



Digital Version

This document is designed for digital viewing. Reducing printing helps us support our sustainability goals — thank you for helping us make a positive impact.

Version	1.3
Date Reviewed	14 Apr 26
Reviewed By	All Directors

Table of Contents

INTRODUCTION.....	5
SUBJECT TO CHANGE.	5
APPENDICES TO EMP.....	6
DOCUMENT VERSION CONTROL LAST UPDATED: 20/02/26:	6
EVENT CONTACT OVERVIEW	7
<i>Event Organiser Details</i>	<i>7</i>
<i>Event Details:.....</i>	<i>8</i>
<i>Public Contact:</i>	<i>8</i>
EVENT MANAGEMENT TREE	10
NOTABLE CHANGES TO WTF26!.....	11
1. <i>Traffic Management Plan Adjustments</i>	<i>11</i>
2. <i>Operational Refinements</i>	<i>11</i>
3. <i>Water Management.....</i>	<i>12</i>
<i>Water Supply & Installation</i>	<i>12</i>
4.1 <i>Water Quality Testing.....</i>	<i>12</i>
4.5 <i>Maintenance & Monitoring.....</i>	<i>12</i>
4.9 <i>Sustainability & Wastewater</i>	<i>12</i>
5 <i>Site Layout</i>	<i>12</i>
5.1 <i>Additional Stage Introduction.....</i>	<i>13</i>
5.6 <i>Site Layout Adjustments.....</i>	<i>13</i>
5.12 <i>Environmental Protection Measures</i>	<i>13</i>
5.13 <i>In support of the event's sustainability objectives, a rope and post barrier system will be installed along the field verge adjacent to the natural habitat area.....</i>	<i>13</i>
5.14 <i>This measure is designed to protect local wildlife and prevent encroachment into environmentally sensitive zones during both build and live event phases.....</i>	<i>13</i>
5.15 <i>The barrier system will be temporary and removed post-event as part of site restoration.....</i>	<i>13</i>
EVENT CAPACITY AND LICENSING	14
SITE PLAN	14
PLANNING, MEETINGS & SAGS.....	14
STAKEHOLDERS	15
LICENSING.....	16
THE VENUE	16
LOCAL COMMUNITY IMPACT.....	17
ADMISSION CONTROL.....	18
BARS, CATERING & CONCESSIONS	19
TRAFFIC & PEDESTRIAN MANAGEMENT	20
SECURITY, CROWD MANAGEMENT, CCTV & SPS.....	21
ALCOHOL & DRUGS POLICY.....	22
ALCOHOL	22
BAR MANAGEMENT	22
DRUGS.....	23
REFERENCES	24
REFERENCES (CONTINUED).	25
COUNTER TERRORISM.....	26

WILTSHIRE THROWBACK FESTIVAL

Event Management Plan



RUN, HIDE & TELL LEAFLET	27
MEDICAL, WELFARE & ACCESSIBILITY	28
THE ROYAL UNITED HOSPITAL BATH (THE RUH)	29
THE GREAT WESTERN HOSPITAL (SWINDON)	29
NOISE MANAGEMENT	30
COMMUNICATIONS	31
FENCING, BARRIERS & GROUND PROTECTION	32
TOILETS, SHOWERS, WATER & WASTE MANAGEMENT	33
SIGNAGE	34
POWER & SITE LIGHTING	34
CABINS, MARQUEES & TEMPORARY STRUCTURES	35
TECHNICAL PRODUCTION	36
HEALTH & SAFETY MANAGEMENT	37
SITE OVERLAY BUILD & PRODUCTION LOAD IN	37
EVENTS OVERVIEW	38
<i>Site Build Commences:</i>	38
<i>Event Days:</i>	38
<i>Site Break-down:</i>	38
<i>Expected Attendance</i>	38
<i>Site Capacities:</i>	38
<i>Emergency exit capacities:</i>	38
<i>License Information</i>	39
<i>Objectives:</i>	39
<i>Safety Advisory Group</i>	39
<i>Site Inspections</i>	39
<i>Festival communications</i>	40
<i>Roles and responsibilities</i>	40
<i>Event Control Operation</i>	40
<i>Emergency Procedures and Incident Management</i>	41
<i>Transfer of Authority</i>	41
EVENT HEALTH & SAFETY	42
<i>Health and Safety Policy Statement</i>	42
<i>Arrangements for Delivery of Health & Safety Policy</i>	43
<i>Construction Design Management</i>	43
<i>Event Safety Advisor Responsibilities</i>	43
<i>Contractor and Supplier Health & Safety Obligations</i>	44
<i>Contractor competency</i>	44
<i>Site Induction</i>	44
<i>Event Health & Safety Checks / Event Build/Break Log</i>	44
GENERAL ARRANGEMENTS	45
<i>Accessibility</i>	45
<i>Accident Reporting & RIDDOR</i>	45
<i>Accreditation</i>	45
<i>Alcohol Sales</i>	45
CHEMICALS & SUBSTANCES HAZARDOUS TO HEALTH	46
<i>Safety Data Sheets, Risk Assessments and Storage</i>	46
<i>LPG</i>	46

<i>Communication Workforce</i>	46
<i>Public</i>	46
<i>Concessions and trade stands</i>	47
<i>Drones, UAV's, Planes and Helicopters</i>	47
<i>Electricity</i>	48
<i>Event Opening Procedure</i>	48
<i>Fire Safety</i>	49
<i>Housekeeping</i>	49
<i>Impact on Local Environment and Community</i>	50
<i>Lighting</i>	50
<i>Lost & Found Property</i>	50
<i>Medical / First Aid Provision Build and break medical</i>	51
<i>During event open periods</i>	51
<i>Accident and Emergency Departments</i>	51
<i>Noise Management</i>	52
<i>Safeguarding Vulnerable Persons</i>	52
<i>Crowd Management</i>	53
<i>Temporary Demountable Structures</i>	53
<i>Toilets</i>	54
<i>Traffic Management</i>	54
<i>Waste Management</i>	54
<i>Drinking water</i>	54
<i>Welfare</i>	55
<i>Sexual Assault/Domestic Violence</i>	55
REFERENCES	56
<i>Fire Safety</i>	56
<i>Emergency, Major Incident & Cancellation</i>	57

Introduction

This Event Management Plan (EMP) details the operational, safety, and logistical framework for Wiltshire Throwback Festival 2026 (WTF26!). It ensures a structured approach to event planning, compliance, and execution while prioritising safety, security, and efficiency.

This document includes Standard Operating Procedures (SOP) and Emergency Operating Procedures (EOP), with any deviations requiring documentation. The EMP remains confidential and is not for public distribution.

This document ensures safe and efficient delivery of WTF26!, meeting all regulatory and operational requirements.

Subject to change.

This document is a restricted working document and is subject to change throughout the lifespan of the event.

The Plan should be treated as a restricted, confidential, private document not for public viewing to preserve safety, security and commercial information.

Appendices to EMP

A list of supporting documents, including:

Appendix 1	Floor Plan.
Appendix 2	Security Plan & Method Statement.
Appendix 3	Medical & Welfare Plan with Needs Based Risk Assessment.
Appendix 4	Fire Safety Management Plan & Fire Risk Assessment.
Appendix 5	Traffic Management Plan.
Appendix 5.1	Traffic Management Plan – Supporting Documents.
Appendix 6	Noise Management Plan.
Appendix 6.1	Noise Management Plan Supporting Documents.
Appendix 7	Alcohol Drug Policy.
Appendix 8	General Risk Assessment.
Appendix 9	Incident Management Plan.
Appendix 10	Production Schedule.
Appendix 11	Residents Correspondence.
Appendix 12	Waste Management Plan.
Appendix 13	Incident Management Plan.
Appendix 14	Adverse Weather Plan.

Document Version Control Last updated: 14/04/26:

Appendix	Document	Issue Date	Version	Comments
EMP	Event Management Plan	14/04/26	1.3	Issued
1	Floor Plan	14/04/26	1.2	Issued
2	Security Plan & Method Statement		1	In Draft
3	Medical & Welfare Plan / Needs Based Risk Assessment		1	In Draft
4	Fire Safety Management Plan & Fire Risk Assessment		1	In Draft
5	Traffic Management Plan	14/04/26	1.3	Issued
5.1	Traffic Management Plan – Supporting Documents	14/04/26	1	Issued
6	Noise Management Plan	14/04/26	1	Issued
6.1	Noise Management Plan Supporting Documents		1	In Draft
7	Alcohol Drug Policy	20/02/06	1	Issued
8	General Risk Assessment		1	In Draft
9	Incident Management Plan		1	In Draft
10	Production Schedule		1	In Draft
11	Residents Correspondence		1	In Draft
12	Waste Management Plan		1	In Draft
13	Incident Management Plan		1	In Draft
14	Adverse Weather Plan		1	In Draft

Event Contact Overview

Event Organiser Details

Company Name: Jarboom Ltd

Company Number: 15576394

Operations Director: Gary Cooke

Email: Gary@jarboom.co.uk | Mobile: +44 7546 428822

Creative Director: Nico Menghini

Email: Nico@jarboom.co.uk | Mobile: +44 7395 858011

Technical Director: Michael Nicola

Email: Mike@jarboom.co.uk | Mobile: +44 7731 801493

Company Contact:

Email: Info@jarboom.co.uk

Phone: +44 7424 680337

Registered Address:

The Outback Merlin Way, Bowerhill, Melksham, England, SN12 6TJ.

Event Overview

Event Details:

Event Location: Melksham Oakfield Stadium

Event Address: Oakfield Stadium, Eastern Way, Melksham SN12 7GU

Event Dates:

Friday 26th June 2026

Saturday 27th June 2026

Event Build:

Monday 22nd June 2026

Tuesday 23rd June 2026

Wednesday 24th June 2026

Thursday 25th June 2026

Event Break:

Monday 29th June 2026

Tuesday 30th June 2026

Wednesday 1st July 2026

Public Contact:

Email(s):

info@wtfwilts.co.uk

tickets@wtfwilts.co.uk

media@wtfwilts.co.uk

accounts@wtfwilts.co.uk

Social Media:

[Facebook: @wtfwilts](#)

[Instagram: @wtfwilts](#)

[TikTok: @wtfwilts](#)

[Snapchat: @wtfwilts](#)

[WhatsApp: @wtfwilts \(Communities\)](#)

[Phone: +44 7424 680337](#)

[Website: www.wtfwilts.co.uk](#)

Event Overview

The event is organised by Jarboom Ltd. Jarboom Ltd have applied to be the holder of the premises license to be awarded by Wiltshire Council. WTF26! has been granted permission to use the site by the landowner.

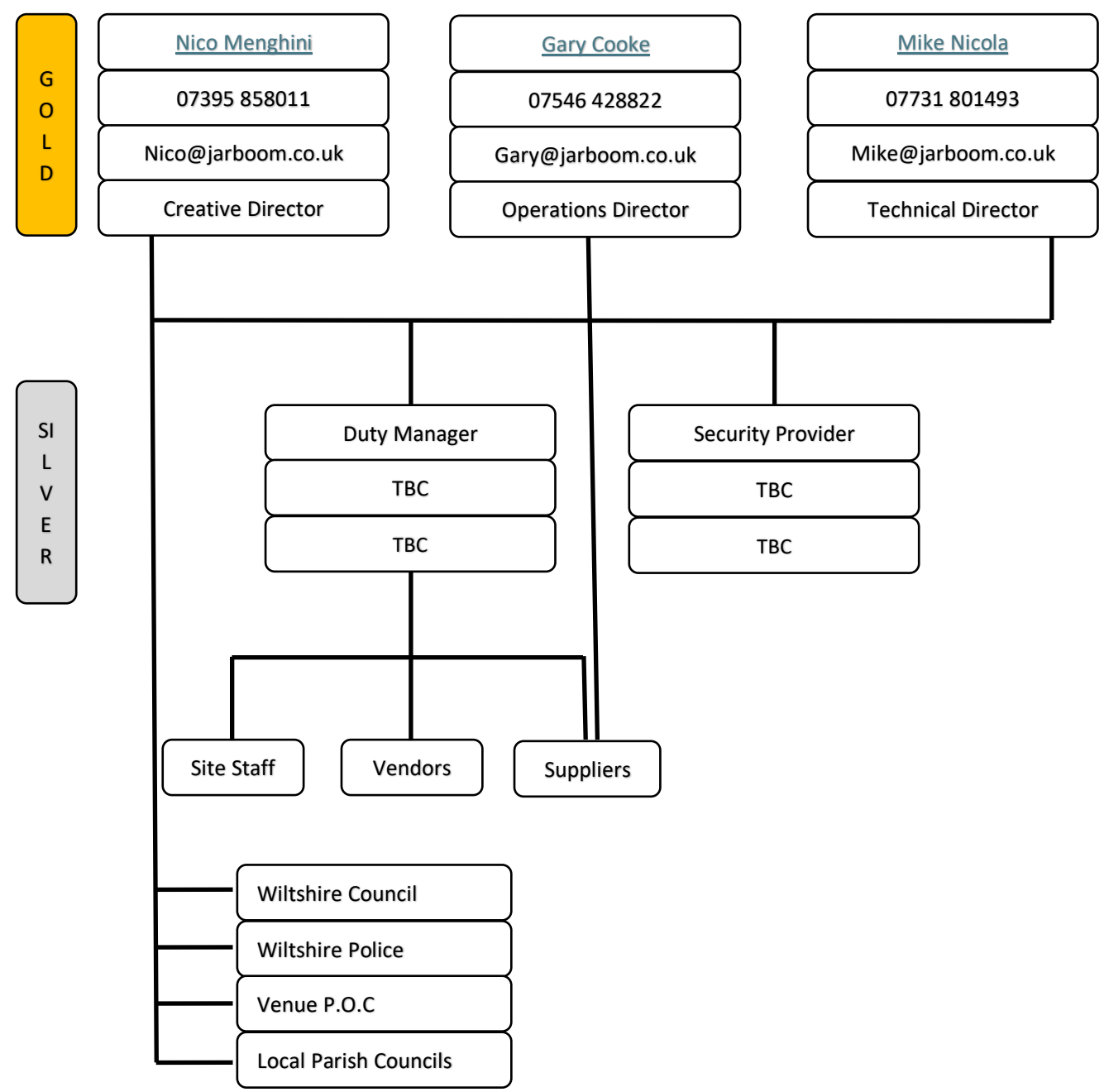
The Wiltshire Throwback Festival (WTF26!) is a vibrant celebration of past decades' musical legends, set in the heart of Wiltshire at the Melksham Oakfield Stadium. This festival brings together original artists from the '80s, '90s, and '00s, offering a unique experience for fans of this golden era of music.

- Focus on nostalgia and community spirit
- Strong online engagement via social media
- Strict entry policies (18+ only)
- Strictly ticket only
- Ticketing Platform – Ticket Tailor

Our nominated Health and Safety Advisory Team will oversee the activities of each department manager in all operational levels (green, amber and red).

For the Festival's Management Structure chart – see below.

Event Management Tree



Notable Changes to WTF26!

Following the successful delivery of Wiltshire Throwback Festival 2025 (WTF26!), several operational and logistical improvements have been identified and implemented for WTF26! These revisions are based on post-event data, stakeholder feedback, and debrief discussions with the Safety Advisory Group (SAG), Wiltshire Council, and other local authorities.

1. Traffic Management Plan Adjustments

Post-event analysis of WTF25! demonstrated that, out of approximately 2,500 attendees, only 134 vehicles were parked across the duration of the event. (62 Friday, 72 Saturday) This data confirms that the majority of attendees were local residents who walked to the site, reducing the necessity for a large-scale traffic management operation.

In response, the Traffic Management Plan (TMP) for WTF26! has been revised and reduced in scale, ensuring it remains proportionate to actual demand while maintaining full compliance and safety standards.

Key updates include:

- 1.1. A streamlined and proportionate TMP has been produced, removing unnecessary external management elements from 2025.
- 1.2. Free public parking will continue to be offered; however, advance booking will be required via the ticketing system to monitor demand and maintain accurate traffic data.
- 1.3. Attendee transport surveys will be conducted closer to the event to assess modes of travel and inform any further refinements to the TMP.
- 1.4. The PUDO (Pick Up Drop Off) operation at Melksham Oak Community School will remain in place, as it proved to be an effective and safe traffic control measure during WTF25!. This area will again serve as a controlled, signed location for taxis and private vehicles, reducing congestion around the main site.
- 1.5. Staff parking will continue to utilise the existing Oakfield Stadium parking area, which also incorporates the established Rendezvous Point (RV Point) for emergency services. This ensures clear access for blue-light vehicles and efficient coordination in the event of an incident.
- 1.6. WTF26! will continue to liaise with Wiltshire Highways to confirm, review, and approve all proposed traffic and parking plans to ensure local compliance and minimal community impact.
- 1.7. Emergency and service access routes remain prioritised and protected under the revised plan, supported by clear signage and traffic stewarding as required.

2. Operational Refinements

- 2.1. The new TMP (Appendices 5 & 5.1) reflects data-led retractions of non-essential measures identified during WTF25!
- 2.2. On-site parking remains restricted to festival attendees, authorised crew, staff, artists, and blue-badge holders.
- 2.3. Public communication regarding parking arrangements, PUDO operations, and sustainable travel will be distributed through ticket holder communications, the WTF website, and social media channels.

3. Water Management

For WTF26! Jarboom Ltd will organise and manage the provision of a safe, compliant, and sufficient water supply for all attendees, staff, and contractors throughout the event period. All works will be undertaken in accordance with Drinking Water Inspectorate (DWI) standards, Water Supply (Water Fittings) Regulations 1999, and all relevant Public Health England (PHE) and Event Industry Forum (EIF) Purple Guide recommendations.

Water Supply & Installation

- 3.1 The festival's water provision will be supplied directly from the main inlet of the Oakfield Stadium venue, ensuring access to a reliable mains-fed source.
- 3.2 Standpipes will be professionally installed across key areas of the site, including:
- 3.3 Public drinking water points.
- 3.4 Bar service areas.
- 3.5 Catering zones.
- 3.6 Welfare and medical facilities.
- 3.7 Crew and production compounds.
- 3.8 All installations will be carried out by qualified and certified plumbers, ensuring compliance with all water safety and hygiene standards.
- 3.9 Pipework and fittings used on site will be approved for potable water use and will be installed in a way that prevents contamination, backflow, or pressure loss.

4.1 Water Quality Testing

- 4.1 Prior to opening, water testing will be conducted from all installed standpipe points and bar outlets to ensure the supply meets the required drinking water quality standards.
- 4.2 Testing will include microbiological sampling (E. coli, coliforms) and chlorine residual level checks.
- 4.3 Only after satisfactory test results will water points be made available for public or crew use.
- 4.4 Water testing will be documented and retained as part of the event's safety compliance pack and available for review by Environmental Health Officers or regulatory authorities.

4.5 Maintenance & Monitoring

- 4.6 During live event operations, regular inspections will be undertaken by the site management and plumbing team to ensure continued water pressure, cleanliness, and integrity of fittings.
- 4.7 Signage will be placed at all public water points indicating that the water is safe for drinking.
- 4.8 In the event of any issue or contamination risk, the affected standpipe or system section will be isolated immediately, and corrective measures implemented before reinstatement.

4.9 Sustainability & Wastewater

- 4.10 Water efficiency will be promoted across the event, including the use of trigger taps and controlled flow standpipes.
- 4.11 Greywater and wastewater will be managed and disposed of by an approved waste management contractor in line with environmental regulations.

5 Site Layout

Following a comprehensive review of the 2025 event layout and operational feedback, several measured and strategic updates have been made to the Wiltshire Throwback Festival 2026 (WTF26!) site design to enhance efficiency, audience experience, and environmental protection.

5.1 Additional Stage Introduction

- 5.2 For WTF26!, an additional stage will be introduced within the main arena to expand programming and enhance the festival experience.
- 5.3 The new stage will be a smaller, secondary platform specifically catering to the 1980s music audience, offering a distinct nostalgic zone within the main arena.
- 5.4 This stage will operate under the same sound management technology and monitoring system successfully implemented at WTF25!, ensuring that noise levels remain within the limits set and agreed under the previous event license conditions.
- 5.5 The addition will not increase the overall site capacity or licensed sound level; instead, it will distribute performances more efficiently and provide greater programming flexibility across the festival weekend.

5.6 Site Layout Adjustments

- 5.7 The new site layout incorporating this additional stage, along with refined access and service routes, is detailed in Appendix 1 – Floor Plan.
- 5.8 All walking routes and pedestrian access routes to and from the arena will remain unchanged from WTF26!, ensuring familiarity and smooth crowd flow.
- 5.9 Ticket entry points have been reduced in number following review of 2025 ingress data, which confirmed that previous gate capacities were oversized and flow rates presented no queuing or crowding issues.
- 5.10 Fire exits have also been rationalised and reduced, while maintaining full compliance with fire safety regulations and evacuation capacity requirements.
- 5.11 The existing Rendezvous Point for emergency services remains integrated within the site design, accessible from the Oakfield Stadium parking area.

5.12 Environmental Protection Measures

- 5.13 In support of the event's sustainability objectives, a rope and post barrier system will be installed along the field verge adjacent to the natural habitat area.
- 5.14 This measure is designed to protect local wildlife and prevent encroachment into environmentally sensitive zones during both build and live event phases.
- 5.15 The barrier system will be temporary and removed post-event as part of site restoration.

Note: These refinements have been made in collaboration with event contractors, local authorities, and environmental consultants to ensure that WTF26! continues to meet all licensing, safety, and environmental standards while delivering an improved attendee experience.

Event Capacity and Licensing

This is the second year of THE Wiltshire Throwback Festival (WTF). The Oakfield Stadium site has the capacity to accommodate more than 4,999 attendees. For 2026, the Event Management Team (EMT) will be applying for a premises license with a maximum capacity of 4,999. This figure has been determined following consultation and guidance from local authorities and relevant statutory bodies to ensure the event operates safely and effectively within the agreed parameters.

Site Plan

A plan for this event is shown in Appendix 1 – Event CAD Drawings / Overview.

Planning, Meetings & SAGS

The WTF26! Festival falls within the designation of Wiltshire Council and the local council of Melksham Without Parish Council. The WTF26! team will attend all relevant meetings with the Local Authorities and other responsible Agencies as deemed necessary. This Event Management Plan will be circulated to all relevant Authorities and Agencies as well as all parties forming the ESAG committee.

- Regular planning meetings with the Safety Advisory Group (SAG)
- Engagement with emergency services and licensing authorities.
- Risk management planning.

Stakeholders

Contingency and Emergency Plans have been circulated and agreed between relevant stakeholders. These plans shall include an outline for dealing with serious incidents.

Key stakeholders include:

- Local authorities.
- Event contractors.
- Security and medical teams.
- Licensing bodies.
- Community representatives.

The event management team comprises of the

- Festival Directors.
- Event Manager.
- Production Manager.
- Site Manager.
- Security Manager.
- Transport Manager.
- Medical Officer.
- Fire Safety Advisor.
- Health & Safety Advisor.

They will all participate in the planning of the event and will use the outcomes of regular team meetings and site visits to apply the hierarchy of controls; and produce a set of core management documents determining control of the event.

Licensing

Jarboom Ltd has applied to be the holder of the temporary premises license to be issued by Wiltshire Council. Permission has been granted for use of the site by the landowner, Oakfield Stadium.

All visitors will be required to complete the safety induction prior to accessing the site.

A log of all persons who have undertaken the safety inductions will be recorded and maintained which will be accessible at the Production Office.

The Production Manager, Site Manager and/or Event Safety Advisor or their deputies will always be available to aid and advice to ensure all planned control measures are in place where practicable.

- Alcohol sales managed under the 'Challenge 25' policy.
- Premises license should include amplified music, dance performances, and alcohol sales.
- Food traders registered with local councils 28 days prior to 24th June.
- Recorded Amplified Music.
- Live Amplified Music.

Our Alcohol and Drug policy can be found in Appendix 7 and Page 22.

The Venue

WTF26! Is being held at Oakfield Stadium, home of Melksham Rugby and Football Clubs. Oakfield Stadium and grounds is comprised of a large Clubhouse and Stadium for both clubs as well as 42 acres of grounds, comprising of 7 full size football pitches with various smaller junior football pitches, plus 3 full size rugby pitches and multiple smaller junior and mini rugby pitches.

A detailed plan of the event site designating all entertainment areas, gates, accessways and infrastructure is available in Appendix 1.

- Oakfield Stadium: Rugby & football pitches, clubhouse, parking areas.
- All attendees expected to leave each night.
- Temporary arena within designated stadium grounds.
- Parking areas will be primarily in the existing onsite parking areas with a contingency parking area planned if required next to the event arena. This still enable easy access and egress for blue route vehicles.

The Arena for the event will be located on MRFC Pitches 2 & 3 and some of the outfield of the Junior Pitches. (See Appendix 1 for a Festival plan). The remaining pitches will be used as onsite parking for the crew and staff working at the festival. Festival vehicles will be parked either onsite where they are needed during the festival, or in the main Oakfield car park.

Note – there is no camping planned at the festival. Weekend tickets are being sold, but due to the demographics of the majority of the festival goers, most will travel home and back for each day.

Local Community Impact

Wiltshire Throwback Festival recognises that community and stakeholder feedback plays an important role in assessing and improving the efficiency of management systems.

Feedback will be communicated to management via line managers, heads of departments, the Production Office, or through the post-event debriefing process.

Communication with residents and local businesses will be conducted through the following channels:

- Resident communications via leaflets, website updates, and local publications
- Dedicated phone line staffed throughout pre, during and post event (Telephone: 07424 680337)

Further communication will be issued via social media and the residents' database.

The local community also has a dedicated section on our website, which includes updates and newsletters:

<https://www.wtflive.co.uk/local-community>

<https://www.wtflive.co.uk/residents-newsletter>

Authorities are welcome to attend the residents and community meeting.

Admission Control

Tickets will be made available from the ticket selling partner Ticket Tailor.

Entry to WTF26! is restricted to over 18-year-olds. Ticket holders are informed of this policy when buying their tickets. This information also features on the website. Visitors will be subject to ID checks under the 'Challenge 25' policy at the gates and bars.

The website features the festival's entry policy in the information and 'Frequently Asked Questions' sections. Visitors are informed about the rules and restrictions applying to subjects such as age restriction, arrival times, gates open and close times, restricted and prohibited items, bringing alcohol onto the site, drug policy, crime prevention, restrictions on LPG, vehicles, searches, etc.

Suitable provisions shall be made to enable mobility-impaired and disabled attendees to use the premises including the provision of adequate access and means of escape.

Disabled visitors will be given the option to apply for a 'carer' ticket for a person of their choice to assist them onsite. Carers must be 18 years of age or older.

Registered Assistance dogs will be allowed onto site upon presentation of supporting evidence.

Adequate signage will be in place to assist visitors with impaired hearing and vision. Priority parking spaces will be made available for disabled visitors.

- Tickets sold via Ticket Tailor; scanned upon entry.
- Accreditation Point.
- Wristbands.
- Strict ID checks and bag searches at entry points.
- Entry Strictly 18 years and over.

Bars, Catering & Concessions

Gary Cooke (An Event Director) has applied to be the Designated Premises Supervisor at WTF26!

'Last Orders Ltd' have been appointed to run the bars operation at WTF26! Festival and will manage all festival-run alcohol serving outlets.

Last Orders Ltd will provide the Alcohol Management Plan and have put in place efficient management systems to promote responsible drinking and will work alongside WTF26!

- Bars managed by Last Orders Ltd.
- Managed under the 'Challenge 25' Policy
- Bar staff will have a minimum of 3 months bar experience.
- A briefing pack will be supplied to all bar staff.
- All alcohol served in recyclable plastic cups
- Free drinking water will be made available at all bars.
- ID checks at festival gates.

Food Traders are required to submit a pack containing all relevant supporting documentation in advance of the event. This pack will contain documents such as public liability insurance certificate, general risk assessments, HACCP, fire risk assessments, Gas certificates, COSHH assessments, PAT test certificates etc.

Once all food traders have been recruited, and all their documents have been collected and reviewed, a final list of food traders and their Local Authority registration will be submitted to the local authority Environmental Health Officer at least 28 days prior to the event.

- Food traders must comply with hygiene and fire safety regulations.
- Crew catering provided separately.
- All food traders will be registered with their local council.
- WTF26! Festival will engage food traders with a hygiene rating of either 4 or 5.

Traffic & Pedestrian Management

At WTF26! the primary people-management objectives are to provide a safe and secure environment and to promote a relaxed atmosphere where the public can enjoy the facilities provided at WTF26!

The Traffic Management Plan (TMP) and operation is being managed by our dedicated Traffic Management Company. A comprehensive TMP is available in Appendix 5.

During the build-up and breakdown phases, delivery vehicles of various sizes, ranging from personal cars to HGV's, will need to access the site to deliver & collect the event's infrastructure and building materials. These vehicles movements will have a minimal impact on the local traffic during the early stages of build-up and late stages of the breakdown. There will be a steady influx of staff, contractors and traders' traffic for the 2 days preceding and following conclusion of the event.

Temporary traffic signage will only be installed in the immediate vicinity of the venue. Additional onsite directional signage within the Oakfields site will be installed by the WTF26! Festival staff will direct public and production traffic to the correct areas. All event signage will be included in the TMP.

The existing Oakfield access road will be designated as emergency access route. All staff and contractors will be briefed, and security will oversee the use of these roads. NHS Ambulance, Fire & Rescue and Police will be sent site plans and instructions to access the site via these roads.

Blue badge holders will benefit from an area reserved for parking their vehicle close to the event entrance gate.

Specific areas will be designated to act as a vehicle "pick up / drop off area" (PUDO) for cars and taxis.

- Managed by our WTF26! staff.
- Designated crew and public parking areas.
- Emergency vehicle access and exit routes maintained.
- No vehicle movement in public areas during live hours. Vehicle Curfew to be set by our nominated Health & Safety Supplier.
- Provisions for mobility-impaired and disabled attendees.
- PA systems, Crowd Barriers, Signage.
- Designated pick up and drop off for cars and taxis.
- On site 5mph speed limit.
- No vehicles (except those authorized, police and medical vehicles) will be permitted to enter or move on site during public open period. Authorised production vehicles will be accompanied by Banksman for additional public safeguarding

Security, Crowd Management.

Our nominated security provider will be appointed to manage security and crowd management. They will provide SIA guards and stewards in prominent positions throughout the site to monitor capacity and crowd movements.

All security guards and stewards will be readily identifiable by uniform. Those undertaking SIA designated duties will have the relevant SIA badge on display and available for inspection.

The maximum attendance at the festival is 4999.

The site design incorporates a series of Emergency Exits that would be used in the event of a partial or total evacuation of the site.

Areas that are out of bounds will be barriered off with Heras fencing or existing fencing and hedges. In some instances, security will be positioned to patrol the perimeter to ensure visitors do not access the out of bound areas.

The Festival Directors will be working in shifts during the live period to ensure that at least one of them will always be available during the period when the public are onsite. The directors on duty will form part of Event Control and take part in decision making throughout the live period.

- Managed by our nominated Security Provider.
- Secure perimeters and controlled entry points.
- PA Systems, Clear Signage.
- Separate access and exits for artists and their crew.

Please refer to Appendix 2.

Alcohol & Drugs Policy

Alcohol

- No alcohol may be brought onto site by attendees. All alcoholic drinks must be purchased from the event bars operated by Last Orders Ltd.
- The event operates a strict Challenge 25 policy – valid ID will be required at the entrance and at all bars.
- Anyone unable to provide valid ID will be refused entry.
- Attendees who are clearly intoxicated will not be permitted entry to the event.
- All alcohol will be served in recyclable plastic cups – no glass permitted anywhere on site.
- Potable water available freely / kegged water will be available at all bars.
- No off-sales of alcohol will be permitted.

Bar Management

- Bars will be managed by Last Orders Ltd under their Alcohol Management Plan.
- All bar staff will have a minimum of 3 months' bar experience and will receive a briefing pack and onsite induction.
- Training will include:
 - Challenge 25 policy.
 - "Ask for Angela" safeguarding initiative.
 - Vigilance for potential drink spiking.
 - Handling intoxicated customers.
- A Designated Premises Supervisor (DPS) will be present throughout the event whenever alcohol is being served.
- Security staff will be present in bar areas, with roaming teams on standby during busy periods.
- Any persons believed to be intoxicated will not be served further alcohol. If behavior poses a risk, individuals will be ejected by security.

Drugs

Zero Tolerance

Jarboom Ltd operates a strict zero-tolerance policy on the possession, use, or supply of drugs. All staff, contractors, and attendees are made aware of this policy through ticketing terms and conditions, signage, and pre-event communications.

Deterrents & Searching

- Security staff will carry out ID checks, bag searches, and person searches at entry under Challenge 25 and security policy.
- Searches will be overt and visible to deter possession and use.
- Security teams will patrol the event space throughout the evening.

Discovery & Seizure

- Small Seizure (personal use): Any controlled substances found will be confiscated and placed in secure amnesty bins. The individual may be refused entry or ejected at the discretion of the Event Director and Security Manager. All instances will be logged and reported to Wiltshire Police.
- Large Seizure (intent to supply): The individual(s) will be detained by security in a designated holding area, the police will be called immediately, and all items and timings will be logged in accordance with PACE.
- Storage
- Confiscated substances will be logged by the Security Manager and stored securely until collected by Wiltshire Police.
- Any attendee believed to be under the influence of drugs will be referred to the welfare or medical team.
- Individuals' incapable of caring for themselves will not be ejected until safe arrangements have been made.
- At least one SIA-licensed member of staff will remain with any individual under medical care to ensure the safety of welfare and medical personnel.

References

- The Misuse of Drugs Act 1971 – Sections 4,5 and 8
- Section 4 - Restriction of production and supply of controlled drugs.
- Subject to any regulations under section 7 of this Act for the time being in force, it shall not be lawful for a person—
 - to produce a controlled drug; or
 - to supply or offer to supply a controlled drug to another.
- Subject to section 28 of this Act, it is an offence for a person—
 - to produce a controlled drug in contravention of subsection (1) above; or
 - to be concerned in the production of such a drug in contravention of that subsection by another.
- Subject to section 28 of this Act, it is an offence for a person— 14
 - to supply or offer to supply a controlled drug to another in contravention of subsection (1) above; or
 - to be concerned in the supplying of such a drug to another in contravention of that subsection; or
 - to be concerned in the making to another in contravention of that subsection of an offer to supply such a drug.
- Section 5 - Restriction of possession of controlled drugs.
- Subject to any regulations under section 7 of this Act for the time being in force, it shall not be lawful for a person to have a controlled drug in his possession.
- Subject to section 28 of this Act and to subsection (4) below, it is an offence for a person to have a controlled drug in his possession in contravention of subsection (1) above.
- Subject to section 28 of this Act, it is an offence for a person to have a controlled drug in his possession, whether lawfully or not, with
 - Event Management Plan Revision Date: 26 March 2023
 - Intent to supply it to another in contravention of section 4(1) of this Act.
- In any proceedings for an offence under subsection (2) above in which it is proved that the accused had a controlled drug in his possession, it shall be a defense for him to prove—
 - that, knowing or suspecting it to be a controlled drug, he took possession of it for the purpose of preventing another from committing or continuing to commit an offence in connection with that drug and that as soon as possible after taking possession of it he took all such steps as were reasonably open to him to destroy the drug or to deliver it into the custody of a person lawfully entitled to take custody of it; or
 - that, knowing or suspecting it to be a controlled drug, he took possession of it for the purpose of delivering it into the custody of a person lawfully entitled to take custody of it and that as soon as possible after taking possession of it he took all such steps as were reasonably open to him to deliver it into the custody of such a person.
- [F1(5) Subsection (4) above shall apply in the case of proceedings for an offence under section 19(1) of this Act consisting of an attempt to commit an offence under subsection (2) above as it applies in the case of proceedings for an offence under subsection (2), subject to the following modifications, that is to say—
 - for the references to the accused having in his possession, and to his taking possession of, a controlled drug there shall be substituted respectively references to his attempting to get, and to his attempting to take, possession of such a drug; and
 - in paragraphs (a) and (b) the words from “and that as soon as possible” onwards shall be omitted.]
- Nothing in subsection (4) [F2or (5)] above shall prejudice any defense which it is open to a person charged with an offence under this section to raise apart from that subsection.

References (continued).

- In any proceedings for an offence under subsection (2) above in which it is proved that the accused had a controlled drug in his possession, it shall be a defense for him to prove—
- that, knowing or suspecting it to be a controlled drug, he took possession of it for the purpose of preventing another from committing or continuing to commit an offence in connection with that drug and that as soon as possible after taking possession of it he took all such steps as were reasonably open to him to destroy the drug or to deliver it into the custody of a person lawfully entitled to take custody of it; or
- that, knowing or suspecting it to be a controlled drug, he took possession of it for the purpose of delivering it into the custody of a person lawfully entitled to take custody of it and that as soon as possible after taking possession of it he took all such steps as were reasonably open to him to deliver it into the custody of such a person.
- [F1(5) Subsection (4) above shall apply in the case of proceedings for an offence under section 19(1) of this Act consisting of an attempt to commit an offence under subsection (2) above as it applies in the case of proceedings for an offence under subsection (2), subject to the following modifications, that is to say—
- for the references to the accused having in his possession, and to his taking possession of, a controlled drug there shall be substituted respectively references to his attempting to get, and to his attempting to take, possession of such a drug; and
- in paragraphs (a) and (b) the words from “and that as soon as possible” onwards shall be omitted.]
- Nothing in subsection (4) [F2or (5)] above shall prejudice any defense which it is open to a person charged with an offence under this section to raise apart from that subsection.

Counter Terrorism

Counter Terrorism plans are included in the Security plan for the festival In Appendix 5. These plans have been compiled with by our security consultants and specialist counter terrorism consultants, In consultation with all relevant stakeholders (Police etc).

Plans Include:

- Random bag searches.
- Security-trained staff for suspicious activity reporting.
- Liaison with local police on threat assessments.
- Emergency Lighting along evacuation routes.
- Incident and Emergency Plan.



CONFIRM

Whether or not the item exhibits recognisable suspicious characteristics.

CLEAR

The immediate area. Staff will be instructed to not touch the package. The public and other members of staff will be moved away to a safe distance. Public will be moved as far as possible from the package, ideally 100m, out of sight of the item, away from glass and flammable substances. The area will be cordoned off.

COMMUNICATE

Event Control will call 999 to report on the situation. Again, radios and mobile phones will not be used within 15 meters from the object.

CONTROL

Access to the cordoned area. One person at the scene will be positioned to keep a watch on the package (but at a safe distance) until the emergency services arrive. Public will be kept away from the cordoned-off area. Security personnel and event staff will assist in this task.

Firearms

A Firearm or other weapon attack would be dealt according to the Run, Hide and Tell guidance as outlined by the National Counter Terrorism Security Office. The Run Hide Tell procedure is outlined in the Run, Hide & Tell Leaflet (see following page).

Run, Hide & Tell Leaflet



Medical, Welfare & Accessibility

WTF26! Management will contract a qualified and competent medical provider, to ensure an appropriate medical plan, including infrastructure and staffing, is in place for the event. This will be commensurate with the guidance from PHE and the UK Government, and the Purple Guide (Event tier 3, 2001 – 5000 attendees). The updated medical plan is available as the Appendix 3 – Medical & Welfare Plan and Needs Based Analysis.

Medical cover will be operational from the opening of the festival gates to the public on Friday 25th June 26 until the site is clear of public Sunday 28th June 2026.

Sufficient medical services will also be available to all contractors working on site during the build and break festival.

A risk factor assessment will be undertaken and the cover provided by our nominated provider will be in line with the requirements. The number of staff and infrastructure deployed this year will be determined by the updated Medical Plan.

Vulnerable persons will always be in the care of members of WTF26! staff who have valid Disclosure and Barring Service check. These will be members of the SIA-security team or Medical Team. Additionally, members of the Welfare Team with DBS checks may also be called for assistance. The Vulnerable Person Policy is within the Medical plan at Appendix 3 – Medical & Welfare Plan and Needs Based Analysis.

The nearest Emergency Departments are located at either of 2 hospitals:

The Royal United Hospital Bath (The RUH) Combe Park,
Bath,
Avon BA1 3NG

Or

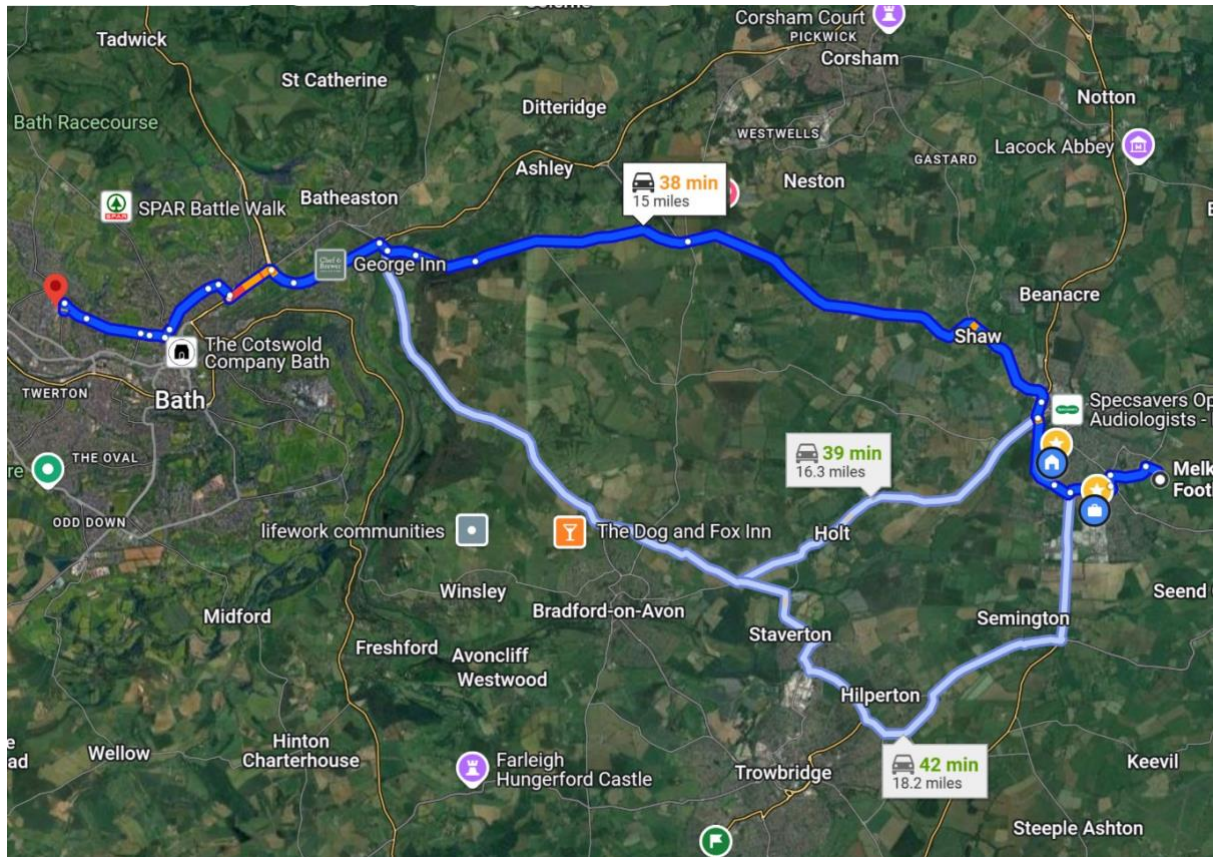
The Great Western Hospital (Swindon) Downs Way,
Swindon SN3 6BB

See next page for routes to both hospitals.

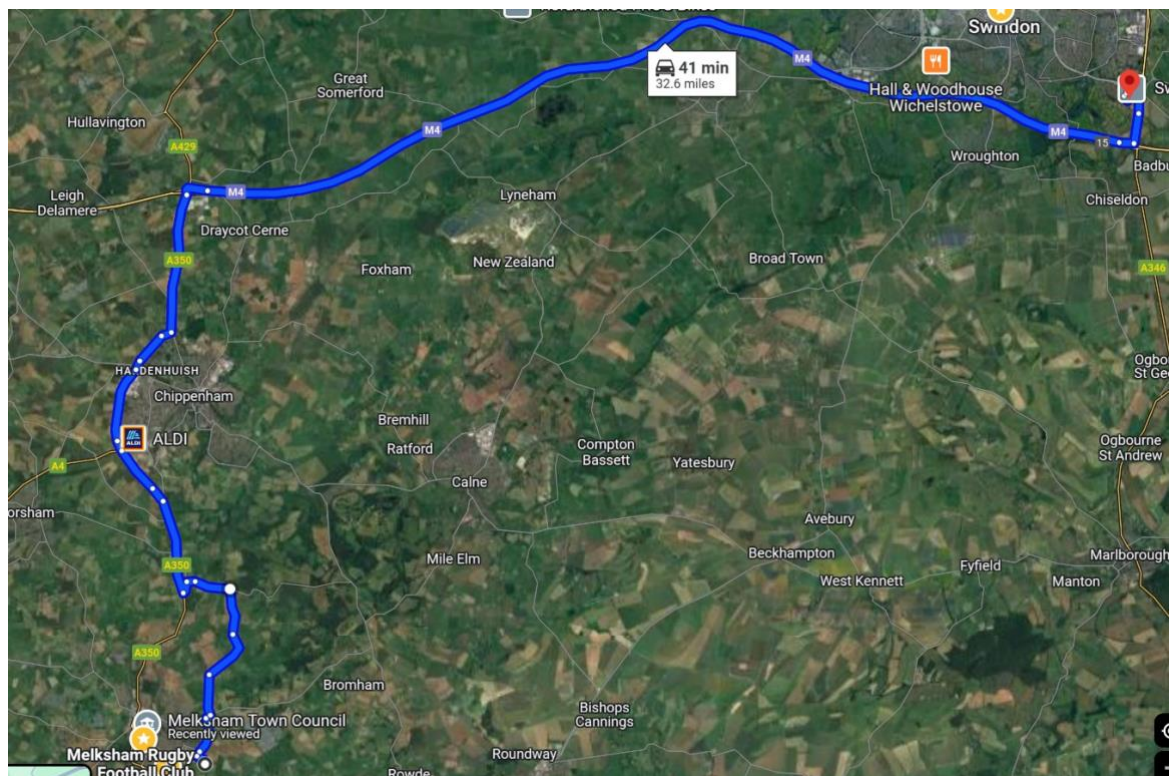
- Nominated Medical Provider to provide onsite medical care
- Fully staffed medical facilities and first aid stations
- Accessibility services for disabled attendees
- Response Vehicles
- 2-way communication
- Medical Tents will be shown on the Site Plan

The welfare plan is available within the Medical Plan at Appendix 3.

The Royal United Hospital Bath (The RUH)



The Great Western Hospital (Swindon)



Noise Management

WTF26! organisers are committed to minimising any disruption or disturbance to residents and businesses linked to noise emissions from site.

Noise management will be managed by our contracted noise management company.

WTF26! will ensure all conditions stipulated in the premises license Annex 3 on Noise and Pollution are met and enforced.

All residents within a 1km radius will be notified of the event in writing in advance of the build commencing onsite via a letter distributed by post.

A resident's phone line will be staffed by Jarboom admin staff during the site working hours during the build-up and breakdown phases and during the festival by the operation staff / noise management team. The phone will be manned during these times and up to 2 hours after the licensable activities.

All sound systems and staging setups will incorporate the conditions outlined in Annex 3 of the premises license.

A copy of the Noise Management Plan is available in Appendix 6.

- Noise Management Plan
- Noise monitoring at designated points
- Compliance with local noise limits

Communications

Communication during the event between the Event Director on duty, Live Event Manager, Event Control, Event Safety Advisor, Security Manager, Production Manager, as well as Heads of Departments, appointed contractors and crew will primarily be by way of UHF/Digital two-way radios, but also using mobile telephones as necessary and wherever possible. There will be phone handsets within the production offices. There will also be a dedicated line to the Event Control Office, reserved for the 'complaints' line. (Tel. No. +44 7424 680337)

Information about the event will be provided in advance to all ticket holders via several platforms. The website and social networking platforms will be updated regularly with information pertaining to the event. In addition, ticket holders will be sent information directly by email.

Through its social media channels on Facebook and Instagram, WTF26! engages with its audience, sharing updates, engaging content, and community feedback, which helps in knitting together a community of fans who are eagerly anticipating each year's gathering.

Stage PA systems can / will be made available to broadcast safety announcements as and when necessary.

Recap of Communications methods:

- Letters to residents prior to the event.
- Event updates via website, social media and event notices.
- Dedicated complaints line for residents.
- 2-way radios and phones for staff.
- Information tent.
- Staffed Production Office during live phase.

Fencing, Barriers & Ground Protection

The main construction site will be separated by fencing erected by the WTF26! festival site build team, and by using the existing fences and natural barriers running around the perimeter of the site.

All work platforms will be provided with guardrails and toe boards or other suitable barriers. All MEWPs shall only be used on firm levelled ground.

Crowd barriers will be used to manage crowds during the live period.

Our commitment:

- Heras fencing securing perimeters.
- Pedestrian barrier for crowd management.
- Trackway for vehicle routes to protect ground (Weather permitting and where necessary).
- Rope barrier on perimeter of walkway.

Toilets, Showers, Water & Waste Management

A sufficient and suitable provision of sanitation facilities (toilet, showers, handwash) will be provided for all persons working during the event period including during the Construction Phase.

Toilet facilities will be maintained by a service team as part of the provision of Toilets/ Showers / Waste management. to ensure that they are kept in a clean and serviceable condition throughout the duration of the event. Shower facilities will only be available for festival contactors / staff.

Accessible facilities for disabled attendees and staff will be provided in all main areas of the event. The toilet locations will be clearly signed. These facilities will be spread out throughout the site as much as possible to achieve minimum distances for users to access them.

All cubicles will be fitted with hand sanitisers. Hand sanitiser dispensers will be available near to urinal stations and at strategic places around the site.

Separate toilets will be available for bar and catering staff that will not be available to the public.

Our commitment:

- Exceeding minimum sanitation requirements.
- Disabled toilets.
- Drinking water points throughout site.
- Dedicated waste collection and recycling
- Various Waste Management contractors will be contracted to manage all Waste Management (See Waste Management Plan Appendix 12).

All waste will be collected from around the site by the litter picking / cleaning contractor, bagged and transported to a temporary waste storage compound located back of house. It will comprise a selection of waste skips. The skips will be collected at regular intervals by the waste collection contractor.

Signage

The WTF26! crew and contractors will be made aware of the site working hours. These are first published in the Health and Safety online induction and subsequently communicated on site via signage

Temporary event traffic signage will be installed in the immediate vicinity of the Oakfields site.

If the event was to be stopped and cancelled after the opening; the procedures outlined in the Incident and Emergency Procedure (Appendix 13) would be enacted. Messages would be diffused on all social media and web platforms; ticket holders would be informed via email. Signage would be erected around the festival surroundings to inform those on their way to the site.

Our commitment:

- Clear directional and safety signage throughout site
- Emergency exit signs well-lit and easily visible

Power & Site Lighting

All electrical installations at WTF26! must only be carried out by competent, suitably trained personnel appointed by WTF26! EMT.

PAT testing is a recognised method for demonstrating that a company / user carries out planned preventative maintenance on their equipment. All contractors, vendors and contributors planning on using or supplying electrical “plug and play” appliances and equipment at WTF26! must understand the requirements for PAT testing.

Evidence may be required to be produced in advance to the Production team and / or the Health & Safety Advisor; and those concerned will be notified in advance of this requirement. Equipment showing evidence of damage, poor repair or no PAT test will be removed from service.

Power is being supplied through generators of various capacities. All generator sets will be supplied by a reputable specialist company, and every machine will be provided with relevant safety inspection records and test results. Electrical engineers will be on standby throughout the event to monitor the good running of generators.

Backup facilities and systems will be available (where practical) to replace defective plant and avoid any prolonged loss of power.

Our commitment:

- Generators with backup systems.
- LED lighting for pathways and key areas.
- BS7909 Electrical Safety sign off on all Event Power Sources.

Cabins, Marquees & Temporary Structures

Temporary demountable structures (TDS) at WTF26! Festival will either be supplied by contracted specialist suppliers or will be erected by suitably competent crew members employed by WTF26!. All TDS will be signed off by the installing company or competent person and a certificate provided to the Production Office or Health & Safety Advisor where appropriate.

All contractors supplying this event will have their H&S documents examined as part of the tender process and will be required to provide site specific risk assessments and method statements in advance of any work commencing. Suppliers will also be required to submit specific supporting documentation such as structural drawings, design calculations, fire certificates etc. where appropriate. All marquees and stages will have fire-proof sheeting and will be treated as TDS.

The Site Plan showing the position of all major site infrastructure will be agreed in advance with the Suppliers. If any adjustments are required in the lead-up to the Construction Phase starting or onsite, the site plan shall be updated and all relevant stakeholders informed.

A wind management plan will be produced for the management of all TDS onsite; and the event's Adverse Weather Plan (see Appendix 14) will incorporate specific measures provided by suppliers / installers where applicable. Wind speeds will be monitored onsite, and an anemometer fitted in a strategic location(s).

Our commitment:

- All structures compliant with safety regulations
- Wind management plan in place
- Only qualified construction contractors will be employed
- Regular risk assessments

Marquee Provider: *Tendering*

Bar Marquee Provider: *Tendering*

Cabins Provider: *Tendering*

Structures & Staging Provider: *Tendering*

All Health and Safety measures for the 'build, live and break' days of the festival for all the above structures, will be placed in the Event Safety Plan.

Technical Production

CDM 2015 is a regulation that governs the Construction Phase of events to protect personnel involved in this phase from being harmed. One of the key principles contributing to this aim is the appointment of competent contractors and personnel for the correct tasks.

A rigid communication system will be in place to ensure safe systems of work are implemented and maintained throughout the planning, implementation and revision of the project. Please refer to the appendix entitled Appendix 8 – Production Schedule Overview, for full detailed build, live and break scheduling.

Our commitment:

- Construction Phase Plan from Event Safety Contractor.
- Professional sound, lighting, and stage infrastructure.
- Safety checks before and during the event

Essential Health & Safety management is carried out during the event planning process including:

- Development of overall event Risk Assessments.
- Development of contingency and emergency plans.
- Site design, including consideration of access, egress and emergency routes.
- Appointment of suitable contractors, suppliers, and partners.
- Production and circulation of trader's safety rules, and the collation of mandatory safety documents and forms.
- Regular meetings held between all specific duty holders.
- Drawing up of the Event Management Plan.
- Compiling of the Event Safety Plan.
- Application of relevant licenses and authorisations.
- Engagement and consultation with contractors over production and safety planning to produce a workable and coherent production schedule.

During the Build-up and Breakdown phases, members of the public will not be permitted access to the working site on grounds of safety.

Health & Safety Management

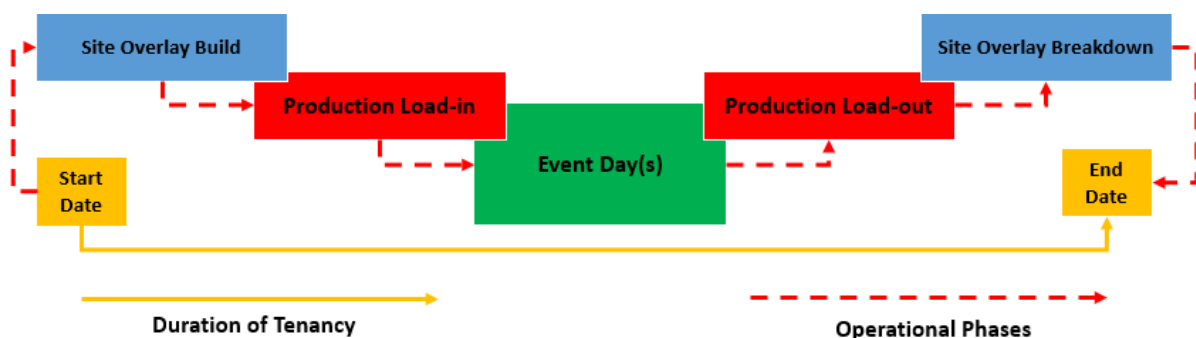
WTF26! Festival will appoint a Health and Safety Consultant to provide Health and Safety advice and consulting throughout the duration of the festival which includes the planning phase, throughout the open period and final stages. H&S will also provide a competent Health & Safety Advisor who has extensive experience of working on festivals and is familiar with the event site, infrastructure and management.

In keeping with its overall objectives and in accordance with the requirements of the Health and Safety at Work Act 1974 and the Management of Health & Safety at Work Regulations 1999, WTF26! festival will take all reasonably practicable measures to ensure the health, safety and welfare of its employees, contractors and subcontractors. In all its activities, WTF26! will seek to meet its responsibilities for health and safety in respect of those who are not its employees and the environment in which it operates.

In planning to hold this event, the Management Team at WTF26! have used their extensive team's knowledge and experience of similar events to ensure that they always comply with legal requirements and that, where possible and applicable, Approved Codes of Practice and Guidance are followed in presenting the event

This document is provided as a supplement to the requirements placed on organisations and individuals by health and safety legislations and other applicable local and national legislation. Compliance with this document does not correspond to the fulfilment of statutory duties applying to organisations and individuals.

The operation on site is broken down into five phases of operation, as shown in the graphic below.



Site Overlay Build & Production Load In

Trackway will start to be installed on Monday the 22nd of June 2026 (weather permitting IF required)
The event build schedule will continue to be updated as planning progresses and can be made available upon request.

Equipment storage and work areas set up in support of this event will include suitable fencing to maintain security and prevent members of the public entering work and private areas of site.

Events Overview

Site Build Commences:

Monday the 22nd of June 2026

Event Days:

Friday the 26th of June 2026.

Saturday the 27th of June 2026.

Site Break-down:

Monday 29th of June – Wednesday the 1st of July 2026.

Expected Attendance

The event will cater for up to **4,999** attendees per day.

Site Capacities:

Site capacities have been carried out in accordance with current legislation and guidance.

Ingress and egress capacities

Details of ingress and egress flow rates and capacities will be found in the Appendix 2, General Crowd Management Policy.

Emergency exit capacities:

Guidance has been taken from The Purple Guide, The Guide to Safety at Sports Grounds (Green Guide) and The Fire Regulatory Reform Order 2005.

The event has been classified as a 'LOW' risk due to its outdoor setting, minimal temporary structures and crowd profile. This allows an evacuation time of 10 minutes, using a flow rate of 82 people per meter, per minute.

Please see the Event Fire Risk Assessment for further details Appendix 4. Emergency exits will be marked on the site plan.

License Information

A public entertainment license has been applied for the following licensable activities:

- Recorded amplified music by DJ's as well as background to dance on the main stages.
- Amplified live music/cabaret performances on a small stage.
- Live music (acoustic) performances.
- Sale of Alcohol.

The Premises License holder for the event will be Jarboom Ltd (License applied for) The Designated Premises Supervisor is Gary Cooke, Festival Co-Director, Jarboom Ltd.

Objectives:

Jarboom Ltd intends to deliver to the public a safely planned and well organised event that will meet all the statutory obligations under current and relevant legislation. It is also our intention to meet the recommendations related to safety and to incorporate agreed recommendations made at the Safety Advisory Group or other individual responsible authorities, where advice has been issued in pursuance of statutory powers.

Jarboom Ltd will distribute information to local business and residents as necessary, to make them aware of the event, its dates and construction/deconstruction.

This event is licensable therefore, Jarboom Ltd will organise the event in accordance with the four licensing objectives.

Safety Advisory Group

The event will be planned and operate with advice and recommendations from the Safety Advisory Group (SAG). During the planning stages of this event, the group will meet as required to review all aspects of the event relating to emergency planning, crowd safety, health and safety and traffic management. The event organiser will undertake to plan and run the event in its entirety with the consultation and guidance from the SAG group.

Site Inspections

The event organiser welcomes site visits from members of the SAG, local authority, enforcement agencies and/or members of the emergency services during all phases of operation.

Officials will be asked to report to the Site Office or Event Control on arrival and complete all necessary inductions prior to arrival on site.

Members of the SAG are welcome to attend the ELT meetings throughout the live phases of the event.

Festival communications

Festival communications will be planned and managed as per the Event Communications Plans

Roles and responsibilities

Festival Roles and Responsibilities will be allocated and carried out as per the WTF26! management tree. Details of all roles and responsibilities, contractors and sub-contractors will be detailed within the event management plan. This includes roles of the organiser, production and operations teams.

Event Control Operation

The event will operate an Event Control with a two-way radio system ensuring a direct link to the onsite managers and supervisors. Those allocated to Event Control operation will be experienced operators enabling the operations and safety management, to have contact with the crowd management team and any other interested parties on site.

As with all events, the final responsibility for public safety rests with the event organiser who will be represented in event control as and when required of the event site. In the event of a major incident responsibility may be subject to a transfer of authority with the emergency services.

The organiser (Event Gold), or a nominated deputy, will be on site always when the members of the public are on site.

During the build and break a logbook/event diary will be kept in the production office to make note of any significant happenings, actions or queries, to act as a reminder and a record of actions the site management team.

*The Event Director(s) and ALL Managers will have access to the same radio channels as the FOH staff, the production team and contractors and have access to mobile telephones.

Event Liaison Team / Emergency Liaison Team (ELT Team)

An ELT will be established, a list of those within this group can be found below:

- Event Director/s
- Fire Lead
- H&S Lead
- Security Lead
- Medical Lead
- Operations & Production Lead
- Traffic & Transport Lead
- Police On-Site Lead (if present)
- Welfare Lead

The ELT will meet 1 hour prior to gates opening, mid event and 1 to 2 hours pre-egress. Further meetings can be called if required – in response to an arising or occurring incident/s or significant changes to plans, etc.

All meetings will be minuted for an accurate record of events.

Emergency Procedures and Incident Management

Whilst the event organisers are taking pro-active steps to provide a safe and incident free event site it is acknowledged that incidents, ranging from minor to significant, will possibly occur on site. The event organiser will ensure that a suitable incident management plan is in place for the event to deal with foreseeable incidents that may occur site.

Management of incidents will run through event control where a log of actions taken will be kept.

Full details of incident management and emergency procedures can be found in Appendix 13

Transfer of Authority

In the unlikely event of a major incident taking place during the event, it may be necessary for a transfer of authority to take place between the Event Director and the Police Commander. Whilst this is not seen as routine, it is accepted to be an established practice, that is made in exceptional circumstances only. Once a major incident is terminated or downgraded a second transfer of authority will take place effectively returning control of the event to the Event Director.

Event Health & Safety

Health and Safety Policy Statement

Jarboom Ltd recognise that several activities which are undertaken by them, or undertaken on their behalf, could potentially involve risk to the health, safety and welfare of its employees, contractors, agents, guests, members of the public and others, together with the risk of damage to and loss of equipment, or property.

It is the policy of the event organiser of this to seek, as far as is reasonably practicable, safe and healthy working conditions for employees and all other personnel working on behalf of the event, and to ensure that any activity undertaken by the event, does not adversely affect the health and safety of other persons.

The aims and objectives of the policy are:

To protect and maintain standards and to comply fully with the Health & Safety at Work Act 1974 and all other relevant legislation, regulations and codes of practice.

- To protect employees and others, including the public, from foreseeable hazards.
- To provide all persons with the necessary information, instruction, training and supervision needed to ensure that safe working practices are adhered to, and safety awareness is developed.
- To ensure that everyone involved with the organisation and running of this event are aware of their responsibilities to take care of themselves and others.
- To encourage consultation and co-operation, and where necessary, consult with outside bodies to maintain a safe working environment.
- To ensure the provision and maintenance of plant and systems of work that are, so far as is reasonably practicable, safe and without risk to health.
- To provide arrangements for ensuring, so far as is reasonably practicable, safety and absence of risks to health in regard to the use, handling, storage and transport of articles and substances.
- To minimise the number of accidents and incidents that may endanger the health, safety and welfare of all persons working at or attending this event.

While the event organiser will do all that is within its powers to ensure the health and safety of all persons, it is recognised that health and safety is the responsibility of each person associated with the event. It is the duty of each person working on this event to take reasonable care of their own and other people's welfare and to report any situation, which may pose a threat to the wellbeing of any other person.

The organiser of this event will ensure that professional contractors holding the required certificates of competence, carry out the installation and maintenance of all equipment, plant and services, related to this event.

All contractors will be required to demonstrate their competence and present relevant method statements, risk assessments, structural calculations and insurance details relating to the work they are contracted to carry out at this event. A copy of all contractors Health and Safety information will be kept by the Safety Advisor for inspection at any time.

Arrangements for Delivery of Health & Safety Policy

It is the duty of the event management team to ensure that the Health & Safety Policy for this event is implemented. This will be achieved by the engagement of a Safety Advisor who will co-ordinate safety management on site and by ensuring that all members of the management team are competent and aware of their duties, work in accordance with site rules, risk assessments, method statements and any other safe systems of work implemented during the event.

The event organisers and their agents will fully co-operate with the local authorities regarding matters of health and safety and will ensure liaison with any other stakeholders operating at the event site.

All managers and supervisors will be responsible for undertaking a dynamic on-going assessment of all areas regarding health, safety and welfare due to the dynamic nature of event operations.

All those involved with the planning of this event are recognised as competent within their field. Their credentials and experience will be checked prior to commencing any work on site as part of the event control measures.

Contractors' details will be maintained in the Event Safety File.

Construction Design Management

In common with all other health and safety obligations, Jarboom Ltd take their responsibilities under Construction (Design and Management) Regulations 2015 very seriously.

A Production Schedule Overview (appendix 8) has been prepared and distributed to accompany this document. This includes information and allocation of the Client, Principal Designer and Principal Contractor roles.

The construction phase covers the following activities associated with the staging of the event:

- The installation and construction of site overlay
- Production load-in
- Production load-out
- The dismantling and removal of site overlay

Event Safety Advisor Responsibilities

To assist the Client and Principal Contractor with their roles the Event Safety Advisor will undertake the following:

- Review of all contractor documentation prior to work taking place
- Assistance with monitoring of contractors on site (this role will be completed by the Site Manager when ESA is not on site)
- Liaison with contractors, self-employed persons, employees and the health and safety enforcement authorities
- Monitoring adherence to site rules
- Providing advice and support to the event management team in relation to health and safety
- Advising and assisting the Event Management team with identifying, stopping and rectifying any unsafe works or use of equipment.

Contractor and Supplier Health & Safety Obligations

As previously stated, all contractors and suppliers are to make their Senior Manager or Supervisor designated to work on site, aware of the Crew and Contractor Site Rules. All relevant company safety documentation is to be supplied to the Event Safety Advisor prior to commencing work on site.

Contractor competency

Jarboom Ltd. & the Event Safety team will check the competence of contractors providing equipment, goods and services to the event. All contractors and staff will be required to demonstrate their competence and present:

- proof of adequate insurance
- company health and safety policy
- risk assessments
- method statements
- certification for individuals (e.g. details of qualification or specialist training, plant tickets, SIA registration, food hygiene)
- structural calculations
- fireproofing certification
- gas safety (as appropriate)

Site Induction

A site induction will be available for those working on site to complete prior to arrival. This will be linked to the accreditation system. No-one will be permitted to collect their accreditation without having completed the induction. Facilities will be available on site for people to complete the induction on arrival if needed.

A log of all safety inductions will be kept.

The Event Safety Advisor will be available to aid and advice and to ensure all control measures noted here, are carried out where practicable.

Event Health & Safety Checks / Event Build/Break Log

During event days the event safety advisor will be responsible for carrying out safety checks around the site and monitoring contractor, staff and artist activities.

The Site Manager or an appointed deputy will keep an event build/break log which will log all significant actions and issues arising on site and their resolution when the Event Safety Advisor is not on site. This event log will be held in the site office.

General Arrangements

Accessibility

The event organisers will, wherever possible, make all public areas of the event site accessible to those with access needs. The event organisers will ensure an accessible toilet provision.

All stewards and security on duty will be briefed on how to assist those with access needs. Customers can discuss any access requirements in advance with the event organisers via the website/email.

The nominated welfare provider will provide access support to customers.

Accident Reporting & RIDDOR

Accident forms must be completed for all accidents, incidents and near misses that occur on the site during all phases of the event. The Event Safety Advisor or Site Manager should be notified of any accidents and be provided with a copy of the accident form.

The Event Safety Advisor will collate all accident forms and conduct investigations where necessary.

Any RIDDOR qualifying incidents will be dealt with by the Event Safety Advisor and Medical Provider, who will contact the Incident Contact Centre (0845 3009923; www.riddor.gov.uk) or fill in form and online report as appropriate and share the information with the local council.

Accreditation

Event management will produce all event passes. A clear description of the passes and restricted areas to which they relate will be prepared for security personnel.

Site and production contractors will be checked in at the accreditation cabin to confirm that they should be on site and have completed the site safety induction. All contractors on site during the event will be given an individual pass or wristband, which they must always wear.

Alcohol Sales

The event is licensed, and alcohol will be available throughout the event. To discourage underage drinking a "Challenge 25" initiative will be implemented to seek proof of age from anybody who appears to be under the age of 25 wishing to purchase alcohol.

Those individuals unable to provide suitable prove of age, will not be permitted to purchase alcohol. A designated premise license (DPS) holder has been appointed and will always remain on site where alcohol is on sale. Each bar will have a Personal License Holder

Chemicals & Substances Hazardous to Health

Safety Data Sheets, Risk Assessments and Storage

All contractors will be required to provide risk assessments for any chemicals or materials that they are bringing onto site unless in the final state (e.g. wood structures). They should identify the required storage, and this should be communicated to the site manager in advance.

Fuel will be stored in the boneyard with suitably banded containers.

The site manager will provide suitable storage for flammable or other hazardous materials.

LPG

Traders are only permitted to have only one spare cylinder of LPG on their stall at any time. Storage for additional LPG will be available on site and managed by the Trader Manager.

There will be an LPG gas supplier who will be able to deliver to the site during the event. Traders are required to confirm their requirements in advance.

Trader gas appliances must comply with relevant HSE regulations and must have undergone a Gas Safe Check within the 12 months prior to the event.

Traders will need to provide clear, legible, valid copies of their Gas Safe Inspection Certificates prior to the event. Documents must be valid for the duration of the event 2026.

Communication Workforce

Key information will be communicated to all working on site via the accreditation system prior to arrival on site. This will include the site induction and site rules.

During the build and break communication will be via the Site Office and a noticeboard within crew catering area. Heads of Department meetings will be held as necessary.

During the event communication will be via Event Control and individual radio channels. There will also be daily ELT meetings.

Public

The website and social media channels will carry key information for members of the public looking to attend the event: <https://www.wtflive.co.uk/>.

Ticketholders will be sent key information prior to arrival including event rules, site information and updates. During the event communication will be via PA systems, screens and social media. Stewards and event staff will also be used to communicate information.

Concessions and trade stands

All concession units will provide the following in advance: -

- Proof of Local Authority Registration
- Hygiene rating (minimum 4*)
- Fire risk assessment
- General risk assessment
- COSHH assessments
- Gas safe certification
- Evidence of PAT testing for electrical items
- Employers and public liability insurance
- This information will be checked by the Safety Advisor and will be forwarded to the Environmental Health Officer in advance of the event.

The Safety Advisor will undertake inspections of concession units during the build and live phases of the event. Those units failing to reach the necessary standards or contravening the event terms and conditions will be closed and/or ejected from the event.

The location of trader stands, and catering concessions will be shown on the Site Map (Appendix 1). Individual catering concession units will be a minimum of 1m apart and groups of 3 or more units will be separated by a 6m gap (Nb – distances may vary depending on type and grouping of concessions which will be dependent on local rules (Wiltshire Council use the Purple Guide) and the actual concession types who are chosen to sell at the event.

All market/trade stands will be required to provide the following in advance: -

- Fire risk assessment
- General risk assessments
- COSHH assessments
- Evidence of PAT testing for electrical items
- Employers and public liability insurance

Drones, UAV's, Planes and Helicopters

Use of drones or similar remote-control devices by the public will be strictly banned. Any drones must be notified to the Operations Manager who will check that CAA permissions are in place and that the range of operation falls under the appropriate guidance for safe use in public areas.

Electricity

The event will ensure that a competent electrical contractor installs and maintains the event electrical power and distribution system. The supply will be adequate for the expected demand, especially with respect to traders who will be required to confirm their power requirement in advance.

Suitable barriers, signage and fire safety provision will be made at all generators and significant distribution locations. The electrical contractor will be responsible for ensuring that all installations meet appropriate standards for safe use.

The electrician will condemn and prohibit from use any equipment found to be inadequate, substandard or unsafe. Any such equipment will be reported to the Safety Adviser. All sound and lighting contractors will be competent and provide equipment, including local distribution, in good condition and currently PAT tested as necessary.

The Event Safety Adviser will obtain confirmation in writing from the electrical contractor that all electrical installations comply with Electricity at Work Regs 1989; BS 7909:1998; ACOPs and guidance as appropriate and industry best practice before allowing end-user connections to be made.

Event Opening Procedure

The gates opening procedure will be managed via Event Control. The final authority to open the event sits with the Event Director.

Prior to opening the event the Event Controller will ensure that all departments are satisfied that their areas of responsibility are safe to open.

Prior to gates opening the safety team will gather in specific sign off's including: -

- Temporary structure installation sign-off
- Water testing results
- Electrical installation sign-off (BS7909)
- Fire extinguisher deployment complete
- Rigging sign off
- The authority to open gates will be given as an all call from Event Control.

Fire Safety

The fire safety planning will have emphasis on fire prevention as far as possible but will include suitable and sufficient fire response strategies.

Fire safety will be provided within the site induction for everyone working on site.

All traders will provide fire-fighting equipment (extinguishers) as appropriate to the level of risk their equipment and activities may create on site. This will be checked on site by the Event Safety Advisor.

The site team will have a supply of firefighting equipment on site which will be distributed accordingly across the site and be readily available always during event 'build', running and 'break' periods.

Please see the specific event fire safety management plan (appendix 4) and risk assessment (appendix 3).

The Event Safety Advisor will be responsible for carrying out daily fire safety checks and recording results as follows:

- Fire extinguishers are present and have not been tampered with.
- Emergency exits are free from obstructions, with exit routes clear.
- No waste or combustible material is stored under stage areas.
- Emergency exit signs in place.
- Emergency lighting in place and working.

Should a fire or suspicion of fire be reported by any member of staff, the designated fire provider will go to the location reported, assess the level of threat and act accordingly, either using fire extinguishers if appropriate or notifying the Event Control who will contact the emergency services and/or initiate evacuation procedures, if the level of threat necessitates.

Housekeeping

All work areas must be kept clear of obstructions that could cause slips, trips and falls. Any stores must not block roadways or access routes.

Waste materials shall be disposed of properly in suitable receptacles provided by the site. Where materials are stowed awaiting use, the contractor shall ensure the equipment and materials are stowed safely, in a secure manner and with suitable space around the equipment

The Event Safety Advisor will monitor storage areas on site ensuring access, suitable space and correct stacking has taken place

The Site Manager will arrange suitable storage areas on site with this information made available to all staff and contractors.

All deliveries and drop off / collection arrangements shall be managed in a staggered format so as to reduce overflow of vehicles and reduced space, movements on this site.

No flammable waste materials or other equipment will be stowed temporarily underneath the stage or performance structure on this site.

Impact on Local Environment and Community

Local residents are provided with a telephone number, which will be located within Event Control, to report any appropriate matters.

Information of the event will be provided to relevant media and available via the event online channels.

The event organisers will retain an appropriate number of stewards and security staff, both to manage crowds and ensure that the site is secure.

The event runs during both day and evening hours.

Lighting

Suitable and sufficient lighting will be provided in all work and audience areas of this site.
Floodlights / tower lights will be installed in key locations.

All lighting and lighting structures added for the event should not, in themselves, create additional hazards. Where hazards are perceived, the structures and equipment will be isolated from the public. All lighting circuits in public areas will be protected by RCDs as noted in the electrical safety section.

Suppliers of lighting and lighting structures will be requested to provide associated method statements, risk assessments and insurance documentation, which will be supplied as part of this event document.

Lost & Found Property

Any lost items will be logged at the welfare centre. At the end of the event, the event management staff will arrange for handover of all left items to the organiser.

Stewards will not collect luggage, bags and suspicious packages. If suspicions are raised, the Event Safety Advisor and Head of Security should be informed, and they will liaise with Police to assess the risk to the public in the immediate area and to the site adhering to the emergency plan for 'other threats' as detailed in earlier sections of this document.

Anyone who reports lost items should initially be directed to the welfare centre. Personal belongings will be stored on site until the end of the event and handed to the promoter after the event. Anyone claiming lost/found items will be asked to identify themselves in order to assist with identification of lost items, these details will be logged and given to the Security Manager as deemed appropriate.

Event staff will not be in a position to take messages from the public. If messages are of a very urgent nature, the Event Safety Advisor may take a decision to use the PA, to pass the message on.

Post event, the public should be directed to as designated email address for all lost/found property enquires.

Medical / First Aid Provision Build and break medical

The organiser will ensure a fully qualified 1st aider will be present on site throughout the build, with efficient communications to that person put in place.

All contractors are responsible for managing their own first aid provision on site. First aid kits to deal with minor abrasions etc. are accessible on site. A first aid kit will be located in the site office.

Requests for first aid or additional medical support will be via the site office.

During event open periods

The level of medical provision required will be provided as per the Medical Management Plan (appendix 7). The medical team will operate from a dedicated medical tent which is identified on the site plan as well as having roaming teams.

The Local NHS Healthcare Trust have been advised of this event, via the Safety Advisory Group.

If an ambulance is called, the Medical Manager will also notify the Event Safety Advisor and Security Manager. The Medical Manager will attend daily meetings at event control and will report any significant injuries or trends of ill health immediately.

Full statistics of numbers and types of treatment will be provided to the Event Safety Advisor after the event for review.

Accident and Emergency Departments

The nearest Accident & Emergency Department is located at:

Royal United Hospital, (Bath) Combe Park, Bath, Avon. BA1 3NG 01225 428331 https://www.ruh.nhs.uk/	The Great Western Hospital (Swindon) Downs Way, Swindon. SN3 6BB 01793 604020 https://www.gwh.nhs.uk/
--	--

Noise Management

Noise Management Plan – Appendix 6

Disposable hearing protection will be made available to all those attending this event. Bars and food concession areas will also be monitored for noise level during performance times, with staff being offered disposable ear plugs in work areas.

The event management team are aware that noise escaping from the site may constitute the most obvious form of impact on local environment and community from the event.

Levels of amplification will be monitored on a continual basis, with known erroneous frequencies managed at all times.

Sound level readings will be monitored and recorded as per the event Noise Management Plan to ensure compliance with Noise at Work Regulations and in respect of local Environmental Health requirements through site license conditions.

For all other noise sources on site, the HSE Action levels will be adhered to. All generating plant will be “super-silenced” and switched off when not required.

There will be a resident’s dedicated landline number staffed during build & break hours, and staffed 24hrs during the live phase of the event.

Safeguarding Vulnerable Persons

A welfare plan is available as part of the EMP – Appendix 7.

Welfare and safeguarding are provided by the on-site welfare provider.

Security

During site construction and deconstruction periods there will be a security team on site monitoring entrances and exits from site, who will be linked to the site management team via radio.

There will be a security presence on site from the first morning that the site is under construction, their duty being to ensure that the site is kept secure always including overnight. All SIA registered staff must wear their SIA badge always when on duty.

When the production is open to the public, further SIA and experienced staff will be brought in, to support the expected audience numbers on site.

All staff will be briefed daily in advance of opening house. Staff will be in radio contact with each other.

Crowd Management

The crowd management plans will be provided within the security plan, provided by our dedicated security provider as per Appendix 5 of the EMP.

The event organisers are aware of their responsibility to ensure that visitors have a safe and pleasant experience whilst on site.

FOH staff duties are outlined in detail within the Security Plan and will range from staffing the site entrance, greeting visitors, facilitating audience ingress/egress, managing the audience whilst inside the site and monitoring site perimeter fence lines.

The Front of House team will be comprised of SIA registered staff and stewards provided by our dedicated security provider, all of whom will be managed by the Security Manager and will receive an on-site induction prior to starting work.

All stewarding staff will receive a briefing as to the layout of the site. Stewards will be easily identifiable to public and other staff alike and will be briefed as to their behaviour and demeanor on site. Customer Service and assistance will be paramount in their duties.

Ejections and refusals

A nominated member of the security management team will handle all ejections and refusals on site. A dedicated area has been allocated at the main entrance.

A log of all refusals and ejections will be maintained and suitable reports and evidence gathered.

Temporary Demountable Structures

Marquees, stages and commercial structures

All temporary demountable structures will be signed off by the installing company and a certificate placed in the event file. The installing company will have the necessary theoretical and practical knowledge to check such structures.

All contractors supplying to this event will have their H&S documents examined as part of the planning process and will be required to provide site-specific risk assessments and method statements in advance of any work commencing. They will also be asked to provide weather management plans for their structures which will link to Adverse Weather Management Plan.

Contractor standby teams will be on site throughout the event to monitor the structures and deal with any issues. Their contact details will be made available in Event Control.

Toilets

Public toilets are provided on site in line with the Purple Guide specification.

A full toilet cleaning, consumables replacement service is also provided as part of this provision.

Toilets will be accompanied by handwash facilities and/or provision of antibacterial hand gel.

Staff toilets will also be provided in a separate location throughout the build, event running and strike periods.

Stewards will be briefed to monitor toilet areas and will report waste build up, to the waste management company as necessary. Toilets will be regularly inspected and cleaned by a dedicated cleaning team.

Suitable lighting and clear signage will be in place for the toilet areas.

Traffic Management

A Traffic Management Plan is in place – Appendix 5

Pedestrian routes will be put into place using barriers where there is an increased risk from pedestrian/vehicle interaction however the main control measures will be site speed limits, lighting, vehicle routes and use of PPE as it is not possible to have designated pedestrian/vehicle routes around the entire site.

Waste Management

A full waste management and cleansing plan is to be formulated by the waste management contractor in conjunction with their waste management team, to ensure effective management of site waste during build, event running and strike periods.

The event organisers are committed to minimising impact on the local environment and ensuring that all waste resulting from the event is cleared on vacation of the site.

The event organisers will ensure that enough refuse bins are located within the site for use by members of the public. Additionally, refuse bins will be provided for use by merchandise, food and beverage suppliers and general site waste.

Waste and recycling materials will be stored separately in 1,100 litre wheelie bins or similar kept inside the site perimeter fencing. These will be emptied as necessary.

Bins and recycling units will be provided inside the performance sites, with further bins and recycling units stored outside the site, within the exterior fencing.

Stewarding duties will include regular monitoring of all waste and reporting of build-up of waste as it occurs on site.

Drinking water

Jarboom Ltd will organise and manage the provision of water and provide infrastructure and management on site.

Water testing will be completed on each outlet prior to being made available for drinking water provision.

Signage will be used to identify drinking water outlets on site.

Welfare

Organisers have engaged the services of an experienced welfare provider to manage the usual mix of issues associated with an audience of this profile and attending an event of this nature.

A dedicated welfare tent will be located next to the medical centre and will be open during the event opening times for walk ins and referrals from medical and security teams.

A log of users will be kept including reason for attendance and referral information.

Sexual Assault/Domestic Violence

While rare, it is the policy of the event to have procedures in place to ensure that any reports of sexual assault or violence are recorded and treated with due sensitivity.

The Welfare provider will operate a safe space within the welfare tent for any reported cases.

References

In planning to hold this event the event management team have used their knowledge and experience of similar events to ensure that they always comply with legal requirements and that, where possible and applicable, approved codes of practice and guidance are followed in presenting the event.

Certain legal requirements can be found in:

- Health & Safety at Work Act 1974
- Managing for Health and Safety HSG65
- RIDDOR 2013
- COSHH regulations 2002
- Lifting Operations and Lifting Equipment Regulations 1998
- Electricity at Work Regulations 1989
- Provision and Use of Work Equipment Regulations 1998
- Working at Height Regulations 2005
- Noise at Work Regulations 2005
- CDM 2015 Regulations

Other Guidance used:

- Muta code of public safety – safe use and operation of marquees and temporary structures
- The Purple Guide
- Temporary Demountable Structures (2007)
- The Good Practice Safety Guide
- HSE Publications: Managing Crowds Safely 1996
- Home Office Publications: Dealing with Disaster 1997
- ISAN Safety Guidance for Street Arts, Carnivals, Processions and Large-Scale Performances
- HSG48 Reducing Error and Influencing behavior
- Technical Standards for Places of Entertainment
- Model National Standard Conditions for Places of Entertainment and Associated Guidance
- Fairgrounds and amusement parks: guidance on safe practice HSG17

Fire Safety

A Fire Safety Management company will be appointed as our Fire Safety company. WTF26! festival will comply with the requirements of the Regulatory Reform (Fire Safety) Order 2005 and relevant statutory provisions and recognized codes of practice and guidance. WTF26! expects all employees and suppliers to cooperate fully in the achievement of this goal. See Event Fire Management Plan Appendix 4.

Traders who wish to use LPG appliances will be required to declare these in advance and provide evidence of proper maintenance and inspection such as gas safety inspection certificates (for all appliances).

Appropriate firefighting equipment will be made available throughout the site and fire extinguishers will be deployed at all “fire points” throughout the construction phase and open period.

- Compliance with Fire Safety Regulations
- Fire points with extinguishers throughout site
- Trader fire safety compliance required

Emergency, Major Incident & Cancellation

Principal decision making onsite will reside with the Emergency Liaison Team.

Normal non-critical incidents will be handled by the key members of personnel forming Event Control. It has been established that dynamic Event Control will allow for improved efficiency and rapidity in resolving incidents.

In all instances Production and Event Control will maintain an event log detailing incidents and responses deployed.

The site design incorporates emergency exits, escape routes and evacuation muster points. Site Plans featuring the location of all these will be distributed to all heads of departments and key service providers involved in the running of the event.

Major incident response plan in place

Evacuation protocols and emergency muster points