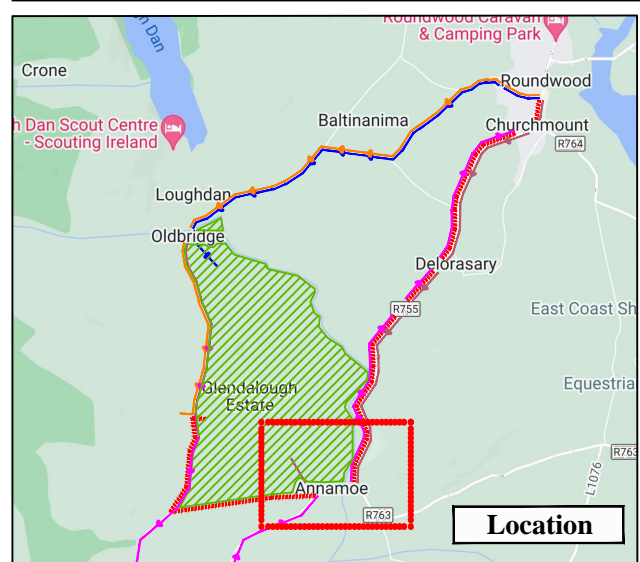
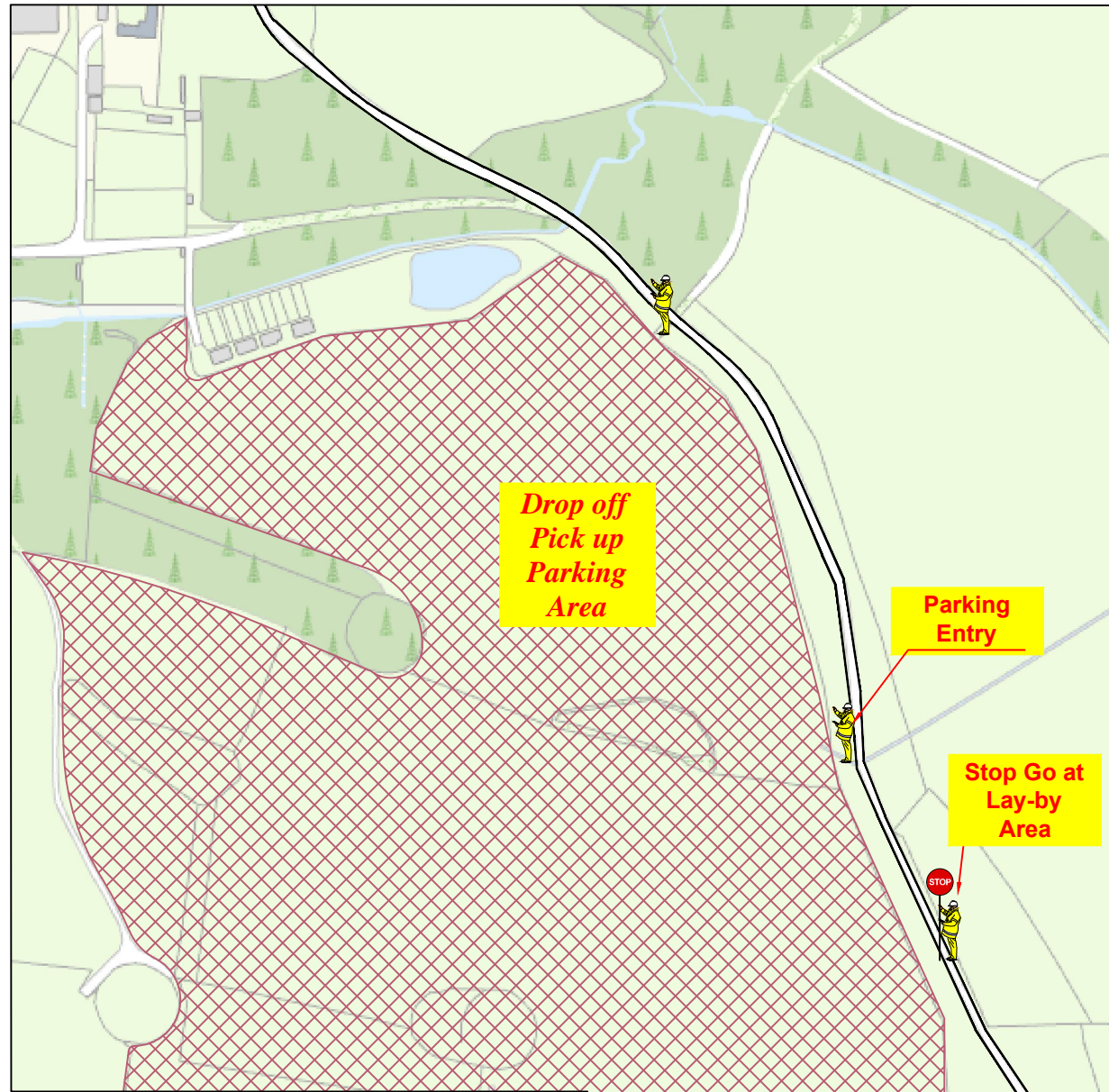
**Note:**

- All signs to comply with Chapter 8 of the "Traffic Signs Manual"-Guidance Document-2019.
- All Traffic Management to be carried out in accordance with Chapter 8 of the "Traffic Signs Manual".
- Detailed Risk Assessment to be carried out prior to the installation of Traffic Management System.
- Exact sign positions to be agreed on site.
- All affected Parties and An Garda Síochána to be notified prior to works commencing.
- Signs to be positioned so as not to cause an obstruction to other road users.
- All signs to be faced with retro-reflective material to class ref 2 of EN 12899.
- "End of Roadworks" sign placed 20m to 50m from end of works area.
- Emergency routes will be maintained.



Rev:	Description:	Date:	Job Details:	Drawing:	Dwg no:
			Proposed Traffic Management Plan for Beyond The Pale Festival, at Glendalough Estate, Wicklow on 16th - 18th June 2023	TMP for Entrance to General Parking	03
			Sheet:	CAD File ref.:	Rev:
				Drawn By: DM	Scale: As Shown
				Date: February 2023	





**LEGEND**

- Sign Location
- General Event Traffic
- Bus Route
- Artists / Staff / Production Route
- Emergency Route
- General Parking to Roundwood Detour
- Event Area
- Traffic Cones
- AGS - An Garda Síochána
- TMO - Traffic Management Operative
- Drop Off / Pick up / Parking Area

Works TTM type:	Static Type A				
Design Parameters:	Design Type A: >12h				
	LV-1 (I)	LV-1 (III)	LV-1 (IV)	LV-2 (I)	LV-2 (II)
1. Minimum Sign Size mm	450	600	600	600	750
2. Statutory Speed of the Road	30km/h	50	60	80	100
3. Distance between Advance Signs	10m	20m	20m	120m	200m
4. Number of Advance Signs	1 (<12h) 2 (>12h)	2	3 (<12h) 2 (>12h)	3 (<12h) 4 (>12h)	3 (<12h) 4 (>12h)
5. Minimum Visibility of Signs	25m	50m	60m	90m	120m
6. Longitudinal Safety Zone	0.5m	5m	15m	45m	60m
7. Lateral Safety Zone	0.5m	0.5m	0.5m	1.2m	1.2m
8. Leading Taper	1in1m	1in5m	1in10m	1in40	Lane-Width 10:1 to 40:1
9. Maximum at Tapers Cone Space	1m	3m	3m	3m	3m
10. Maximum Longitudinal Cone Space	3m	3m	6m	12m	12m
11. Lane Width (m)	2.5m	3 (2.5)	3 (2.5)	3 m	3 m
12. Two-way Roadway width (m)	5m	5m	5m	-	-

**Note:**

- All signs to comply with Chapter 8 of the "Traffic Signs Manual"-Guidance Document-2019.
- All Traffic Management to be carried out in accordance with Chapter 8 of the "Traffic Signs Manual".
- Detailed Risk Assessment to be carried out prior to the installation of Traffic Management System.
- Exact sign positions to be agreed on site.
- All affected Parties and An Garda Síochána to be notified prior to works commencing.
- Signs to be positioned so as not to cause an obstruction to other road users.
- All signs to be faced with retro-reflective material to class ref 2 of EN 12899.
- "End of Roadworks" sign placed 20m to 50m from end of works area.
- Emergency routes will be maintained.
- All departing vehicles to be held.
- FFTM notify AGS on road when sufficient amount of vehicles ready to depart.
- AGS resume ingress of vehicles from road.
- A Garda Síochána will manager traffic on the public roads.
- TMO will manage traffic on the Estate roads.



Rev:	Description:	Date:

Job Details:	
Proposed Traffic Management Plan for Beyond The Pale Festival, at Glendalough Estate, Wicklow on 16th - 18th June 2023	
Sheet:	CAD File ref.:

Drawing:	
TMP for Entrance to General Parking	
Drawn By:	Date:
DM	February 2023

Dwg no:
04
Rev:
Scale:
As Shown