

SANDON FIELDS FESTIVAL

Saturday 9th & Sunday 10th June 2018

Poplars Farm, Sandon, Herts, SG9 0QG

EVENT MANAGEMENT PLAN

V2

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Introduction

This document is the backbone of our Event Management Plans and its purpose is to provide a general overview of all the considerations and detailed planning required staging the event.

As a standalone document it will contain all pre- event details and will reference other documents that may be found as appendices. It is intended that it is a 'working, live document' that will evolve with on going liaison between the event organisers, the local licensing authority (in this instance NHDC) and other responsible authorities.

The event organisers are an experienced team and 3rd party consultants are experts in their given fields.

The team are committed to responsible event management practices. Our work is conducted to the highest standard to increase our contribution to arts and culture whilst minimising any adverse effects to residents, public safety and the environment. We believe good communication with stakeholders, such as local authorities and community groups, is vital to the success of any event and hope collaborative documents like this aid such communication. We will be following the advice provided at the various SAG meetings and by following the **Purple Guide's** recommendations as closely as possible.

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1 Event Overview

1.1 Event Site Location & Overview

The event will take place at Poplars Farm, Roe Green, Sandon, Herts, SG9 0QG the event site is set over 22 acres of unused farm land, split over 4 main meadows / fields.

Main Public Entrance & Exit:

There will be a dedicated public / site entrance for vehicles and pedestrian foot traffic via the main entrance to Poplars Farm. This will be a track matted vehicle route leading to a car parks, with a separated (via pedestrian barrier) public walkway straight to the main event site **See 'Site Map' appendices: A - A1, A2 & A3**

Staff, trades & artists will also use this entrance but will have dedicated areas and car parks as marked out on the site map.

Emergency Services (Blue Route) Entrance & Exit:

The emergency blue route will be located off of the main 'Rushden road' In a field next door to Poplars farm (also marked on the site map) and also via the main gate.

Ground Event Location:

All areas of land listed below are privately owned and permission for the event to take place / rights of access have been granted.

See Site Maps for Hi Res Version:



1.2 Event Summary / Audience Profile

The 'Audience Profile' will be made up of a mixed crowd, previous site / event data suggests:

Males 25+ Years	30%
Females 25+ Years	25%
Under 18's (Children)	30%
Over 18's (to 25)	15%

The event programme consists of a wide range of art forms and activities including:

Live music

DJs

World food

The music on offer will be a broad range of styles across a multitude of genres, from 50's & 60's through to (now) modern day, pop, chart, light rock, electronic (inc sub genres) indie, blues, soul, jazz, acoustic & reggae.

There will be a family & children's fun area that includes funfair rides 'bounce zone' family face painting, storytelling and a mini ball park. This area will close promptly by 8:30pm (*in June this will be before sunset*)

The event will offer reduced priced (or free) tickets to the immediate residents of Roe Green and selected nearby residents of Sandon, via custom printed tickets and wristbands.

1.3 Site Design

The event will take place within the boundary of Poplars Farm. Parking is situated on a privately owned adjacent field. **See the 'Site Maps' in the 'A' list of appendices for a detailed plan of the event site.**

1.3.1 - Site Entry Points / Security Control Points / Ticket Holder Access / Local Access

The public site entry points will be via the main entry gate marked on the site map to zones 1,2,3 & 4 (also marked on the site map) the entry points will be staffed by marshals, stewards and SIA badged security who will direct attendees to the correct control / security points based on their event ticket (e. g day ticket, camping or family, kids zone, funfair. There will be multiple security, ticket, bag, wrist band check areas along the paths to the event fields, camping and other areas marked on the site map. Ticket holders will only be granted access to the zones their purchase allows and what corresponds to their wristband colour.

The control room / production office and staff welfare areas will be situated to the left (top view) of the main stage **and as marked on the site map**, these areas will house management resources and will provide a point of contact between the organisers, event staff and any responsible agencies. When closed or vacated, there will be radio contact with the production manager, safety / security head officers and a list of phone numbers for emergency use made available to all working on site.

1.3.2 - Fire Patrol Vehicle and other Emergency Vehicles

A direct emergency vehicle route will be created and kept clear to provide the best possible access to emergency vehicles in the event of an emergency; these are currently marked on the site map in **blue** with arrows. This entrance is shared with the production and artist gate and allows easy emergency clearance to all the event zones.

1.3.3 - Emergency Gates

Several Foot emergency exit gates/zones have been designated on the site map appendices for use in the event of a full evacuation (dependant on the nearest viable exits) in depth details are included in our site risk assessments and security policy.

The **vehicle** emergency gates are 3 meters wide (10 feet) in length this is to ensure access to the largest emergency service vehicle. **Public footfall** emergency gates are 2m wide

****PLEASE SEE SECTION 2 "EVENT SPECIFICS" FOR ALL IN-DEPTH SITE INFO****

1.4 Licensable Activities

The licensable activities are:

- The provision of regulated entertainment.
- The provision of entertainment facilities (live and recorded music)
- The supply of alcohol by retail, for consumption 'on site'
- The provision of late night refreshment

1.5 Licensable Areas (Zones)

Licensable activities on the 'Poplars Farm, Sandon Fields' site will only take place within ZONE 3 (marked on the site map) which will be contained and manned by SIA accredited security personnel at all times. We are using a multi stage checking in system via

- Ticket scanning
- Coloured tamperproof wristbands
- Clicker system for headcounts.

Please see appendices A, A1 & A2 for detailed site maps of the licensable zone and other areas

1.6 Dates and Times

Production Dates:

Build	6th - 9th June 2018
Live Event Days	9th - 10th June 2018
Breakdown	10th - 11th June 2018

Public Access:

Day ticket or weekend (non-camping) ticket holders are permitted on-site from 12noon on the Saturday 9th June 2018 until 2am and then again from, 12noon on Sunday 10th June 2018 until 18:00. There will only be a maximum of 2000 'day tickets' on sale per event day

Camping ticket holders are allowed on-site for the duration of the event: 12:00 on 09/07/2018 until 18:00 on the 10/07/2018.

Licensable Activities

The timings given below cover all the different activities happening on site.

The provision of regulated entertainment (to include live music, recorded music)

DATE	START	FINISH
09/06/18	12:00	01:30
10/06/18	12:00	18:30

The sale by retail of alcohol for consumption on the premises:

DATE	START	FINISH
09/06/18	12:00	01:00
10/06/18	12:00	18:00

The Provision Of Late Night Refreshment

DATE	START	FINISH
09/06/18	12:00	02:00
10/06/18	12:00	18:30

****The extension of 30 mins after all entertainment shut down to purchase hot food or drink is very beneficial for staggering those leaving the event and to provide a sobering period for those that might be under the influence of alcohol before leaving via pre booked transport or minibus services****

See Appendix H: 'Venue Timings and Capacities' for in-depth details of each stage / tent / marquee / big top.

It is not our intention to have continuous musical performances throughout the licensed period! Rather, the day will feature a mix of activities with louder and quieter periods.

See sec on 3.16 Noise for further informal on the noise limits during each period

Non-Operating Hours

During non-operating hours whilst the public are still on-site (e. g leaving the site after closure or in the camping areas) the provisions put in place to meet the various licensing objectives (and conditions) will be upheld regardless of the activities taking place on site, for example, security provisions and medical / first aid provisions will have a 24 hour / overnight staffed operational outpost / presence.

1.7 EVENT TEAM / See Appendix 'J' for contact telephone numbers for the event teams below**Event Directors:**

Richard Maskell / James Rogers

Health & Safety Officer:

John Heath

Event Control:

Dale Mabert – HSC Security

Head of Security:

Keith Barton HSC Security

Production Manager

Donna Mackay (assisted by Megan Collier)

Traffic Management Team Leaders:

Tony Fenton / Sam Davies

Noise Management Officer

Ryan Short - ROSCO

DPS:

Lawrie Alderman

Site Medical Team:

Sabre Medical Group - William Rae +3

Waste Management Team leader:

Natalie Linford

ROLES & RESPONSIBILITIES OF SAFETY TEAM

The responsibilities of the Event Controller/Deputy Event Controller are to:

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

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

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

The Event Safety Officer is to have sufficient status, competence & authority to take responsibility for safety at the venue & to be able to authorise & supervise safety measures. He/she is to report directly to the Production Manager & Event Controller

The responsibilities of the Head of Security are:

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

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

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

OBJECTIVES, RISK ASSESSMENTS, CODES OF PRACTICE

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

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

- Code of Practice for Safety at Outdoor Pop Concerts & other outdoor musical events
- Code of Practice for The Event Safety Guide (HSG195) and purple guide.
- Code of Practice for Fire Safety of Furnishings & Fittings in Places of Assembly, Department of Environment
- Regulatory Reform (**Fire Safety**) Order 2005
- A Framework for Major Emergency Management,
- CDM Regulations 2015
- Health, Safety & Welfare at Work regulations

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

Stage Managers:

Main Stage (Area 1) Ross Freeman & Joe Eastwick

The Bunker + Daddy Armshouse Arena (Area 2) Shane Wilson

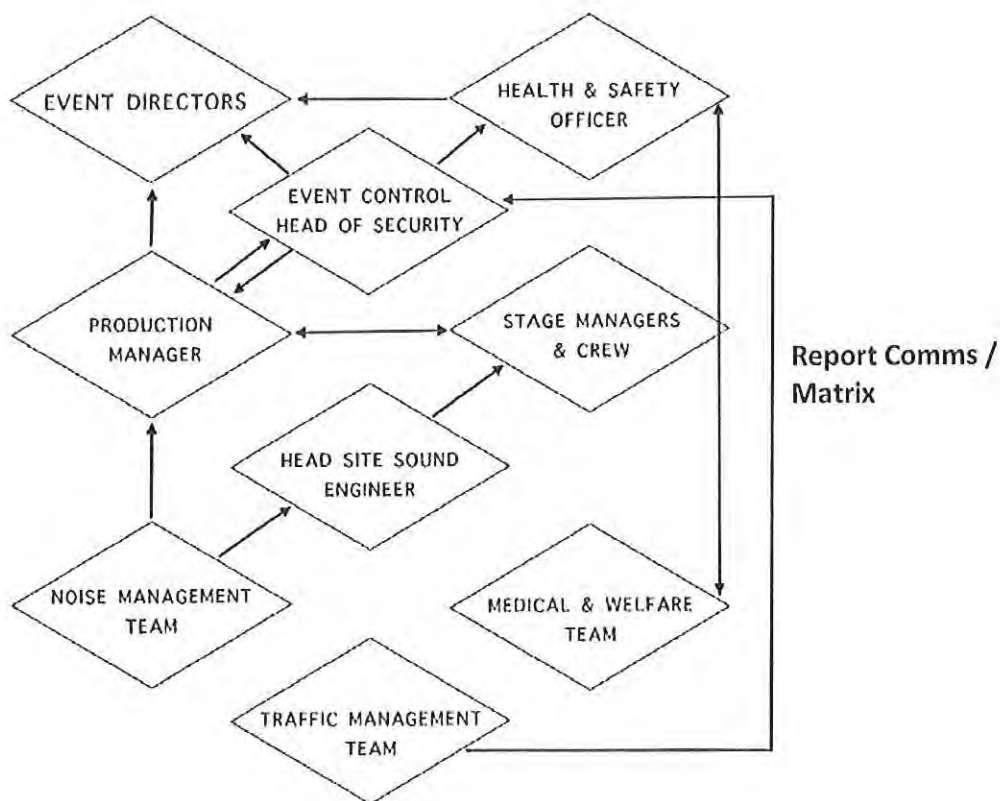
& Mick Rees **Big Sounds Stage + Garage Arena (Area 3)** Erroll

Mckie & Alex Smith

100% Anthems (Area 4) Jamie Short / Kyle Sherwood

Radios:

All key members of the event team listed above will be issued with a radio on both the main event channel and a specific, dedicated, sub channel relevant to the area of their jurisdiction - *See Appendix D, Security Policy.*



1.7.1 Contractors & Suppliers

Security & Crowd Management: HSC Security

Medical & First Aid: Sabre

Sound, Staging & Lighting: London Road Audio Services / Mosaic FX Productions

Bars: Sandon Fields

Food Vendors: (See Appendix: 'F' for full list)

Toilets: Elliot Hire

Noise Control: London Road Audio Services Ltd / Rosco

Water: On-site

Fencing, Matting, Tower Lights, Generators, Crowd Barriers etc: Charles Wilson Plant Hire

2 Event Specifics

2.1 Capacity and Audience Numbers

The capacities below have been established via the combination of meetings with the responsible authorities, information relating to the desired audience density, 2015 figures and the available site space. Further consideration concerning the available means of escape and evacuation times will be available in the event Fire Risk Assessment.

For this event, the desired audience density is quite low within the licensable areas. All event safety, sanitary and security provisions will be planned (and exceeded) to be suitable for this intended capacity.

2.1.1 Licensed Area Capacity and Venue Exiting Capacities

For this event the maximum capacity numbers have been set as below:

Category	Numbers
Public	2825
Performers & Staff	174
Total	2999

The total area of the event site is over 22 acres. **The licensed area (Zone 3)** is 2.5 acres. This will provide ample space for the expected attendance and achieve the desired audience density within the licensed event area. the other zones (camping, car parking etc)

2.1.2 Campsite Capacity & Procedures

We predict as Sandon Fields is a local family festival and that the event is held over just one night (1 and a half days total) that less than half of the expected audience will camp overnight. There are 2 camping zones marked on the event site map. These arrears provide ample space for this facility.

2.1.3 Car Park Capacity

An estimated maximum of 80% of attendees will travel to the event by their own vehicle with intention of parking and staying either overnight or leaving at event finish. The other arrivals will be via (drop off's, taxi's and minibuses) or locals via foot. Using an average car occupancy of 2.3 per vehicle we can expect some maximum of 1125 cars in the public car park.

Using an average of 185 cars per acre, 6.2 acres are required for attendee parking. The provided public parking area has more than enough capacity.

Staff, performers & caterers will require enough space for an extra 100 vehicles. We have space and provisions for over 200 vehicles.

The parking area marked on the sitemap is approx. 7 acres, which will provide enough space for the expected number of cars. There is plenty of overflow space available onsite for use if this area is unsuitable or full.

2.1.4 Venue Timings and Capacities

**All capacities are based on the Purple Book guidelines of 2 persons per m²
We've then scaled this back for a further safety margin of 1.5 persons per m²**

Main Stage Area: (See Zone 3 on site maps)

Capacity 2500-2750 (open air)

Stage Start - 12noon

Stage Finish - 10:45pm (Plus 15 min buffer / 11pm sharp)

100% Anthems Stage: (See Zone 3 on site maps)

Capacity 550-575 (Marquee) W12m x L21m x H4.6m

Stage Start - 1pm

Stage Finish – 12:30am

Big Sounds Stage: (See Zone 3 on site maps)

Capacity 625 - 650 (Marquee) W12m x L24m x H4.6m

Stage Start - 12noon

Stage Finish - 1am

Garage Stage: (see Zone 3 on site map)

Capacity 775-800 (Marquee) W12m x L30m x H4.6m

Stage Start - 12noon

Stage Finish - 1:30am

2.1.3 Venue Exiting Capacities

Evacuation time

The maximum escape time for open-air events can vary dependant on various factors, including the size of the venue, whether full or partial evacuation is employed, etc. This is normally between five and 10 minutes. These times depend largely on the level of fire risk present, with the figure of five minutes suggested for higher-risk events, and a longer period for lower fire-risk events. **In this instance, based on the event being open air we have worked off of full site evacuation in 8 minutes.**

The escape times for individual structures should be based on between 2 and 3 minutes dependant on risk.

Escape route capacities

The capacity of an escape route is determined by the rate at which people pass along the route during each minute of the defined escape time. The following are suggested **purple guide rates** of passage for open-air parts of venues:

- On all routes in other parts of the event or venue (including within standing accommodation) **82 people/metre/minute.**

The width and capacity of the escape routes required for the number of people present can be calculated by using the formula:

Total exit width = number of people / flow rate x escape time

(i.e. Total exit width equals number of people divided by the flow rate multiplied by the escape time)

ZONE 3 – THE EVENT (highest populated area with most attendees)

This zone is the only licensed area.

Gates: 1x main gate / 3m (10ft) & x3 emergency gates 2m (6.5ft)

Main gate: 246 persons per minute escape capacity.

x8 mins = 1968

Emergency Gate(s): (each) 164 / (x3) 492 persons per minute escape capacity

x8 mins = 3936

Total: 5904 persons can be reasonably evacuated from the main event site in 8 mins.

Max Zone 3 capacity possible: 2999 (including all staff and artists)

This demonstrates that the event site extensively exceeds recommended evacuation figures by 2905 assuming every person is in just this one zone (which clearly they won't be) There is also safe margin in the event (under emergency, eg fire) that one or more of these gates could be obstructed and the site still be evacuated per recommended guidelines.

****A detailed assessment for the capacity of each Zone /Area (venue) onsite can be found in the event Fire Risk Assessment and or the security policy, which considers the means of escape and evacuation from each area.****

2.2.4 Fencing and Barriers

Anti-climb heras fencing and crowd control barriers will be used to enclose the site erected in line with the site map, parts of this will be covered with **air transparent 'breathable'** scrim to aid the natural theme of the event and to act as screening between the event site and non-event space.

The scrim This will be patrolled by SIA accredited security. Walkways will be marked by stakes and rope and be lit using tower lights or rope lights powered by generators situated backstage.

All the above are marked on the site maps.

Suitable safety barriers will be used in front of stages and to cordon off non-public areas, such as around generators, trip hazards and to form queue lanes. Front of Stage barriers will be used in the main 2 zones / areas to ensure crowd safety.

2.3 Temporary Demountable Structures

Temporary demountable structures will be used to house the venues, bar and food traders as well as some production facilities. These will be signed off by our site Health and Safety Officer.

One of the greatest risks with temporary structures is that of high winds. Contractors will provide a wind management system for their structures, an anemometer will be fitted on the highest point of the main stage and wind speeds will be monitored throughout the event by the staging contractor. Mitigation measures will be applied at the appropriate wind speed. A structural engineer will inspect & certify the relevant temporary structures before the event and certification will be available for inspection.

2.3.1 Erection & Maintenance of Structures

The responsibility for all temporary structures for the safe erection will be erected & dismantled in accordance with the Code of Practice and the ISE Guide to Temporary Structures. All temporary structures will be erected by competent contractors on accordance with submitted calculations, plans & specification, and in accordance with their method statements and risk assessments.

2.3.2 Structural Safety & Wind Management

Structural calculations relating to imposed loads from production infrastructure and wind loading will be obtained from contractors in advance of the event and a note made of the wind speeds at which action must be taken.

Companies erecting temporary structures will provide a wind management plan which should clearly state the Level 1 wind speed - at which speed the structure & the wind speeds require monitoring - the Level 2 wind speed at which speed mitigation measures are taken & what those measures are & Level 3 at which speed the structure should be closed and evacuation of the area initiated.

The main event site is naturally shielded from wind due to it being enclosed from all sides with thick hedgerow and a woodland area. The production staff will have access to portable Anemometers in the control centre.

Our health and safety officer will monitor wind speeds throughout the event and ensure that any required action is taken should the prevailing, or forecasted conditions require. Please refer to our risk assessments for more details.

2.3.3 Fire Safety of Materials

Marquee and lining fabrics will comply with fire safety standards BS5438 (For new tents) and/or BS3120 (For old tents). Flame retardancy certificates will be from contractors in advance of the event and be filed in this document.

2.4 Power Supply & Electrical Equipment

2.4.1 Generators

Generators will be installed and managed by an experienced electrical contractor. Generators will run on diesel or from renewable sources such as solar. No petrol generators will be used.

No other generators will be allowed onsite. Generators will be inaccessible to attendees. If diesel generators are used tanks will be double bundled and a Diesel Spills Kit will be available always from the production office.

2.4.2 Electrical Installations & Appliances

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

Emergency lighting & Illuminated (maintained) exit signage in the structures is to be provided.

Electrical installations will be managed and signed off by experienced electrical contractors with the relevant qualifications and will comply with all statutory provisions and will be of adequate capacity, reliability and durability in accordance with the requirements set out in the Electricity at Work Regulations (1989) Cont>>>

Most appliances brought on site are hired from reputable companies, from whom we can obtain PAT test certification.

Any other appliances brought onto site will be PAT tested before by onsite electricians before their use is permitted. We will have a qualified PAT testing accredited person on site, to re-test any equipment with outdated certification.

All electrical equipment exposed to weather will be suitably waterproofed and fitted with circuit breakers. Cables will be flown or buried where necessary and cable ramps used.

2.4.3 Site Lighting

Site lighting will be positioned in suitable areas around the event site.

Two sets of lighting will be maintained, one for general use and another for emergency use in the instance that the generator, electrical systems or general use lighting fail or must be switched off.

Most site lighting will only be used in an emergency, however, the areas listed below will be lit always after sundown:

- Toilets and showers,
- Production area,
- Emergency Exits and Security positions.
- Car Park
- Main Entrances

2.5 Fire Safety

A fire safety risk assessment, undertaken to determine the likelihood and potential effects of a fire at the event and provide measures to reduce both, will be completed and sent to the Local Authority and Local Fire Authority before the event begins.

2.5.1 Fire Fighting Equipment

All concessions attending must carry

- One 2Kg dry powder extinguisher
- One fire blanket as part of their setup.

Any deep fat frying units will require one additional wet chemical extinguisher.

We will provide and maintain a schedule of fire fighting equipment, distributed around the event site, for use by staff in the early stages of tackling a fire.

All the stages and the 2x bars will have relevant extinguishers to hand

All event staff will be trained onsite on how to use a fire-Extinguisher, all firefighting equipment will be kept out of public access

2.5.2 Fire Safety Checks

2 checks will be conducted at 11am and 11pm (peak time) on the event days including:

- All exits, and gateways are unlocked and clear
- All exits are clearly signposted and illuminated
- All exits lead to a place of safety, and that the place of safety is clear

2.5.3 Raising the Alarm

Upon spotting a fire, or being alerted by an attendee, any member of staff or security can communicate this to the production office via radio. The production office can then dispatch fully briefed security response teams to deal with the incident, telephone the fire brigade and begin a partial or full evacuation if required.

2.5.4 Preventative Measures

- Cigarette Buckets / Bins will be provided.
- No Smoking area will be enforced
- All Grass will be cut short prior to public access.

2.5.5 Fireworks & Sparklers

Attendees will not be allowed to bring fireworks or sparklers onsite. Any found during security searches will be disposed of.

2.5.6 Emergency Services Rendezvous Point

The emergency services rendezvous point is at the vehicle entrance to the event site, as marked on the site map (Blue Gate).

2.6 Provisions for Disabled People

Disabled access toilets will be provided. Routes through the event site will be made suitable for wheelchair users and those that have difficulty walking. Adequate signage will be used to assist those with impaired hearing and vision. Priority parking spaces will be made available to improve access to the event for disabled attendees. We offer free tickets to disabled people for their carers if required.

2.7 Crowd Management

See Appendix G - Crowd Management

2.8 Alcohol & Bars

The bars on site will be managed in accordance with The Licensing Act 2003 and all mandatory licensing conditions will be met.

All bars will serve drinks via plastic containers only, **no glass will be on-site.**

2.8.1 Designated Premises Supervisor

Our Designated Premises Supervisor will be Lawrie Alderman.
Licence number LICPL/04520/15 Personal licence issued by
NHDC

2.8.2 Bar Operating Times

Date		Start	Finish
09th	June	12 noon	01:00
10th	June	12 noon	16:00

2.8.3 Challenge 25

We will operate a 'Challenge 25' policy at the entrance to the event. Any persons without valid identification will be refused an adult wristband. A further challenge will be made at the point of sale if there is any doubt about the attendees age.

2.9 Communications

2.9.1 Event Website & Social Media

The event website and social media channels will provide attendees with information relating to transport, terms and conditions of entry and general safety advice prior to and during the event.

2.9.2 Radios

All key staff will be issued with a radio.

All event staff will be provided with a contact sheet prior to the event that will state which teams are using which frequencies and a list of key mobile phone numbers for use in case of radio failure.

2.9.3 PA Systems

Information and emergency directions can be broadcast to the public using the PA systems available in each venue. This includes the main stage sound system

2.9.4 Loud Hailers

The security team will provide loud hailers for use during any partial or full evacuation, **Members of the public won't be allowed to enter the event with Loud Hailers**

2.9.5 Signage

All emergency exits will be clearly denoted using the standard form of white lettering on a green background, and suitably illuminated and displayed at height.

Other points of interest will be clearly signposted such as the main entrance, first aid, water taps and control point, as well as delivering safety advice.

2.10 Medical First Aid & Welfare

The provision of first aid during the event will be planned and managed by a suitable specialist contractor, who is now confirmed as 'Sabre Medical Group'

The onsite medical team will be the first responders in any medical emergencies and will be responsible for telephoning for assistance from the local ambulance service if required. They will have direct radio contact to the production office and security team to request assistance in meeting the emergency vehicle and ensuring the ambulance can easily access the incident.

SEE APPENDIX F FOR FULL MEDICAL PROVISIONS PLAN

2.10.1 Medical Equipment & Staff Provisions

Sat 09th & 10th June 2018

Opening to closing hours: 2 x Paramedics and 3 x First Aid Medics

2.10.2 Nearest Hospitals

Nearest A&E Department (17 mins by road. 24 Hrs.)

Lister Hospital
Coreys Mill Ln,
Stevenage
SG1 4AB



2.11 Refuse & Recycling

No glass will be allowed into the event. Additional measures will be taken to reduce the amount and types of materials coming onto the event site.

Concessions will be required to use compostable serving plates and cutlery which can be provided by the Sandon Fields team.

2.11.1 Attendee Waste

Bins will be provided across the event site for use by attendees.

Locked Amnesty Bins will also be located next to the entry search points for the disposal of confiscated contrabands.

The refuse team will ensure bins across the event site are regularly emptied and the event site is kept clean of any discarded materials. The team will be required to wear appropriate PPE at all times.

Attendees will not be allowed to leave the event with any cups or plastic bottles, helping to reduce any litter dropped outside the event site.

At the end of the event a full litter sweep will be conducted across the sections of the estate that have been used and immediate surrounding areas.

2.11.2 Concession and Production Waste

Larger industrial bins and liquid containers will be provided for the safe disposal of food waste and production waste such as grey water.

2.11.3 Waste Transfer Licence

A copy of the waste disposal contractors Waste Transfer Licence will be made available to local authorities upon request.

Anti-climb Heras fencing will be erected 3 days pre-event, mainly as a security measure, but also to keep out larger animals such as deer.

2.13.3 Notice to customers of Environmental risk

Laminated posters will be erected pre-show to warn of the risks of any known environmental risks, such as ticks, and how to deal with any contact or reactions.

Medical Preparation

Our site Medical, Security, Campsite teams and Welfare teams will be equipped, briefed and be prepared to recognise and deal with any adverse effects that may be transmitted from the natural environment such as tick bites, general insect bites and allergies.

Operational Preparation / Water Hazards on Site

There is a small shallow lagoon on site (See site map) This will be completely fenced off and will also be monitored via CCTV, the main security tent and staff welfare tent will be close to this hazard also (Cont>>>)

Security will be briefed to be vigilant and made aware of these provisions at these areas. All fencing will be inspected as part of the fire walk around and any weak spots will be reclippped. Trees will be visually inspected and managed prior the show, any dangerous branches will be removed.

Waste Management

Please See Appendix K - Waste Management Plan

Liquids on Site:

All Traders and Bars will have a grey water facility for disposal of all liquid waste created by their operations. All traders and bar staff will be fully briefed on proper disposal of liquid waste and the consequences of disregarding the briefing.

Any trader or bar staff seen to be discarding of liquid waste anywhere other than in its proper place will be subject to a severe verbal warning and the trader will receive a red card and will not be allowed to resume trade until proper systems have been introduced to deal with liquid waste appropriately.

Consistent breach of rules will lead to bar staff being relieved of duty and traders escorted off site.

Human liquid waste will be dealt with in a similar manner so as not to pollute water courses and ecosystems.

Adequate toilets will be provided in high risk areas such as at the bars and between venues.

Urinals will also be provided to encourage proper disposal of human liquid waste and to alleviate toilet queues at peak times and avoid customers taking alternative options.

Much of the covered space will be out of bounds, which again will discourage customers from avoiding the proper provisions put in place. All temporary toilets, diesel containers and tanks will be inspected on arrival to ensure that there are is no possibility of leakage.

Chemicals will be stored responsibly in a locked steel container and spill kits will be available from the production office always.

Emissions

Electric appliances will be kept to a minimum and backstage signage will be erected to remind staff and crew to use as little energy as possible.

Lights will be turned off in all daylight hours, unless required for artistic purposes. LED lights will be used where practical.

No power is available for public use.

All generators are eco/super silent, emissions will be logged post show and a strategy will be put in place to reduce the event's carbon footprint for the future.

2.14 Inclement Weather

The production manager will monitor weather predictions and prevailing conditions in the build week and during the live event.

2.14.1 Wind

Safe working wind loads for each Temporary Demountable Structure will be provided by the supplying contractors to the production manager.

If at any point the safe wind speed is likely to be exceeded the production manager will ensure appropriate action is taken. This could include evacuating and dismantling the structure if necessary.

2.14.2 Flooding & Wet Weather

Shelter for all attendees is available in various places across the site. The event is taking place on high ground, so the risk of large scale flooding is minimal. In the event of localised flooding areas will be closed off. Signage will be available to warn of flooding and muddy areas.

Main ingress and egress routes, and key areas such as near to the toilets will be monitored and if necessarily made safe using straw, woodchip or temporary pathway and trackway.

2.14.3 Extreme Heat & Cold

In the case of extreme heat (**above 27⁰C**) staff will be briefed to verbally remind attendees of the need to keep hydrated, remain clothed and wear sunscreen.

Sunscreen will be available in the first aid tent and welfare tent for anyone without their own.

In extreme cold (below 10⁰C) staff will be briefed to verbally remind attendees of the need to keep warm. Blankets will be available in the first aid tent for anyone who does not have enough clothing.

2.15 Concessions

There will be many concession facilities on the event site serving hot and cold food and drink to attendees and staff. No concessions will be permitted to sell alcohol.

Copies of food safety & hygiene certificates, gas safety certificates, public liability insurance and risk assessments will be retained by the event organisers and made available to local authorities.

We will be operating our own 'Green Card' scheme, whereby concessions will be required to adhere to our set of rules and be subject to inspections by the production or safety team before they are given a 'Green Card' to trade on site.

2.16 Traffic & Transport

2.16.1 Vehicle Access

There is one main access point to the event site for vehicles, located on the site map.

We will be directing all traffic to arrive at the access point above via the Key Traffic Control Point.

The turning at Blue Gate into the event site will be wide and suitable for larger Emergency Vehicles. An internal track from the entrance leads into the car parking field and is over 200m long which can be used as a stacking room, to keep traffic off the road.

It is not anticipated that there will be any issues regarding traffic queuing.

2.16.2 Car Parking

The required space for car parking, to accommodate for both attendees and staff is 7 acres.

There is space at the event site to accommodate this.

Parking will be managed by stewards to ensure available space is used adequately and that attendees only park in permitted locations.

2.16.3 Speed of Vehicles

A 5mph speed limit will be in action on site always during the event and our presence on site to prevent any accidents and/or collisions including cars and pedestrians attending the event. This will be signposted around the site and access routes.

2.16.4 Traffic Signage

The event will be signposted in the local area (exact positioning to TBC) via short leg temporary road signage.

2.16.5 Public Transport

We will encourage attendees to travel to the event by public transport if possible.

A shuttle bus service will be running from Ashwell & Morden & Baldock train stations to the site.

The pickup points will be published nearer the time and will correspond with train times and planned engineering works.

It is planned at present that the bus will run every hour or every half hour depending on our expected arrival times. On the egress the busses will wait until full or until the schedule allows.

More detailed information is available in the Traffic Management Plan regarding all transport provisions. Appendix C.

Several local taxi providers will be at the event to ensure they are aware of the event timings and location. Their telephone numbers will be published in the festival programme and on posters at the box office. Box office staff will have a telephone and be briefed on how to support customers in booking taxis to leave the event site.

2.17 Noise

We have hired a professional (Associate member of the 'Institute of Acoustics') 3rd party noise management company to provide background noise surveys, compile a Noise Management Plan and be our noise management officers for the event duration.

See Appendix B for detailed Noise Management Plan

2.18 Build and Break Procedures

The physical build and break of the site will be carried out by Sandon Fields own dedicated crew plus some specialist 3rd party contractors for services such as technical, production, provision of power, marquees and provision of toilets.

Before the event, all contractors will be thoroughly vetted, and their documentation assessed and kept on file in this document.

Sandon Fields's safety officer will be checking the following (if applicable) Risk Assessments, Method Statements, all relevant qualifications, documentation connected with specialist equipment (MUTA Marque, general equipment maintenance documentation MSDS sheets, PAT tests, Gas Safety Certificates, Ladder Tags) insurance & Fire Extinguishers

All site crew working directly for us will be again fully vetted by the Production Manager and Site Safety Officer and all relevant qualifications will be examined and collated.

At the start of each day, the crew will be fully briefed, there will be no lone working activities, and all will be in radio communication for the duration of the working day. PPE will be examined and reissued if incorrect.

All personnel will be subjected to a thorough Site Induction on arrival until the first public access day. Personnel will then be required to sign an acknowledgement sheet which will be kept on file, the contents of which will make up an appendix in this document.

3 Emergency Procedures

The production manager and Security control room has overall responsibility for managing emergency situations.

If the production manager is unavailable and cannot be called, then the head of security will assume their decision-making responsibilities.

3.1 Event Site Status

At all times the event will be given one of the three following status levels. The production manager, will be responsible for monitoring radio communications and escalating or deescalating the event site status.

Green: Normal Operation

The event site is operating under normal circumstances

Green status incidents might require the assistance of onsite teams such as security, medical, power or marquees

The chain of command remains normal, with the Production manager acting to co-ordinate the resolution of routine incidents.

Amber: Emergency Response

The event site is operating to resolve an actual or potential emergency. This might involve a bomb threat, fire, medical emergency, and adverse weather conditions.

Amber status incidents might require the emergency services to attend in addition to the assistance of onsite teams. The production manager will make the decision to seek their advice and/or assistance.

The chain of command remains normal; the production manager will be responsible for co-ordinating onsite resources and requesting the assistance of the emergency services. The production manager, or head of security will be responsible for making the decision to conduct a partial or full evacuation as part of the emergency response. If the situation can be resolved the site status can be changed back to green, however the situation may require the curtailment of the event. The decision to curtail the event is to be taken by the Event Organisers.

Red: Major Incident

The event site is operating to resolve a major incident.

Red status incidents are those that; involve the treatment and rescue of many severe casualties, require a joint response from two or more of the emergency services, or require the support of the local authority and emergency services to cater for the threat of death, serious injury or homelessness of many people.

The chain of command changes. A transfer of authority form will be used to hand control of the event and available resources to the Senior Police or Fire Officer. The production manager will be responsible for supporting the controlling officer's decisions by; coordinating onsite staff and resources, providing information, recording incident details and assisting in an evacuation as necessary.

If the situation can be resolved and the event can continue, control of the event will be transferred back to the production manager. If the situation requires the curtailment of the event, the decision is to be taken by the Event Organisers with the guidance of the controlling officer and the production manager.

3.2 Emergency Radio Codes

Will be documented in Appendix D: Security Policy

3.3 Emergency Vehicle Rendezvous Point

The designated rendezvous point for emergency vehicles is Blue Zone (Gate) A map of its location will be made available to local authorities before the event commencement.

3.4 Temporary Show stop

An incident may require the show (music or entertainment) to temporarily be stopped to assist with the response. *A temporary show stop is not an order to evacuate.*

A show stop can be ordered by the Production manager, Head of Security or Event Organiser at any time. The performers will be asked to leave the stage by the stage manager, and all sound will be cut except for one microphone for use by the stage manager who will make the following announcement:

“Ladies and Gentlemen. Owing to an incident (provide brief details) it has become necessary to temporarily stop the performance. We will restart the show as soon as possible, please remain where you are.”

Further details will be documented in Appendix D: Security Policy

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“Ladies and Gentlemen. Owing to an incident (provide brief details) it has become necessary to temporarily stop the performance. We will restart the show as soon as possible, please remain where you are.”

Further details about whether the show will restart should be given as soon as possible.

3.5 Evacuation

Under an Amber site status, the production manager, or head of security in their absence, will be responsible for making the decision to conduct a partial or full evacuation of the site.

The purpose of a full or partial evacuation is to move people away from actual or potential dangers to a place of safety. A full or partial evacuation will be co-ordinated by the Head of Security following the procedures set out in the Crowd Management Plan. The Production manager will assist by co-ordinating other event staff and resources as needed.

If required, the following statement will be read out by the production manager over the relevant PA systems.

“Ladies and Gentlemen. Owing to an incident it has become necessary to evacuate this area (specify which area if needed). Please leave via the exits (specify which exits if needed) and proceed to the (campsite/car park) where further information will be given.”

3.6 Cancellation & Curtailment

The event organisers will make the final decision to cancel or curtail the event, after consultation with onsite teams, emergency services and local authorities.

Cancellation (Event not yet commenced)

Following a decision to cancel the event the following will happen; the police and local authority will be informed of the decision, a written statement will be circulated via emails, event website, social media channels and the press, notices will be erected around the site, security will secure the site until after the due commencement time.

Investigate the event egress procedure and secure the site against re-entry. The police and local authority will be informed of the decision and a written statement will be circulated via emails, event website, social media channels and the press.

Curtailment will usually follow an emergency incident as outlined in the event status section above. Following a decision to curtail the event, the Head of Security will instigate the event egress procedure and secure the site against re-entry.

The police and local authority will be informed of the decision and a written statement will be circulated via emails, event website, social media channels and the press

3.7 Bomb Threats

A bomb threat is usually in the form of verbal or written threat to detonate an explosive or incendiary device. The device may or may not actually exist. If it does not exist, then the motivations of the threat are more likely to be to induce a state of panic and confusion and to interrupt business operations.

After any bomb threat is received a thorough inspection should be undertaken to establish the true motivations of the threat and establish whether an evacuation is necessary. The police should be informed of all bomb threats by the head of security. The head of security and production manager should jointly co-ordinate the search, briefing staff to question the items found around them;

- Should the item be there?
- Can it be accounted for?
- Is it out of place?

If any suspicious items are identified, then the head of security should initiate a cordon until the police arrive. Cordon distances should be as follows. Letter sized item; 100 meters. Suitcase sized item; 200 meters. Vehicle sized item; 400 meters.

The Licensing Objectives

Statement of Intentions

As organisers we intend to build on our success with other events, maximizing the positive benefits we offer to arts, culture and communities whilst minimising any disruption or disturbance.

To satisfy the four main licensing objectives we intend:

- To provide a safe, enjoyable, and successful event of leading standards.
- To provide a high standard of planning, organisation, and management.
- To listen and respond to the needs of residents and communities.
- To work in partnership with NHDC District Council, Police, Fire, and Ambulance services, and to involve the authorities in agreeing priorities and setting standards.

3.8 Prevention of Public Nuisance

We do not consider any areas to be particularly vulnerable to public nuisance surrounding the event, as the site is situated on private land with between 200 and 500 meters of fields and both natural and fences off barriers away from resident's properties. The event site is being monitored (both via CCTV and visually) and there will always be SIA badged security and marshals in high vis jackets patrolling on foot in and around the event site.

3.8.1 Event Sound

The event will meet the guidelines of the Noise Council Code of Practice on Environmental Noise Control at Concerts (1995). An event Noise Assessment & Noise Management Plan will be produced (V1, by Monday 5th March) to ensure compliance with the guidance of the code.

3.8.2 Crowd Noise

Crowd noise is not expected to be a problem during the event as the nearest residential premises are more than 200m away, the car park, minibus and taxi rank areas (to enter and leave the site) are all staggered towards the centre of the event site and as far away from the nearest neighbours as possible. The main campsite is surrounded by natural barriers (12ft high hedges on all sides) and we will also be adding sound barrier matting to the heras fences containing the main campsite to further reduce vocals travelling. Posters will be displayed at the main exit asking attendees to leave quietly; stewards will amplify this message verbally.

3.8.3 Publicity

In the past we have found that publicity is the best combat we have against public nuisance. Individual letters have been sent to all immediate residents we feel might be affected by the event, detailing the event timings and providing contact telephone numbers and email address for the event directors that can be used to discuss concerns. We are also offering reduced priced tickets to residents of 'Roe 'Green (the closest set of residents to the event site) We have also organised a public meeting on Monday 5th March 2018 (whilst still well within the 28 consultancy period of the premises license application) for all local residents to attend and voice their support and discuss their concerns / issues with the event management team and other 3rd party contractors. This meeting has been well advertised by social media, to the local village newsletter, to the parish council and via notice boards around the village.

We have run a pilot event already on the site (Sep 16th, 2017) which was very well received and attended by a significant portion of the local village residents.

3.8.4 Lights

All effects lighting will be contained by the marquees and surrounding trees. Security and site lighting will be positioned to prevent any light spillage into residential windows.

3.9 Prevention of Crime and Disorder

3.9.1 Drugs

We operate a strict zero tolerance policy on drug use and possession. All guests to the event will be searched upon entry, any drugs found will be confiscated, the offending patron detained and the police informed. Locked amnesty bins will be provided at the entrance to the main arena to encourage any attendees carrying drugs to hand them in. Welfare councillors will be onsite to offer information on the dangers of drugs and support to any drugs users.

The festivals strict zero tolerance policy on drugs is advertised on the festivals website in the FAQ and Terms and Conditions sections.

3.9.2 Violence

Violence of any sort is not expected from our guest profile and is very much frowned upon in the ethos of the event. However, measures will be in place to prevent and/or deal with any incidents effectively. All guests will be searched on entry, any weapons found will be confiscated and the police called. Violent persons will not be admitted to the site. A licensed security team will be available for easy deployment to any incident on or off site.

3.9.3 Egress Dispersion

The security team will carry out post event crowd dispersion. A dispersion plan will be available as part of the Crowd Management Plan.

3.10 Protection of Children from Harm

3.10.1 Alcohol

All attendees will be searched upon entry and asked for identification. Any contraband material will be confiscated. Contraband material includes alcohol if the person carrying it cannot prove they are over the age of 18.

It is a mandatory condition of entry that Under 18s wear a brightly coloured 'Under 18's' wristband with the telephone number of their elected guardian written on it to enable easy identification of children onsite.

Attendees will be asked for identification if attempting to buy alcohol from the bars on-site using the challenge 25 procedure.

Any under 18's who appear to be or are found to be intoxicated will be taken to the first aid point where they will be supervised, and their parents or guardians contacted. If no contacts can be found, then they will be passed on to the police for further care.

3.10.2 Explicit Material

Any venue featuring entertainment or material that may be considered explicit or adult will have age restricted entry and will be inside opaque tented venues to prevent access or viewing by children.

3.10.3 Age Restrictions for Entry

Sandon Fields is a family / community event and therefore open to anyone of any age. Children aged 16 and under must be accompanied by an adult aged 21+ years always during the festival. Parents will not be allowed to drop children off and leave them for the day, they must be paying guests at the event and remain with their children always.

Those aged 17 and over may attend of their own accord but must wear an Under 18's wristband with the contact details of their parents or guardians. Children aged 16 and under can attend for free.

3.10.4 Protection from Aural Harm

Hearing defenders will be available for parents to borrow for a small refundable deposit from the Welfare tent onsite. Parents and guardians will be informed of this facility in advance of the event.

3.11 Public Safety

The event management plans have been developed in accordance with the guidance given by the Event Safety Guide and are continually being developed as part of the consultation between with local authorities. All activities and installations necessary for the running of the event are fully risk assessed by the event organisers or the supplying contractors, and will meet any relevant regulations, standards and guidance.

SANDON FIELDS CROWD MANAGEMENT PLAN

LOCATION: Poplars Farm, SG9 0QG Company: London Road Audio Services Ltd

Date prepared: 21/02/2018

CROWD MANAGEMENT & CONTROL

1.1 Crowd Management & Control

All Areas will be monitored by means of CCTV and by security & supervisory personnel. Should an area become uncomfortable, security, directed by Event Control, will divert patrons to a different area.

1.2 Provision & Training of Security

The number of security personnel & stewards provided will be decided in consultation with the Police. A detailed risk assessment will be conducted to determine the security requirements.

- Consideration will be given to the recommendations of the Code of Practices for Safety at Outdoor Pop Concerts & other outdoor musical events
- Security staff will have undertaken event specific training and the company will be licensed by the Private Security Authority for event purposes

1.3 Duties of security

Detailed duties of security personnel for specific areas are given in the Security Plan. All security shall be under the direct control of supervisor who will report to the HSC Head of Security.

SIA Licensed security will be used in any positions where searching, refusal of entry, patrolling or intervention may be required and at the sites of all licensable activities. A detailed 'crowd management overview' will be produced following a risk assessment by our health and safety officer, Event Controller and Head of security. These assessments will be contained within our 'security policy', planning exact security team numbers and position **Stewards / Marshalls**

It is a condition of entry (found on the official website and tickets) that each attendee is subject to a security search upon entry to the event site. Any contraband material found during searches will be confiscated and appropriate action will be taken by the security team. Contraband material includes: drugs, weapons, glass bottles, fireworks, sparklers, all alcohol, large sound systems, large gas canisters. There will be a locked amnesty bin on entry for voluntary disposal. There is a zero-tolerance policy to all these items. A full list of banned substances and materials will be listed on the official event website and on signs leading up to main entrance of the event site.

SANDON FIELDS CROWD MANAGEMENT PLAN

LOCATION: Poplars Farm, SG9 OQG Company: London Road Audio Services Ltd

Date prepared: 21/02/2018

1.4 Duties of Stewards

Stewards and Marshalls will be used to assist with general information and monitoring of activity around the event site. This team will not replace or replicate the provisions of the SIA Licensed security team; their purpose is to provide information to event goers and a large network of eyes and ears around the event site. Stewards and Marshalls will be trained and briefed before the event commencement and will report into the heads of security, the production managers or the Traffic Management team leaders

1.5 Fire Stewards

Stewards with specific training in fire prevention & fighting will be allocated to each area as part of the normal security allocation.

1.6 VIPS

A short list of low profile VIP's will be invited. We do not anticipate having to make and special security arrangements for them, but private refuge will be available backstage if required in the hospitality area (the barn) which is tucked away from the main event site.

1.7 Identification & Registration of Security and Stewards

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

All security personnel will sign in at the start & end of the shift and have his/her photograph taken wearing the appropriate jacket/tabard. These photos will be available to the relevant authorities

1.8 Briefing

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

This briefing may be attended by the Police and representatives from the local council & other emergency services

- Additional briefing will be held where necessary
- Areas to cover in briefing: Details of the event, risk assessment, audience profiles, emergency procedures, duties of personnel in specific areas, exiting arrangements, general information, lost children & property
- Supervisors will 'cascade' brief their staff

SANDON FIELDS CROWD MANAGEMENT PLAN

LOCATION: Poplars Farm, SG9 0QG Company: London Road Audio Services Ltd

Date prepared: 21/02/2018

1.9 Incident Reporting

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

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

1.10 Audience number Control

Tickets will be majority sold by pre-sale (online) with a small amount of tickets will be made available on the door for walk up attendees.

We have a ticket scanning system, which will be in operation along with entrance and exit click counters, to give an accurate measure of numbers inside the event at any given time. In addition, we will be issuing colour coded wrist bands, Under 18's, Over 18's, artists & VIP's.

Police

We will ensure we liaise with all relevant police parties closely in the further planning of the event to ensure they are aware and in agreement with the Event Management Plans. Police presence at the event is always welcomed.

1.11 Accreditation

All attendees, staff and performers will be issued with a wristband upon entry for identification purposes. Production passes will be via lanyard (which must be worn and on show at all time) and will be signed out at the beginning of the event. Adult wristbands will only be given to those aged 18 and over to help prevent underage drinking. Brightly coloured 'Under 18' wristbands will be issued to any attendees under the age of 18, which will have the phone number of their elected guardian written on it.

SANDON FIELDS CROWD MANAGEMENT PLAN

LOCATION: Poplars Farm, SG9 0QG Company: London Road Audio Services Ltd

Date prepared: 21/02/2018

1.12 Entrancing

Entrancing will be a major consideration at this event. Every patron will have his/her ticket checked, be subjected to a 'pat down' and bag search and be assessed for general fitness to enter event.

No alcohol, glass or items that could be used as weapons will be allowed in.

Patrons who are deemed 'worse for wear' will not be allowed access.

In order to ensure that any such influx of young people does not become a nuisance to the residents and business of Sandon, Security and stewards will several patrols with security that will be positioned to assist if necessary.. A help line number will be set up in order to allow businesses and residents to call for assistance in the remote event assistance is required.

1.13 Missing Persons or Property

Any lost property may be handed in to any of the production team, bars, security or event staff, this will be dealt with by the welfare team, as can any reports of lost property. Property can be reclaimed at the event by direct description or afterwards via collection or post. Contact details for property reclaim will be clearly shown on the event website.

Missing persons can also report to the welfare team, as can reports of missing persons. The Production Manager will then be informed. If the lost person is deemed to be in any way vulnerable, then only persons with a valid DBS check will be allowed to handle the issue. In most cases this would be any of the Welfare team, SIA team, First Aid team, or the event organisers.

Full in-depth details can be found in our security policy.

1.14 Body Cams

Security outside the perimeter and on patrol will wear body cams – all footage will be available by request in writing to the event organiser.



SANDON – FIELDS 2018

C/o Richard Maskell,
London Rd Studios, Unit 13, Baldock Industrial Estate, London Rd, Baldock SG7 6NG

To be held at Poplars Farm, Sandon.
Open Field: SG9 0QG

Saturday 9th June 2018
Sunday 10th June 2018

Sound Management Plan 2018

Including:
Summary of Background Noise Survey

Consultant and author:
Ross Sharples AMIOA AMISCE
Rossco Ltd
27th February 2018



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Introduction

Richard Maskell has commissioned myself Ross Sharples to act as the Sound Management Consultant (SMC) for the proposed event on Saturday and Sunday 9th and 10th June 2018 which is to take place in the field at Poplars Farm, Sandon, SG9 0QG.

The purpose of my involvement is three fold:

1. To prepare a Noise Management Plan for the event which includes conducting a long term background noise survey at the site over an equivalent period of days.
2. To monitor and control noise emissions during the event in accordance with the NMP.
3. To prepare a brief post event report detailing the outcome of the event in terms of noise levels and any other relevant information that will assist in the planning of future events on that site.

Scope

This report will:

1. Assess the likely sound levels that the audience will experience on the festival site at the point at which the level can no longer be increased owing to the likely onset of complaints from residents at local noise sensitive locations.
2. Recommend how these predicted noise levels can be adhered to during the event

This criteria for this assessment will take into account acceptable noise limits as outlined in the Code of Practice On Environmental Noise Control At Concerts 1995, BS 8233 that specifies what constitutes acceptable ambient noise levels in bedrooms and living spaces, and the added noise nuisance that can be attributed to tonal and rhythmic sounds as detailed in BS 4142 2014, even though this standard is not strictly applied to live music events.

Conclusion

I have studied the background noise data, inspected the site plus it's local environment and considered the noise sources.

With regard to Music Noise I conclude that it will be possible to conduct the proposed event. This means delivering a sound level that is acceptable to the guests without significant disturbance to local residents during the day, and with negligible disturbance between the hours of 23.00 and 01.30 on the Sunday morning.

My client accepts that quite regardless of the predicted levels, particularly between 23.00 and 01.30, the music sources will be attenuated until such time as the MNL at NSL1 and NSL 2 are acceptably low.

This additional agreement protects local residents from the adverse effects of wind, temperature inversion and cyclic beat effects, all of which are very hard to predict.



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Background Noise Survey

Scope

A survey was conducted at the perimeter of Noise Sensitive Location '1' (NSL 1) 280m from the rear of the main stage. (see Appendix 1). The residents at this location are the closest to the festival site and have previously lodged a representation in relation to events on this site.

The survey ran from a Friday afternoon to the following Monday morning in order to identify any anomalies or trends, however the data published only covers the exact period of the festival, from noon on Saturday to 18.00 on Sunday. (See Appendix 2).

Survey Results

Background Noise is regarded as the LA90(T). It is the A weighted sound pressure level exceeded for 90% of the time period, T, averaged over the period T, thus it is normally a bit lower than the LAEQ (T) (BS 7445)

'T' can sensibly be between 5 and 15 minutes depending on the weather conditions and other prevailing auditory phenomena that may be deemed detrimental to representative results, but it is recorded as successive 15 minute periods both day and night for the entire period.

Metric	Period	Log Average dB
LAF(90)15min	Saturday 12.00 – 23.00	35.2
LAF(90)15min	Saturday 23.00 – Sunday 01.30	27.7
LAF(90)15min	Sunday 12.00 – 18.00	33.8

Criteria

Table 1 of 'The Code'

Concert days per calendar year per venue	Venue Category	Guideline
1 to 3	Urban Stadia or Arenas	The MNL should not exceed 75dB(A) over any 15 minute period
1 to 3	Other Urban and Rural Venues	The MNL should not exceed 65dB(A) over any 15 minute period
4 to 12	All Venues	The MNL should not exceed the Background Noise Level by more than 15dBA over any 15 minute period.
<p>Music Noise Level (MNL) shall be measured as the LAeq over a 15 min period and should not include the effect of other noise sources than the music. This level applies between the hours of 09.00 and 23.00. Measurements shall be taken minimum 1m from the facade of noise sensitive premises.*</p>		



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At distances in excess of 2km from the noise source, the Sound Pressure Level at 1m from any noise sensitive premises shall not exceed 71dB(Z) in either of the 63Hz or 125Hz octave ranges.

For events occurring between the hours of 23.00 and 09.00 the Music Noise shall not be audible from within any noise sensitive premises with windows open for ventilation.

* Noise Sensitive Premises include residential properties, hospitals or similar institutions, education establishments, places of worship or any premises used for any other purposes likely to be adversely affected by the Music Noise

A typical 4mm float glass single glazed window, closed, attenuates sound by about 25dB. The same window if slightly open will attenuate by approximately 15dB.

For the purposes of this report, it will therefore be assumed that acceptable Music Noise Levels at the perimeter of noise sensitive premises are:

65dB LAeq(15) between the hours of 12.00 and 23.00 and 12.00 and 18.30 on the Sunday, and
42.7dB LAeq(15) between the hours of 23.00 and 01.30 Saturday evening / Sunday morning.

Equipment

An integrating, logging sound level meter was used exceeding the minimum requirements of BS 6698.

NTi XL2 TA (serial No A2A-09184-E0) with extended acoustic pack.

Type Approved microphone M2230 (serial No 5167).

B&K calibrator type 4231 (serial No 2122905)

(All test equipment carries current calibration certification and the calibration was checked before and after the data sets to confirm accuracy of the results)

Predicted Noise Levels

For the purposes of this report, it will be assumed that during the day the prominent noise source will be the main stage, with the subsidiary areas working at >10dB below the source level (at 1m) of the main stage.

Sandon Fields - Predicted Noise Levels At Various Locations (See appendix 1)					
	Main Stage 12.00 - 23.00			Dance Marquees 23.00 - 01.30	
	FOH Mix @ 25m	NSL 1 @ 280m	NSL 2 @ 426m	NSL 1 @280m	NSL 2 @426m
Source Level at 1m	123	123	123	105	105
Attenuation due to:					
Distance (-20LogR)	28	49	53	49	53
Effect of being off axis with the Mid high enclosures	0	0	20	0	0
Effect of being off axis with the subs when in Cardioid Array	0	12	0	12	15
Trees	0	0	0	1	1
Ground surface	0	1	1	1	0
Air	0	1	1	1	1
Buildings	0	0	0	0	0
Topography (estimate)	0	1	1	2	1
Background Noise Level (Avge)	35.2	35.2	35.2	27.7	27.7
Criteria Level (Maximum)	95	65	65	42	42
Predicted Level	95	59	47	39	34

In calculating the prediction of noise levels the following factors have been taken into account:

1. Attenuation in free field of $-20 \log r$ where r is the distance in metres of the location from the source.
2. Sound system directionality. This varies depending on how far off vertical and horizontal axis the receiver is. Behind the speaker will drop as low as -25dB for higher frequencies and -20dB for lower frequencies if a cardioid sub array design is deployed.
3. Topography. This is very difficult to predict without expensive computer programmes, but an estimation can be deduced by analysing known figures in known situations and attributing a correction factor to it.
4. Air. Frequency related attenuation due to air is a predictable quantity.
5. Trees and barriers. There are outcrops of trees on the site which can affect levels by the odd dB, and traders stalls can cause barriers to some higher frequencies if interrupting a line of sight to a sound source.
6. My client has had considerable success in attenuating noise spread by constructing 'A' frames of 15mm exterior grade plywood, faced on one side with a 75mm layer of Rockwool. The Rockwool face is then arranged to face the noise source, and to create a solid wall without gaps.

These structures will be positioned to surround the neighbor facing areas around the late night entertainment marquees.



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It is my intention to quantify the effectiveness of these structures using insertion loss theory well before the event, but at this point in time their proposed effect has not been included in my calculations.

It is probably safe to assume that they will have some form of positive effect thus further reducing the passage of sound energy to the noise sensitive locations.

Note: All of these predictions assume that there is no wind or rain and that the temperature and pressure are `average`. We are aware that wind will have a strong effect but that we shall simply adjust levels accordingly to stay inside license conditions.

The margin for inaccuracy when calculating predictions is compound, each variable with its own tolerance. The predictions shown are the centre point figure and are subject to possible variation of approximately +/- 3dB in calm weather conditions, and more in extreme weather conditions, although noise produced by extreme weather conditions, such as wind and rain, normally counter the adverse effects of music noise.



Sound Management Plan

Noise Sources.

There is one main stage with a main sound system and no delay loudspeakers.

There are three small marquees for specialised DJ sets.

During the day the main stage will take precedence over the dance marquees. At 23.00 on the Saturday the main stage for live music will cease and the dance marquees will stay open until 01.30.

There will be three generator sets on site, located strategically close to the areas that they serve (stage and stalls) but in all cases in excess of 200m from the nearest property. A typical LwA for a 25KvA silenced generator is 89dB re $10^{-12}W$, so at 280m would be $89 - (20 \log 280) - 3 = 37\text{dBA}$, which is within the acceptable noise envelope.

Crowd noise is the final factor to consider as a possible source. It is impossible to predict the magnitude of this. As the maximum audience size is 2999, experience leads me to assess that whereas we shall note down all relevant observations during the event for the benefit of future years, it is highly unlikely that in its own right it will constitute a nuisance.

Performance Times

Saturday:

12.00 – 01.30 (Main stage for live music ends at 23.00)

Sunday:

12.00 – 18.30 (All four stages active)

Stage Layout (See appendix 3)

The orientation of the main stage will be Northerly, so as to avoid any noise sensitive location being directly on axis with an amplified music source.

All three of the dance stages will be facing Easterly firing into woodland and miles of open countryside.

Sound System Design.

The main stage sound system will comprise two hangs of six Martin Audio W8LM line array enclosures flown to a height of 5.5m with a compliment of 6 x Martin Audio WMX subs positioned on the ground, four per side. The line array elements will be configured using the Martin Audio Viewpoint software so as to maximise the audience experience while minimising noise spillage.

The subs will be configured in a 'cardioid sub array' so as to reduce rearward low frequency emissions by upward of 12dB.

The three dance marquees will all be fitted with quadraphonic systems, comprising a mid-high flown into each corner of the dance floor pointing downwards in excess of 15 degrees. Below each mid-high there will be a complimentary sub enclosure, pointing in towards the centre of the dance floor.

This arrangement ensures that nobody on the dance floor is far from a noise source, thus meaning that none of the sources needs to be very loud.

We have calculated that each source need not exceed 105dB @1m to achieve a wholly acceptable level for the guests, while combining to a level that stays within criteria.



Sound System Testing.

Sound Systems will be installed on Friday 8th June and will be tested and adjusted for correct functioning at full concert level for a maximum of 1 hour between 15.00 and 18.00 hrs.

Propagation Tests.

Propagation tests will be undertaken from 10.00am on both days and will last no more than 30 minutes. This then leaves a further 30 minutes for the stages to sound-check the first acts prior to the opening of the event at 12.00.

The propagation tests will comprise uncompressed music playback of a nature commensurate with the styles expected to be performed being played simultaneously through FOH and monitor systems on the stage in a sequence dictated by the on-site noise officer.

Routine Monitoring.

The start of an event is often a very busy time as rapid adjustments are made to get the whole sound profile as it needs to be. Once all initial system adjustments have been made (within 15 minutes of the start of the festival) routine checks will commence

Equipment used will be 'type 2 or better of those stipulated in BS 6698' (ours are type 1) and will be calibrated before and after measurement sessions. We will have one fully integrating averaging logging SLM, while the unit at the FOH position will be simpler yet accurate device. One minute readings will be constantly displayed to aid the FOH technician to stay within limits as instructed.

The licensee and CNCO will have access to all data at all times if requested. All data will be logged on specific sheets and will be collated for a post event report.

The main stage operator will have a permanently set up sound level meter in front of him / her, set to give a repeating 1 minute LAEQ reading plus how his / her level during the current 15 minute period is progressing.

FOH booth will have a permanent radio link. This will mean that I can call the the FOH operator to request changes to system level or characteristics at any point in time. There will be a nominated audio liaison person who will also have complete control over all sound systems.

When action has been requested, ie FOH operator has been asked to attenuate the levels, we shall determine that this has been affected in two ways. Firstly we should observe an immediate reduction in 1 minute L_{AEQ} and secondarily we shall seek verbal confirmation from the technician.

Communication.

All audio personnel will be briefed in accordance with my expectations of them. They are entirely comfortable with having to work inside strict guidelines as most of our core business has such conditions. They will understand that they are to act on instructions from either myself / onsite Noise Officer, the Licensee or the CNCO without question in respect of noise attenuation.



Before The Event

It is advisable to post a letter to local residents warning them of the event, pointing out how it may affect their day. This may include higher levels of traffic and congestion in the locality, and noise disturbance from either people passing by or amplified music.

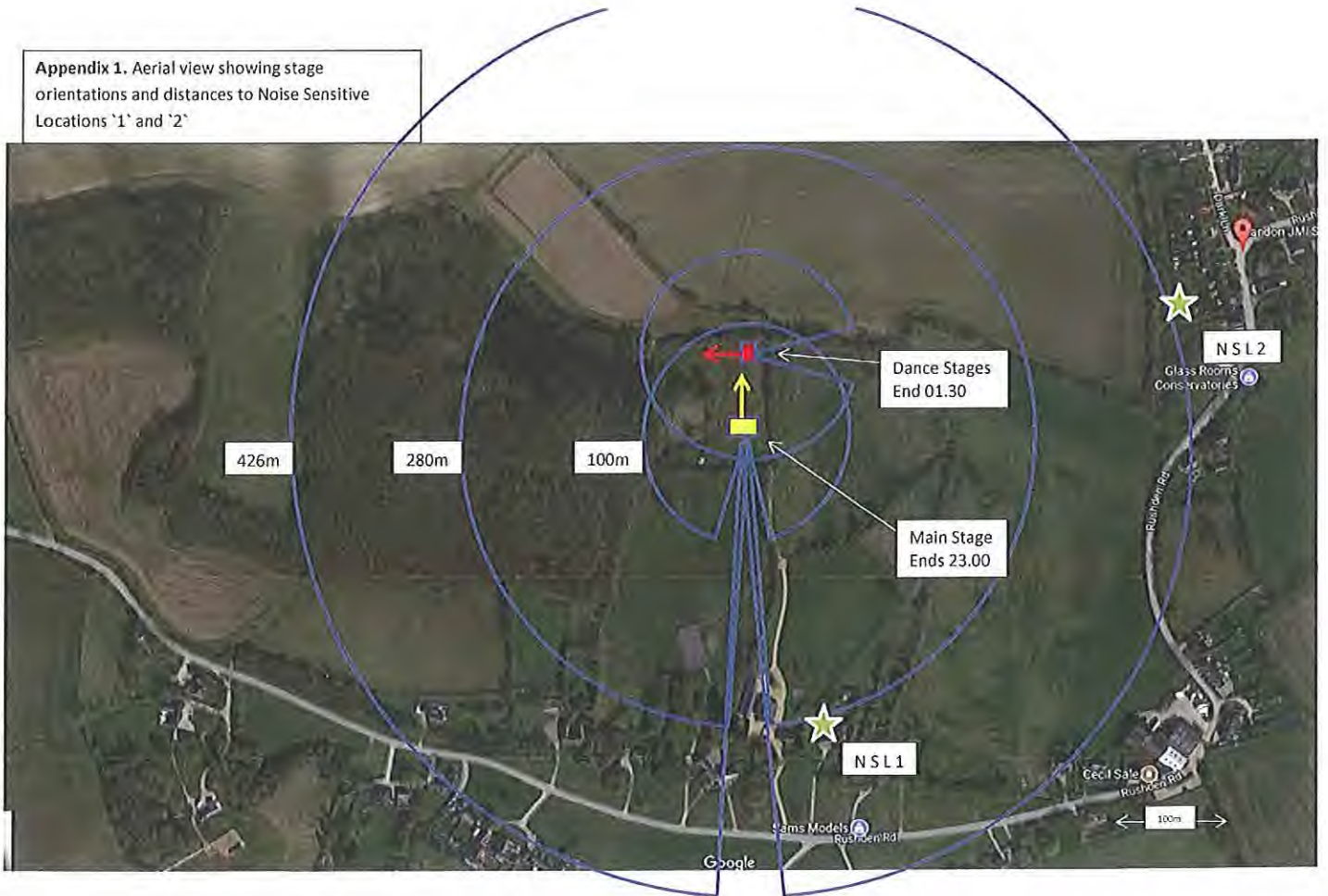
This letter must give a complaints number and instructions as to what they should do if they have a complaint that relates to the event proceedings.

There is no rule as to the necessary distribution of such letters, and every local authority has a slightly different view on this. My view is to look at the final site plan and identify the streets or individual residences that are obviously going to be affected, and extend the cover to those that look likely. It is however counter-productive to create a noise level contour map with a view to contacting anyone that may remotely hear that there is an event on, as this will often encourage people to call when they are not actually that bothered by it in the first place. Such calls only serve to dominate the time of the noise consultant who needs to be available to address complaints from residents adjacent to the site as part of his or her routine monitoring.

Complaints Procedure.

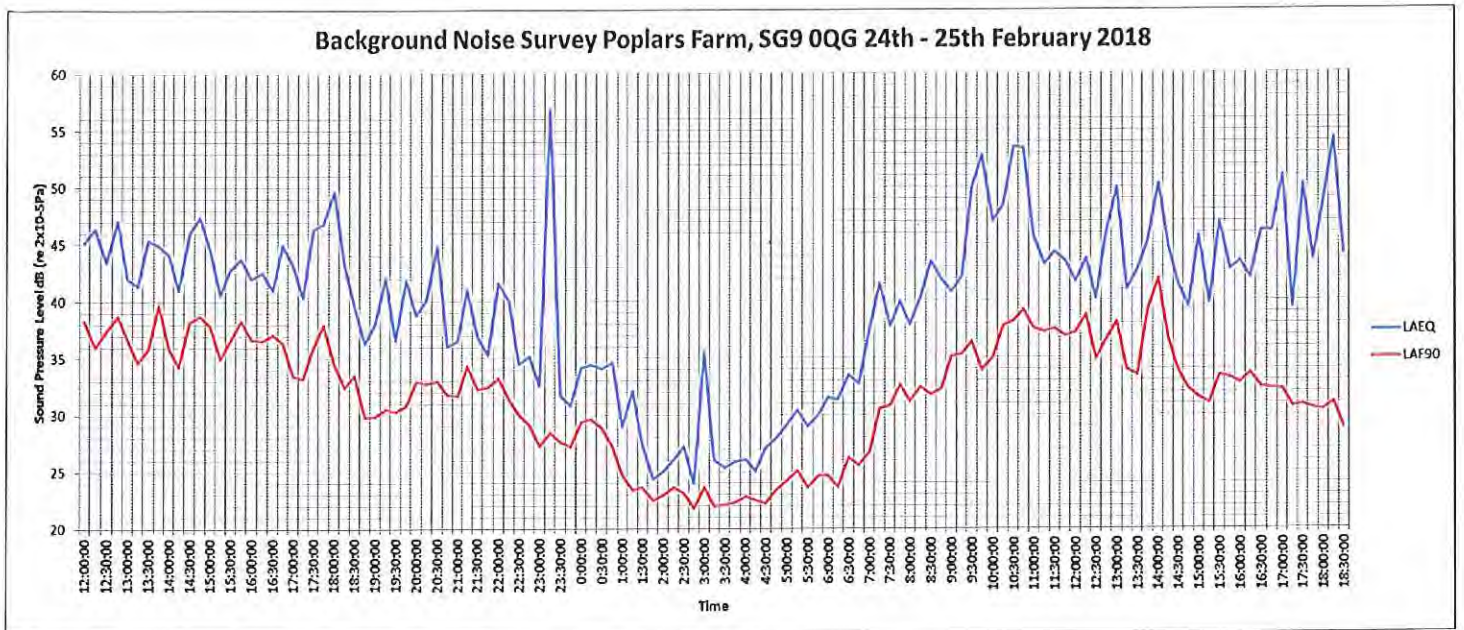
- Phone call of noise complaint to control, which will be a land line number diverted to a mobile phone that will be permanently located at the event control office, on site. Control is manned permanently throughout event.
- Control informs licensee and SMC, who liaise.
- SMC or colleague attends the address or location of the complaint within a target time of 10 mins.
- SMC assesses the situation and takes remedial action if necessary.
- SMC reports the action to the licensee and reports the incident fully in the NC log book.
- Licensee communicates with the complainant to report the action.
- Licensee communicates with SMC again to close the case.

Appendix 1. Aerial view showing stage orientations and distances to Noise Sensitive Locations '1' and '2'

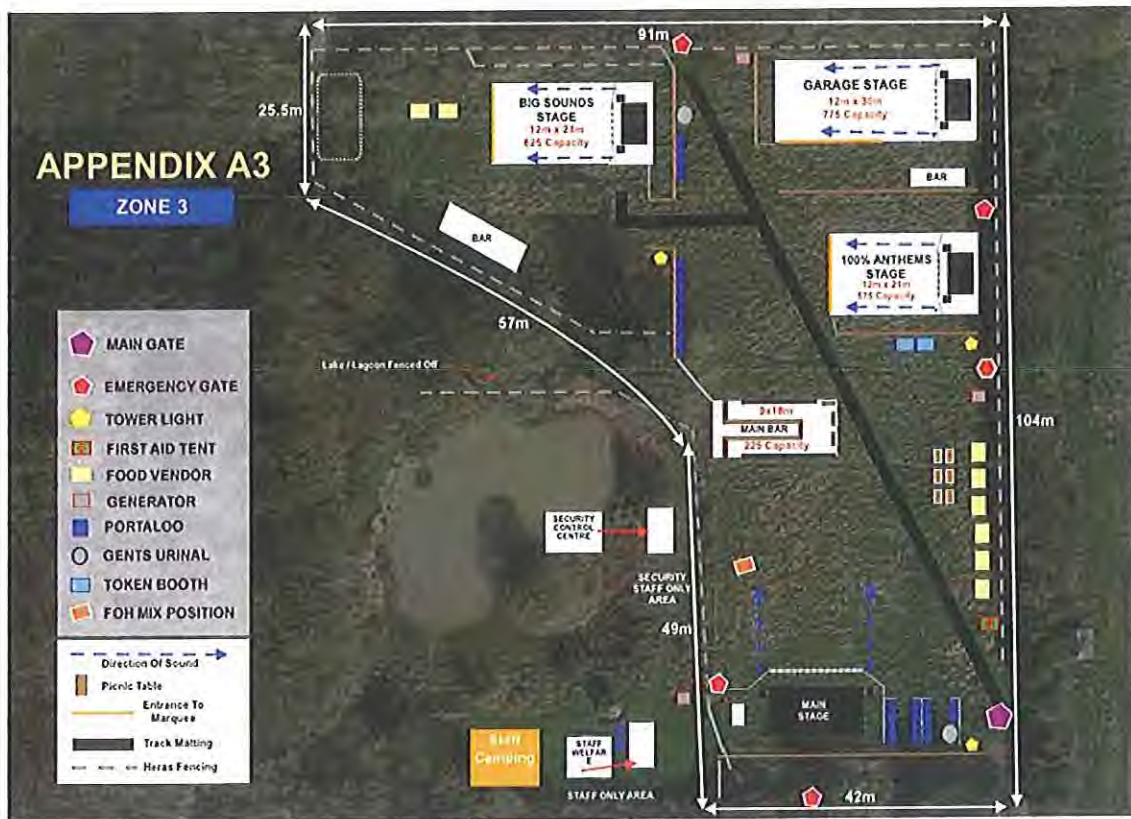


SANDON FIRELDS FESTIVAL 9th 10th June 2018

APPENDIX 2.



Appendix 3



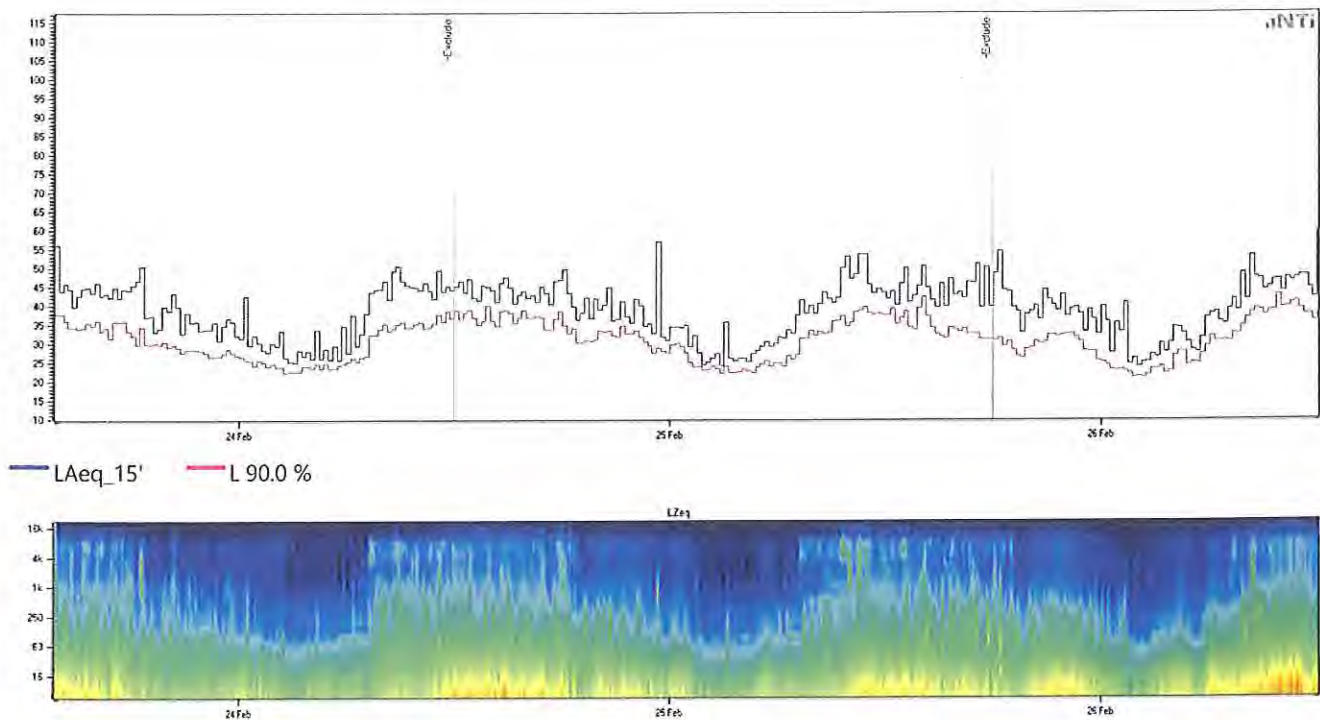


BGN Polars Farm, SG9 0QG, 23 feb - 26th Feb 2018

Start: 2018-02-23 13:47:02

End: 2018-02-26 12:03:55

This background noise survey was commissioned by Richard Maskell and conducted by Ross Sharples (AMIOA). Background Noise over an equivalent period as the proposed event, 9th - 10th June 2018. P0plars Farm was deemed to be representative of the nearest noise sensitive location to the proposed event.



Configuration

- Device Info: XL2, SNo. A2A-09184-E0, FW2.71 Type Approved
- Mic Type: NTi Audio M2230, S/N: 5167, User calibrated 2017-06-24 17:03
- Mic Sensitivity: 43.2 mV/Pa
- Range: 0 - 100 dB
- LN based on: LAeq_dt



Results

Type	Start Date and Time	Duration	LAeq [dB]	L 90.0 % [dB]
Recorded		2 22:16:53	44.0	
-Exclude (2)		00:10:00	46.2	33.5
Project Result		2 22:06:53	44.0	25.2

Audit Intervals

Type	Start Date and Time	Duration	LAeq [dB]	L 90.0 % [dB]
15'	2018-02-23 13:45:00	00:12:58	56.0	37.6
15'	2018-02-23 14:00:00	00:15:00	43.8	37.6
15'	2018-02-23 14:15:00	00:15:00	45.7	36.0
15'	2018-02-23 14:30:00	00:15:00	44.4	34.2
15'	2018-02-23 14:45:00	00:15:00	39.6	34.4
15'	2018-02-23 15:00:00	00:15:00	42.6	33.9
15'	2018-02-23 15:15:00	00:15:00	44.5	34.1
15'	2018-02-23 15:30:00	00:15:00	44.8	35.3
15'	2018-02-23 15:45:00	00:15:00	43.6	34.7
15'	2018-02-23 16:00:00	00:15:00	45.9	35.9
15'	2018-02-23 16:15:00	00:15:00	42.7	33.3
15'	2018-02-23 16:30:00	00:15:00	43.0	34.0
15'	2018-02-23 16:45:00	00:15:00	42.3	31.4
15'	2018-02-23 17:00:00	00:15:00	44.8	35.7
15'	2018-02-23 17:15:00	00:15:00	42.0	35.8
15'	2018-02-23 17:30:00	00:15:00	44.3	35.7
15'	2018-02-23 17:45:00	00:15:00	44.1	33.2
15'	2018-02-23 18:00:00	00:15:00	45.3	32.0
15'	2018-02-23 18:15:00	00:15:00	46.6	29.8
15'	2018-02-23 18:30:00	00:15:00	50.3	34.2
15'	2018-02-23 18:45:00	00:15:00	36.9	29.9
15'	2018-02-23 19:00:00	00:15:00	37.3	29.7
15'	2018-02-23 19:15:00	00:15:00	33.0	30.1
15'	2018-02-23 19:30:00	00:15:00	33.8	29.7
15'	2018-02-23 19:45:00	00:15:00	39.7	30.4
15'	2018-02-23 20:00:00	00:15:00	38.6	29.1
15'	2018-02-23 20:15:00	00:15:00	43.2	29.6
15'	2018-02-23 20:30:00	00:15:00	39.8	28.9
15'	2018-02-23 20:45:00	00:15:00	32.7	27.7
15'	2018-02-23 21:00:00	00:15:00	38.0	28.2
15'	2018-02-23 21:15:00	00:15:00	35.5	28.3
15'	2018-02-23 21:30:00	00:15:00	35.8	28.2
15'	2018-02-23 21:45:00	00:15:00	33.4	28.0
15'	2018-02-23 22:00:00	00:15:00	33.7	27.4



15'	2018-02-23 22:15:00	00:15:00	33.6	26.4
15'	2018-02-23 22:30:00	00:15:00	35.5	26.5
15'	2018-02-23 22:45:00	00:15:00	30.8	26.5
15'	2018-02-23 23:00:00	00:15:00	34.7	27.2
15'	2018-02-23 23:15:00	00:15:00	36.6	28.4
15'	2018-02-23 23:30:00	00:15:00	35.8	27.4
15'	2018-02-23 23:45:00	00:15:00	32.0	26.7
15'	2018-02-24 00:00:00	00:15:00	31.4	26.3
15'	2018-02-24 00:15:00	00:15:00	42.4	25.6
15'	2018-02-24 00:30:00	00:15:00	29.5	25.3
15'	2018-02-24 00:45:00	00:15:00	32.0	24.0
15'	2018-02-24 01:00:00	00:15:00	30.1	25.4
15'	2018-02-24 01:15:00	00:15:00	28.2	24.9
15'	2018-02-24 01:30:00	00:15:00	27.7	23.8
15'	2018-02-24 01:45:00	00:15:00	29.8	24.4
15'	2018-02-24 02:00:00	00:15:00	29.3	23.7
15'	2018-02-24 02:15:00	00:15:00	33.3	23.6
15'	2018-02-24 02:30:00	00:15:00	26.1	22.3
15'	2018-02-24 02:45:00	00:15:00	25.1	22.5
15'	2018-02-24 03:00:00	00:15:00	24.9	22.4
15'	2018-02-24 03:15:00	00:15:00	28.0	22.5
15'	2018-02-24 03:30:00	00:15:00	26.6	23.9
15'	2018-02-24 03:45:00	00:15:00	27.9	23.9
15'	2018-02-24 04:00:00	00:15:00	26.0	23.5
15'	2018-02-24 04:15:00	00:15:00	33.5	24.5
15'	2018-02-24 04:30:00	00:15:00	26.1	23.3
15'	2018-02-24 04:45:00	00:15:00	28.4	24.6
15'	2018-02-24 05:00:00	00:15:00	25.8	23.3
15'	2018-02-24 05:15:00	00:15:00	29.2	23.2
15'	2018-02-24 05:30:00	00:15:00	25.5	24.0
15'	2018-02-24 05:45:00	00:15:00	34.5	24.4
15'	2018-02-24 06:00:00	00:15:00	27.5	25.1
15'	2018-02-24 06:15:00	00:15:00	37.5	26.0
15'	2018-02-24 06:30:00	00:15:00	29.3	25.1
15'	2018-02-24 06:45:00	00:15:00	32.5	26.2
15'	2018-02-24 07:00:00	00:15:00	37.9	26.6
15'	2018-02-24 07:15:00	00:15:00	43.5	32.2
15'	2018-02-24 07:30:00	00:15:00	44.0	32.2
15'	2018-02-24 07:45:00	00:15:00	44.3	33.7
15'	2018-02-24 08:00:00	00:15:00	46.4	35.2
15'	2018-02-24 08:15:00	00:15:00	41.7	33.2
15'	2018-02-24 08:30:00	00:15:00	49.2	33.9
15'	2018-02-24 08:45:00	00:15:00	50.3	35.0
15'	2018-02-24 09:00:00	00:15:00	46.4	35.6



15'	2018-02-24 09:15:00	00:15:00	45.3	34.1
15'	2018-02-24 09:30:00	00:15:00	45.0	34.0
15'	2018-02-24 09:45:00	00:15:00	44.7	35.1
15'	2018-02-24 10:00:00	00:15:00	44.1	35.5
15'	2018-02-24 10:15:00	00:15:00	45.9	33.9
15'	2018-02-24 10:30:00	00:15:00	43.9	34.3
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15'	2018-02-24 11:45:00	00:10:00	44.2	36.7
15'	2018-02-24 12:00:00	00:15:00	45.2	38.7
15'	2018-02-24 12:15:00	00:15:00	46.4	36.4
15'	2018-02-24 12:30:00	00:15:00	43.5	38.0
15'	2018-02-24 12:45:00	00:15:00	47.1	38.9
15'	2018-02-24 13:00:00	00:15:00	42.0	36.9
15'	2018-02-24 13:15:00	00:15:00	41.4	34.9
15'	2018-02-24 13:30:00	00:15:00	45.4	36.0
15'	2018-02-24 13:45:00	00:15:00	44.9	39.9
15'	2018-02-24 14:00:00	00:15:00	44.1	36.0
15'	2018-02-24 14:15:00	00:15:00	41.0	34.6
15'	2018-02-24 14:30:00	00:15:00	46.0	38.5
15'	2018-02-24 14:45:00	00:15:00	47.4	38.9
15'	2018-02-24 15:00:00	00:15:00	44.7	38.1
15'	2018-02-24 15:15:00	00:15:00	40.6	35.3
15'	2018-02-24 15:30:00	00:15:00	42.8	36.9
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15'	2018-02-24 16:15:00	00:15:00	42.5	36.8
15'	2018-02-24 16:30:00	00:15:00	41.0	37.3
15'	2018-02-24 16:45:00	00:15:00	44.9	36.8
15'	2018-02-24 17:00:00	00:15:00	43.2	33.7
15'	2018-02-24 17:15:00	00:15:00	40.4	33.5
15'	2018-02-24 17:30:00	00:15:00	46.3	36.3
15'	2018-02-24 17:45:00	00:15:00	46.8	38.4
15'	2018-02-24 18:00:00	00:15:00	49.6	34.8
15'	2018-02-24 18:15:00	00:15:00	43.3	32.7
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15'	2018-02-24 18:45:00	00:15:00	36.3	30.1
15'	2018-02-24 19:00:00	00:15:00	38.0	30.2
15'	2018-02-24 19:15:00	00:15:00	42.0	30.7
15'	2018-02-24 19:30:00	00:15:00	36.6	30.5
15'	2018-02-24 19:45:00	00:15:00	41.8	30.9
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15'	2018-02-24 21:15:00	00:15:00	41.0	34.6
15'	2018-02-24 21:30:00	00:15:00	36.9	32.4
15'	2018-02-24 21:45:00	00:15:00	35.3	32.7
15'	2018-02-24 22:00:00	00:15:00	41.6	33.3
15'	2018-02-24 22:15:00	00:15:00	39.9	31.6
15'	2018-02-24 22:30:00	00:15:00	34.5	30.3
15'	2018-02-24 22:45:00	00:15:00	35.2	29.3
15'	2018-02-24 23:00:00	00:15:00	32.6	27.5
15'	2018-02-24 23:15:00	00:15:00	56.8	28.7
15'	2018-02-24 23:30:00	00:15:00	31.7	27.8
15'	2018-02-24 23:45:00	00:15:00	30.8	27.4
15'	2018-02-25 00:00:00	00:15:00	34.2	29.6
15'	2018-02-25 00:15:00	00:15:00	34.4	29.9
15'	2018-02-25 00:30:00	00:15:00	34.1	29.0
15'	2018-02-25 00:45:00	00:15:00	34.6	27.4
15'	2018-02-25 01:00:00	00:15:00	29.0	24.9
15'	2018-02-25 01:15:00	00:15:00	32.1	23.6
15'	2018-02-25 01:30:00	00:15:00	27.4	23.8
15'	2018-02-25 01:45:00	00:15:00	24.4	22.8
15'	2018-02-25 02:00:00	00:15:00	25.0	23.1
15'	2018-02-25 02:15:00	00:15:00	26.1	23.8
15'	2018-02-25 02:30:00	00:15:00	27.2	23.3
15'	2018-02-25 02:45:00	00:15:00	24.0	22.0
15'	2018-02-25 03:00:00	00:15:00	35.5	23.8
15'	2018-02-25 03:15:00	00:15:00	26.0	22.2
15'	2018-02-25 03:30:00	00:15:00	25.4	22.3
15'	2018-02-25 03:45:00	00:15:00	25.9	22.5
15'	2018-02-25 04:00:00	00:15:00	26.1	23.0
15'	2018-02-25 04:15:00	00:15:00	25.1	22.7
15'	2018-02-25 04:30:00	00:15:00	27.1	22.3
15'	2018-02-25 04:45:00	00:15:00	28.0	23.6
15'	2018-02-25 05:00:00	00:15:00	29.1	24.4
15'	2018-02-25 05:15:00	00:15:00	30.4	25.3
15'	2018-02-25 05:30:00	00:15:00	29.0	23.8
15'	2018-02-25 05:45:00	00:15:00	30.0	24.8
15'	2018-02-25 06:00:00	00:15:00	31.5	24.8
15'	2018-02-25 06:15:00	00:15:00	31.4	23.9
15'	2018-02-25 06:30:00	00:15:00	33.5	26.5
15'	2018-02-25 06:45:00	00:15:00	32.7	25.8
15'	2018-02-25 07:00:00	00:15:00	37.5	27.1



15'	2018-02-25 07:15:00	00:15:00	41.5	31.2
15'	2018-02-25 07:30:00	00:15:00	37.8	31.4
15'	2018-02-25 07:45:00	00:15:00	39.9	33.3
15'	2018-02-25 08:00:00	00:15:00	37.9	32.0
15'	2018-02-25 08:15:00	00:15:00	40.3	33.0
15'	2018-02-25 08:30:00	00:15:00	43.5	32.4
15'	2018-02-25 08:45:00	00:15:00	41.9	32.8
15'	2018-02-25 09:00:00	00:15:00	40.8	35.7
15'	2018-02-25 09:15:00	00:15:00	42.1	36.0
15'	2018-02-25 09:30:00	00:15:00	49.9	37.3
15'	2018-02-25 09:45:00	00:15:00	52.8	34.6
15'	2018-02-25 10:00:00	00:15:00	47.0	35.6
15'	2018-02-25 10:15:00	00:15:00	48.4	38.3
15'	2018-02-25 10:30:00	00:15:00	53.5	38.6
15'	2018-02-25 10:45:00	00:15:00	53.4	39.5
15'	2018-02-25 11:00:00	00:15:00	45.7	38.0
15'	2018-02-25 11:15:00	00:15:00	43.2	37.7
15'	2018-02-25 11:30:00	00:15:00	44.3	37.9
15'	2018-02-25 11:45:00	00:15:00	43.5	37.4
15'	2018-02-25 12:00:00	00:15:00	41.7	37.5
15'	2018-02-25 12:15:00	00:15:00	43.7	39.1
15'	2018-02-25 12:30:00	00:15:00	40.2	35.2
15'	2018-02-25 12:45:00	00:15:00	45.9	36.8
15'	2018-02-25 13:00:00	00:15:00	49.9	38.4
15'	2018-02-25 13:15:00	00:15:00	41.0	34.3
15'	2018-02-25 13:30:00	00:15:00	42.7	33.7
15'	2018-02-25 13:45:00	00:15:00	45.2	39.4
15'	2018-02-25 14:00:00	00:15:00	50.3	42.2
15'	2018-02-25 14:15:00	00:15:00	44.8	37.2
15'	2018-02-25 14:30:00	00:15:00	41.5	34.0
15'	2018-02-25 14:45:00	00:15:00	39.5	32.5
15'	2018-02-25 15:00:00	00:15:00	45.7	31.8
15'	2018-02-25 15:15:00	00:15:00	39.8	31.3
15'	2018-02-25 15:30:00	00:15:00	46.9	34.1
15'	2018-02-25 15:45:00	00:15:00	42.8	33.7
15'	2018-02-25 16:00:00	00:15:00	43.4	33.0
15'	2018-02-25 16:15:00	00:15:00	42.0	33.9
15'	2018-02-25 16:30:00	00:15:00	46.1	32.7
15'	2018-02-25 16:45:00	00:15:00	46.1	32.6
15'	2018-02-25 17:00:00	00:15:00	51.0	32.5
15'	2018-02-25 17:15:00	00:15:00	39.4	31.2
15'	2018-02-25 17:30:00	00:15:00	50.2	31.0
15'	2018-02-25 17:45:00	00:10:00	39.7	30.9
15'	2018-02-25 18:00:00	00:15:00	48.6	30.8



15'	2018-02-25 18:15:00	00:15:00	54.2	31.4
15'	2018-02-25 18:30:00	00:15:00	44.1	29.2
15'	2018-02-25 18:45:00	00:15:00	43.7	30.6
15'	2018-02-25 19:00:00	00:15:00	39.5	28.2
15'	2018-02-25 19:15:00	00:15:00	38.4	26.6
15'	2018-02-25 19:30:00	00:15:00	32.9	26.2
15'	2018-02-25 19:45:00	00:15:00	37.6	28.5
15'	2018-02-25 20:00:00	00:15:00	38.5	28.9
15'	2018-02-25 20:15:00	00:15:00	39.9	30.5
15'	2018-02-25 20:30:00	00:15:00	36.4	29.9
15'	2018-02-25 20:45:00	00:15:00	44.1	30.3
15'	2018-02-25 21:00:00	00:15:00	41.5	32.2
15'	2018-02-25 21:15:00	00:15:00	40.1	32.2
15'	2018-02-25 21:30:00	00:15:00	38.7	31.9
15'	2018-02-25 21:45:00	00:15:00	42.9	32.2
15'	2018-02-25 22:00:00	00:15:00	37.3	32.5
15'	2018-02-25 22:15:00	00:15:00	39.1	32.7
15'	2018-02-25 22:30:00	00:15:00	39.4	31.5
15'	2018-02-25 22:45:00	00:15:00	37.9	30.6
15'	2018-02-25 23:00:00	00:15:00	33.1	28.0
15'	2018-02-25 23:15:00	00:15:00	38.9	27.8
15'	2018-02-25 23:30:00	00:15:00	36.5	27.9
15'	2018-02-25 23:45:00	00:15:00	32.4	25.4
15'	2018-02-26 00:00:00	00:15:00	39.6	24.9
15'	2018-02-26 00:15:00	00:15:00	35.7	24.3
15'	2018-02-26 00:30:00	00:15:00	27.5	23.1
15'	2018-02-26 00:45:00	00:15:00	35.3	22.8
15'	2018-02-26 01:00:00	00:15:00	33.0	23.1
15'	2018-02-26 01:15:00	00:15:00	40.8	22.7
15'	2018-02-26 01:30:00	00:15:00	24.5	21.9
15'	2018-02-26 01:45:00	00:15:00	25.9	21.0
15'	2018-02-26 02:00:00	00:15:00	24.0	21.1
15'	2018-02-26 02:15:00	00:15:00	25.0	20.9
15'	2018-02-26 02:30:00	00:15:00	25.2	21.5
15'	2018-02-26 02:45:00	00:15:00	26.9	23.3
15'	2018-02-26 03:00:00	00:15:00	26.3	23.3
15'	2018-02-26 03:15:00	00:15:00	30.0	23.8
15'	2018-02-26 03:30:00	00:15:00	27.5	22.1
15'	2018-02-26 03:45:00	00:15:00	30.1	22.6
15'	2018-02-26 04:00:00	00:15:00	34.3	26.8
15'	2018-02-26 04:15:00	00:15:00	34.0	27.8
15'	2018-02-26 04:30:00	00:15:00	32.7	27.8
15'	2018-02-26 04:45:00	00:15:00	30.4	24.3
15'	2018-02-26 05:00:00	00:15:00	28.4	24.9



15'	2018-02-26 05:15:00	00:15:00	27.5	24.8
15'	2018-02-26 05:30:00	00:15:00	31.3	27.2
15'	2018-02-26 05:45:00	00:15:00	36.8	29.3
15'	2018-02-26 06:00:00	00:15:00	37.7	31.8
15'	2018-02-26 06:15:00	00:15:00	38.2	30.6
15'	2018-02-26 06:30:00	00:15:00	35.8	30.5
15'	2018-02-26 06:45:00	00:15:00	35.1	30.8
15'	2018-02-26 07:00:00	00:15:00	39.2	30.5
15'	2018-02-26 07:15:00	00:15:00	41.5	32.6
15'	2018-02-26 07:30:00	00:15:00	38.6	32.5
15'	2018-02-26 07:45:00	00:15:00	48.5	34.6
15'	2018-02-26 08:00:00	00:15:00	41.5	36.7
15'	2018-02-26 08:15:00	00:15:00	53.1	38.1
15'	2018-02-26 08:30:00	00:15:00	47.5	39.0
15'	2018-02-26 08:45:00	00:15:00	47.0	38.7
15'	2018-02-26 09:00:00	00:15:00	44.2	37.4
15'	2018-02-26 09:15:00	00:15:00	45.0	38.4
15'	2018-02-26 09:30:00	00:15:00	46.6	38.7
15'	2018-02-26 09:45:00	00:15:00	46.8	42.7
15'	2018-02-26 10:00:00	00:15:00	43.8	39.3
15'	2018-02-26 10:15:00	00:15:00	47.1	39.5
15'	2018-02-26 10:30:00	00:15:00	46.3	40.5
15'	2018-02-26 10:45:00	00:15:00	47.2	40.9
15'	2018-02-26 11:00:00	00:15:00	47.9	39.2
15'	2018-02-26 11:15:00	00:15:00	47.8	37.6
15'	2018-02-26 11:30:00	00:15:00	44.4	37.6
15'	2018-02-26 11:45:00	00:15:00	42.1	35.7
15'	2018-02-26 12:00:00	00:03:55	59.2	37.7

Client:



Site Contact:

Richard Maskell - Event Director

Site Address:

Poplars Farm,
Roe Green,
Sandon
SG9 0QG

Festival Entrance PUDDO Artists/VIP/Production Entrance

No Parking Cones to be placed both sides of road o/s Sandon School and nr Darke Lane and Payne End and to the West of event entrances with tow away signs to deter parking on verges and carriageway

Festival Specific signage on the A1M Jun 9 & 10 AS05 AS07 & A10 will hopefully deter traffic from using the smaller village roads

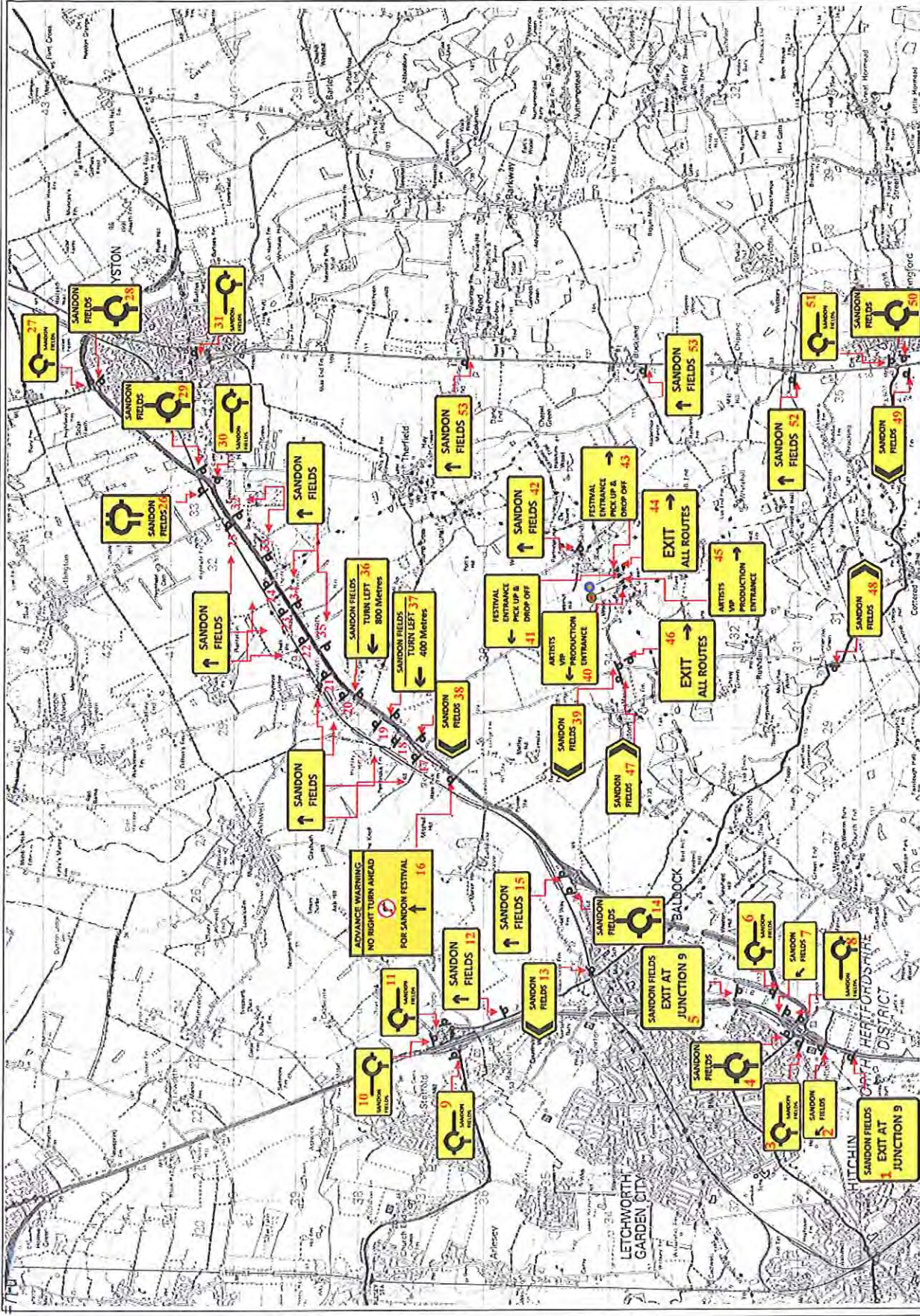
CSAS Approved operatives c/w two way radios will manage Locations: CS Junction, Festival entrance, drop off and pick Up areas with a Stop/Go Systems to control traffic flows from both directions

Drawn By: TB

Date Drawn: 28/01/18

Drawing No: 1533-Main TM Plan

Date of Works: 09/06/18



- Traffic Management Notes:**
- 1) All temporary traffic management shall be in accordance with Chapter 6 of the Traffic Signs Manual 2009
 - 2) All temporary traffic management shall be in accordance with Traffic Signs Regulations & General Directions 2002
 - 3) All temporary traffic management shall conform to the Traffic Signs Manual 2009, Volume 4, Code of Practice 2012
 - 4) All temporary traffic management signs should be in accordance with the Traffic Signs Manual 2009, Volume 4, Code of Practice 2012
 - 5) All temporary traffic management sign locations are indicated and are subject to on site approval from the Engineer.

This drawing has been produced for the specific client and project identified and is not intended for use by any other person or any other purpose.

This drawing is a representation of the traffic management scheme agreed and approved by the LA and Client which must be installed by qualified personnel. Distances between signs may not be to scale for purposes of clarity.

On installations Taper Lengths, Safety Zones, Minimum Visibility to first sign and Minimum size of signs and cones will conform to chp8 guidelines for the speed of the road

Aston Bury Farm,
Aston Bury Ln,
Aston,
Stevensage,
Hertfordshire SG2 7EG

Depot Tel: 01438 - 880831
Head Office Tel: 01753 - 783667

Fenton TM
TRAFFIC MANAGEMENT
SPECIALISTS

KEY

- Works area
- Safety zone
- Pedestrian walkway
- Excavation
- Road cones
- Pedestrian barrier
- Traffic head
- Aspect of sign view



Additional TM Comments

A1m J10 southbound

In the event the A1m between J10 & J9 being closed a contingency route will be implemented.

A1m J10 SB, exit on to A507, then follow the signed route via the B656, A505 etc.

Additional signs will be laid flat, on the A1m SB verge, north of J10 & erected if necessary.

Music Festival (or Sandon Fields), exit left arrow + "P" parking symbol, at 1 mile, 1/2 mile & 300 mts north of the A1m J10 SB exit.

C5 Junction

TM crews accredited CSAS to manage traffic with Stop/Go System (if necessary) at the junction of the C5 and the road up to the event

A505 NB approach to the south end of the by-pass

In case the by-pass gets closed, we will have contingency signs available to if necessary sign event traffic from the A1m J9, to use the B197 London Road, via High Street & B656 Whitehorse Street, Royston Road & back onto the A505

Sandon village

No waiting cones from Sandon Village nr School and Darkes Lane to a point west of the event access both sides of the road.

TTRO to Ban Right Turn from A505 into C5 junction and to enforce the No waiting area in Sandon Village

TM crews accredited CSAS to control traffic at the access to event and PDU using Stop/Go Operation.