

Audit and Governance Committee - 7 December 2016

Call to Account - Ironman Event

Recommendations & Implementation Plan

Ref.	Recommendation	Cabinet Response	By Who?	By When?
1	<p>A Memorandum of Understanding (MoU) is produced and agreed between all key Safety Advisory Group (SAG) members.</p> <p><i>(This will be done in accordance with the Home Office guidance and approved by the Cabinet Portfolio Holder for Highways & Transportation.)</i></p> <p>As a minimum the Audit and Governance Committee consider that the following criteria are included;</p> <ul style="list-style-type: none"> - The establishment of clear roles, responsibilities and timelines <i>(With all parties formally acknowledging accountability for their assigned roles and responsibilities.)</i> - Adequate resource contributions made by event organisers which reflect an appropriate level of professional input by the various key partners. - Use of skilled, accredited and knowledgeable local marshals to support the smooth running of the event. 			

	<ul style="list-style-type: none"> - An appropriate Traffic Management Plan which is clear, agreed, widely communicated in advance and adhered to. - Effective and early consultation across the various stakeholder groups, agencies and bodies. - An effective communication strategy which is wide ranging, utilising all avenues available, to maximise awareness to the general public, local residents and business affected well in advance. - Evidence based staged reviews to ensure adherence to the agreed criteria. - Adequate contingency planning is in place, supported by a robust risk register. 			
2	<p>The Cabinet Portfolio Holder receives evidence at key stages of the event planning process to ensure that the agreed conditions as set out in the agreed MoU are met.</p>			
3	<p>A post event meeting and evaluation is undertaken within a month of the event taking place and consider Legal Services involvement when legal issues are involved.</p>			
4	<p>Event organisers are asked to produce a detailed communication plan, at least 6 months before the event, in support of their application for a Temporary Traffic Regulation Order (TTRO) which seeks to consult and, where possible, engage the District, Town, Borough and Parish Councils.</p>			

APPENDIX A

Ref.	Recommendation	Cabinet Response	By Who?	By When?
5	Ensure that the Ironman hotline, Dorset County Council Traffic Control centre and event Control centre work in a fully integrated manner.			
6	Review and refresh practices, systems and training needs relating to legal and practical processes and requirements.			