

Jurassic Fields Music Festival 2023
Event Safety Management Plan



Event Safety Management Plan

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Event Overview

Jurassic Fields Music Festival 2023 is music festival being organised by Dan Broom and Jamie Isaacs of Jurassic Fields Productions Limited.

Jurassic Fields Productions Limited has a premises license for up to 5,000 people including customers, staff, performers and emergency services although only 2500-3000 are anticipated this year. Dan Broom will be the Designated Premises Supervisor.

Event Dates – 14th to 16th July 2023

Ticket Pricing Structure:

Friday Day Pass Adult	£30
Adult 66 and Over	£20
Accessible	£20
Child 16-17	£30
Child 11-15 (Accompanied by an adult)	£20
Children 0-10 Free (Accompanied by an adult)	

Saturday Day Pass Adult £30	
Adult 66 and Over	£20
Accessible	£20
Child 16-17	£30
Child 11-15 (Accompanied by an adult)	£20
Children 0-10 Free (Accompanied by an adult)	

Sunday Day Pass Adult £30	
Adult 66 and Over	£20
Accessible	£20
Child 16-17	£30
Child 11-15 (Accompanied by an adult)	£20
Children 0-10 Free (Accompanied by an adult)	

Weekend Pass Adult	£75 in Advance
Adult 66 and Over	£45 in Advance
Accessible	£45 in Advance
Child 16-17	£75 in Advance
Child 11-15 (Accompanied by an adult)	£45 in Advance
Children 0-10 Free (Accompanied by an adult)	

There will be no Tickets sales on the gate.

The Jurassic Fields Productions Limited has been organised with the intention of providing a safe, clean and professional atmosphere. The 7 acre site will contain the following:

- Drinking water supplies
- Lighting
- Toilets

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- A collection of retail stalls
- Catering providers – outlets providing a variety of food and soft drinks
- Bars – 2 outside bars. A small backstage bar (VIP) will also be provided
- The Main Stage Venue – a 42' x 28' stage fully covered
- The Second Stage Venue – a 24' x 16' stage fully covered by a Big Top
- The Third Stage Venue – a 16m Diameter Big Top
- Dedicated children's entertainment area

The Car park

- Parking for Camping
- Parking for Day Visitors
- Parking for disabled guests
- Parking for production
- Parking for Performers
- Parking for Emergency Vehicles
- Drop off and pick points for Buses/Taxis

The festival is marketed towards people of all ages and provisions will be made for families, to allow them to make the most of the festival. All venues will stop playing live music by 23:00 on Friday and Saturday and 22:00 on Sunday

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Event Personnel

The Festival will be staffed by contractors and managers with experience from the events industry.

Event Director (Jamie Isaacs & Dan Broom)

- Overall accountability for the festival
- Management of the event including planning, operating and implementing the event
- Planning the layout of the site, in a way that all official parties agree will be conducive to a safe environment
- To liaise with West Dorset's Safety Advisory Group (SAG), Emergency Services, and the Event Safety Officer
- Ensure all employees and contractors to carry out their responsibilities in a way that will comply with all requests and stipulations made by any relevant authorities
- To create an Emergency Operations Plan
- Ensure sufficient resources are made available for the safe presentation of the event

Designated Premises (Dan Broom)

- Oversee all matters relating to the supply of alcohol
- To ensure that the objectives of the Premises Licence and SAG are upheld and adhered to
- To train all staff serving alcohol

Production Manager (Will be supplied by JSW Entertainment Group)

- Assist Event Director in planning, operating and implementing the event
- To be present at all CDC SAG meetings, and keep up to date of all policies and procedures related to the event
- Ensure that all accidents or incidents are reported
- To assist in ensuring all employees, contractors and traders carry out their responsibilities in a way that will comply with all requests and stipulations made by all relevant authorities
- Be in full knowledge of the Emergency Operations Plan
- To assist in ensuring that all objectives of the Premises Licence and CDC SAG are upheld and adhered to
- To assist in ensuring all venues throughout the event are fully operational and running in accordance to plan
- To Assist in the enactment of emergency procedures
- Ensure all management and contractors are adhering to all relevant codes and requirements

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Facilities Manager (Will be supplied by JSW Entertainment Group)

- Co-ordinate all event staff including The Security and Stewards , The Staging Team, The Litter Management Team, The Medical Team and The Bars. They will also directly manage the Guest Services (information) Tent, The Guest Services Employees and also the Ticket Staff
- Ensure briefing of staff regarding the event, procedures and protocols
- To make the Event Director and other teams aware of any issues that will affect the safety of any individuals
- Ensuring any incident is followed through in the appropriate manner
- To make regular and concise safety inspections
- Liaise with all traders, emergency services, and contractors to enable a clear line of communication between all parties
- To ensure that the objectives of the Premises Licence, or SAG are upheld and adhered to

Event Safety Officer (Will be supplied by JSW Entertainment Group)

- To advise the Event Director on issues relating to the health and safety of contractors, employees and the public
- To assist with the development of the Event Safety Management Plan
- Oversee development of suitable contingency and emergency plans
- Assist in conducting suitable event risk assessments
- Assist in the selection of suitable contractors, (collation of health and safety documentation etc)
- Conduct safety monitoring inspections prior to, during and after the event, including obtaining Sign-off and Completion Certificates where appropriate
- Monitoring work activities carried out by event suppliers and ensuring safe working practices are being followed
- In consultation with the Event Director, to take such actions as deemed necessary to ensure compliance with statutory health and safety duties
- Maintain a record of incidents, accidents and so on
- Ensure any incident or accident is appropriately reported, logged and investigated (including any reporting that may be required under RIDDOR)

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Security and Stewards Manager (To be supplied by the security contractor)

- Compile a crowd safety management plan; including staff deployment, identification of all key staff locations etc and a staff positioning plan that will indicate the numbers of security and staff, including where they will be, and when they will be there
- To assist in the enactment of emergency procedures
- Ensure the provision of competent and qualified security and stewarding personnel to carry out their duties
- Assist the Event Director in meeting the licence objectives
- To provide the appropriate number of fully trained and accredited staff
- Ensure any incident is followed through in the appropriate manner
- To make the Facilities Manager aware of any issues that will affect the safety of any individuals
- To ensure that the objectives of the Premises Licence, and CDC SAG are upheld and adhered to
- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios
- Must be wholly compliant with the Management of Health and Safety at Work Regulations

Security Personnel (To be supplied by the security contractor)

- To ensure public safety at all times
- To protect guests, staff and contractors present at the event
- To protect all property, equipment, and vehicles on site
- To make the Security and Stewards Manager aware of any issues that will affect the safety of any individuals
- To carry out searches of guests and property when deemed necessary
- Observe any guests on site not wearing the correct wristband, and carry out appropriate action
- Be familiar with the location of their nearest exits, muster points and procedures to follow in the event of an evacuation of their area or the whole festival site
- To protect the surrounding area from any anti social or illegal activity connected to the occurrence of the event
- Be readily identifiable in the event of an incident
- Assist with gathering information / statements in the event of an accident or incident
- To present a professional image at all times
- Feedback all observations made by themselves or staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager, Event Safety Officer, Emergency Services and Event Director whenever it is deemed necessary in normal and emergency scenarios

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- To ensure all policies of the event are adhered to and followed

Senior Stewards (To be supplied by the security contractor)

- To ensure public safety at all times
- Lead a team of Stewards to ensure all team members comply to their responsibilities
- To stay in permanent contact with team members
- To make the Security and Stewards Manager aware of any issues that will affect the safety of any individuals
- To act as a point of contact and information for all guests
- Conduct the movement of guests at various points around the site in all eventualities
- Ensure all stewards are visible and contactable at all times by other members of the Festival team and guests
- Check wrist bands at entry points and observe any guests on site not wearing the correct wristbands
- Operate counting systems on entrances to capacity limited venues
- To present a professional image at all times Be familiar with the location of their nearest exits, muster points and procedures to follow in the event of an evacuation of their area or the whole festival site
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Services Manager, Event Safety Officer, Emergency Services, and Director whenever it is deemed necessary in normal and emergency scenarios
- Be visible to members of the public
- To ensure all policies of the event are adhered to and followed

Stewards (To be supplied by the security contractor & Jurassic Fields Productions Limited)

- To present a professional image at all times
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios
- Be familiar with the location of their nearest exits, muster points and procedures to follow in the event of an evacuation of their area or the whole festival site
- Advise the festival organisers of any identified hazards or issues which may have the potential to cause harm
- To make the Senior Stewards aware of any issues that will affect the safety of any individuals
- To ensure public safety at all times
- Act as a point of contact and information for the public
- Conduct the movement of guests at various points around the site
- Ensure they are visible and contactable at all times by other members of the festival team, and members of the public
- Check tickets at entry points, and observe any guests on site not wearing the correct wrist bands
- Operate counting systems on entrances to capacity limited venues
Must be wholly compliant with the Management of Health and Safety at Work

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Regulations

The number of stewards will be determined through discussions between Jurassic Fields Productions Limited, SAG, and the Security Provider. The Stewards will operate in teams which will be headed up by a Senior Steward.

Box Office Manager (Boo Carson)

- Manage all ticket and Guest Services staff
- Advise Security Personnel of any potential issues regarding members of the public, threat to staff etc
- Establish safe procedures for cash handling and transportation of ticket money
- Address any ticketing issues at entrant points and all admission issues
- Ensure timely movement of entrance queues to keep waiting times to a minimum
- Address and deal with any issues regarding guest identification
- Ensure all entrance procedures are adhered to at all times
- Ensure smooth running of guest exit procedure throughout festival
- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios
- To make the Facilities Manager aware of any issues that will affect the safety of any individuals
- Act as an information point for all guests

Ticket Staff (will be directly employed by Jurassic Fields Productions Limited)

- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios
- To make the Facilities Manager aware of any issues that will affect the safety of any individuals
- Carryout age verification checks
- Have full knowledge of wristband systems
- Ensure guests waiting times are kept to a minimal

Guest Services Staff (will be directly employed by Jurassic Fields Music Productions Limited)

- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment

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- To be in full knowledge of the Emergency Operations Plan To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios
- Report any accidents or incidents to their manager
- To make the Facilities Manager aware of any issues that will affect the safety of any individuals
- Act as an information point for all guests
- Be DBS (Enhanced Disclosure) checked to allow for care of missing children
- Have a complete knowledge of the area, festival and any additional information that may help guests
- Be available to assist all guests with any issue / query and follow escalation procedures to resolve issues
- Aiding the reunification of lost people / children / property
- Answering any questions that may arise from guests
- Feeding back any frequently asked questions to the Facilities Manager, Production Manager, to enable them to alleviate any reoccurring issues
- Helping any guests with queries or issues

The Guest Services staff will be staffing a tent within the event perimeter, which will allow guests a permanent and recognisable point of contact. The staffing levels will be set between 2-3 people at any given time, whilst the event is open to guests.

Medical Team (R.E.M.S)

- To care for all medical needs and requirements of guests, staff, and contractors/traders
- Raise any common re-occurrence of incident / illness to the Facilities Manager or Event Safety Officer
- To de-brief event control at 23:00 of medical issues occurred
- Conduct a suitable medical risk assessment for the event to identify specific medical requirements for the festival
- Provide qualified and competent medical staff
- Advise the Event Safety Officer/Event Director of any patterns in reported accidents/incidents
- Alert Event Control Manager of any major injury, death, or need of ambulance
- Alert Facilities Manager of any guest involved in any form of anti-social behaviour
- Comply with all relevant regulations and certification
- Work closely with security team to ensure guest and staff safety at all times
- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios

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Noise Consultant (Will be supplied by JSW Entertainment Group)

- Ensure compliance with Noise Management Plan
- To assist with ensuring all mandatory noise warning signage and hearing protection are displayed and available in high noise areas
- Conduct routine noise level checks at designated point in accordance with Noise Management Policy
- Advise Security and Stewards Manager of any crowds/individuals producing excessive noise
- Uphold License objectives relating to Noise and Nuisance
- Manage sound technicians to ensure noise levels are not being exceeded
- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager,
- Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios

Stage Manager (Will be supplied by JSW Entertainment Group)

- Ensure all equipment remains in control of Jurassic Fields Productions Limited
- Manage all Lighting, Site, Sound and Stage technicians
- To ensure all technicians are compliant with all policies
- To ensure all stage technicians and staff are familiar with the emergency procedures
- Develop the Show Stop procedure, and ensure acts/managers are familiar with the procedure
- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios

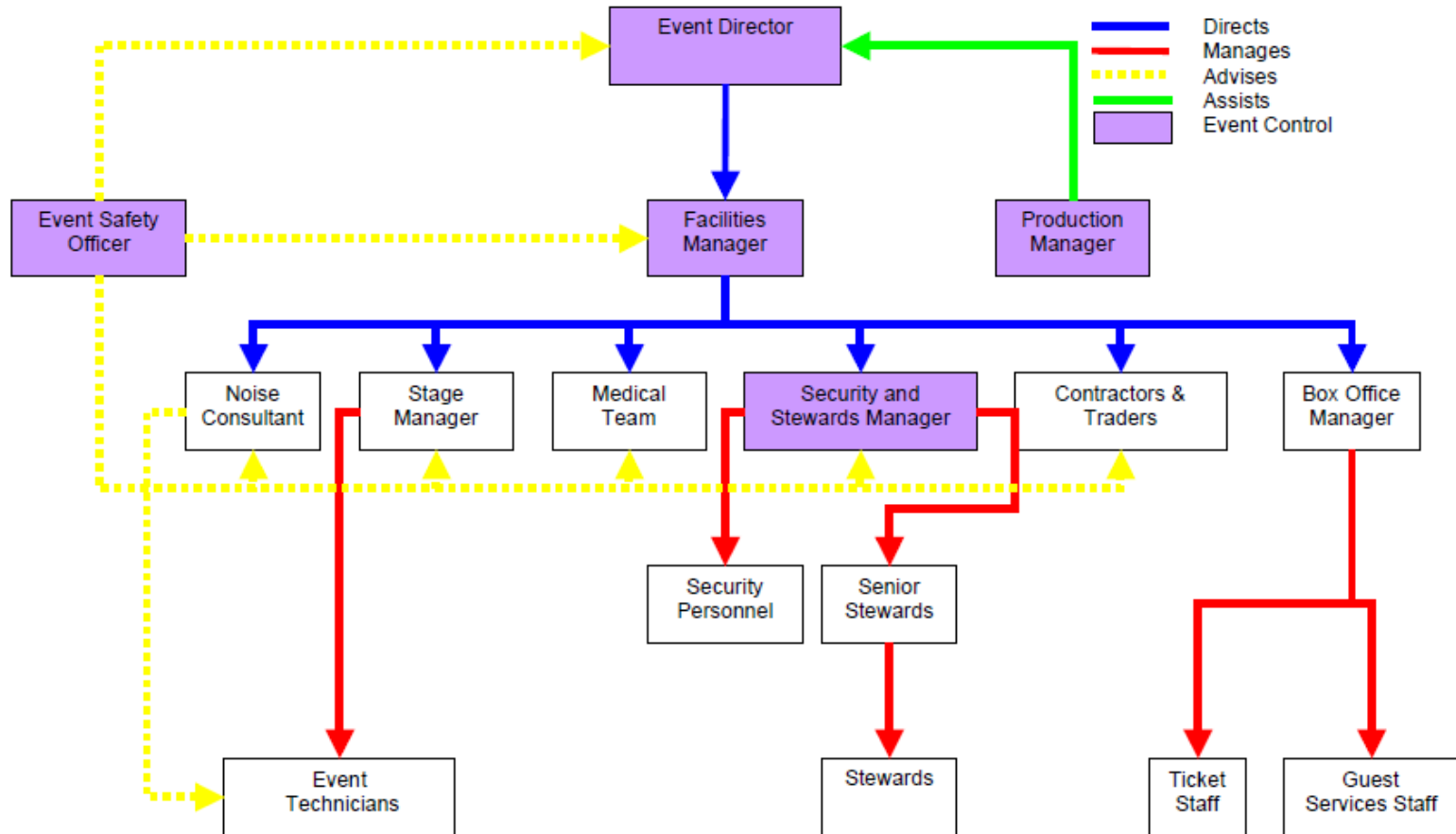
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Event Technicians (Will be supplied by JSW Entertainment Group)

- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To be familiar with, and follow the festival site safety rules
- To be familiar with the procedures to follow in an emergency
- To assist and support the Noise Consultant, Facilities Manager, Production Manager, Security and Stewards Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios
- To make the Facilities Manager aware of any issues that will affect the safety of any individuals
- Act as an information point for all guests
- To be fully trained, and familiar with all equipment they will install and operate
Ensure that the operation of any equipment supports the arrangements made between the festival and the local authorities
- Must be wholly compliant with the Management of Health and Safety at Work Regulations
- To ensure all equipment and facilities on site are maintained and working
- To present a professional image at all times
- Feedback all observations made by staff that may help discourage an unsafe environment
- To be in full knowledge of the Emergency Operations Plan
- To assist and support the Facilities Manager, Production Manager, Security and Stewards Manager, Emergency Services and Event Director whenever they deem necessary, in normal and emergency scenarios

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Management Structure



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Event Safety Planning and Management

Jurassic Fields Productions Limited is absolutely committed to meeting obligations under the Management of Health and Safety at Work Regulations and the core objectives of the Licensing Act and will work alongside event safety management professionals to ensure this happens.

The Health and Safety of Guests, Staff and Contractors are of paramount importance to Jurassic Fields Productions Limited and it is the policy of the festival to comply with and promote all legislation and guidance in this area, where possible. Jurassic Fields Productions Limited will conduct itself using the guidance laid out in The Event Safety Guide (HSG195) where possible.

Jurassic Fields Productions Limited will have the following insurance liability levels:-

Employers Liability - £10,000,000 (GBP)

Public Liability - £10,000,000 (GBP)

All contractors and traders will supply copies of their Public Liability cover as well as their Employee Liability cover (if necessary) which will be filed and kept in the festivals Event Safety File.

The responsibility of the Health and Safety of all people on the site during the build, festival, and breakdown will be that of Jamie Isaacs, he will take guidance laid out in The Event Safety Guide (HSG195)

The Pre-Production Phase

During pre-production the festival team will meet with all the authorities, contractors, and advisors as often as necessary to create an environment that our guests will be safe and they will enjoy.

The Build Phase

The Build Phase will commence on 04/07/2023 at 09:00. The responsibility of the Health and Safety of all people on the site during these phases will be that of Jamie Isaacs, he will take guidance laid out in The Event Safety Guide (HSG195)

All risk assessments would have been carried out in advance, but Jurassic Fields Productions Limited expect some minor alterations to be made on site. These will be noted and recorded in the Event Safety File. All contractors providing services at the festival will be expected to forward the following documentation prior to starting work on site:-

- Copy of public and employers liability insurance certificate
- Risk assessments and method statements relating to their on-site activities
- Structural calculations (where applicable)
- Company policy statement etc

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Jurassic Fields Productions Limited will have already instated the drinking water points by this time, and will be providing toilets. Upon further discussions with contractors, the need for accommodation and food will be established.

Whilst on site all contractors and workers will conform to guidance set out in HSG195 (The Event Safety Guide), Regulatory Reform (Fire Safety) order 2005, and other associated regulation and guidance.

The Event Safety Officer will inspect each temporary structure (with the aid of the contractor who erected it) and examine all engineering certification, and insurances related to the structure, before they sign off the structure. This will be recorded and filed in the Event Safety File.

Before the public are allowed to enter the site, the Event Safety Officer and one member of Event Control will tour the site and inspect all provisions made by Jurassic Fields Music Festivals. If all members of Event Control are happy that the site is in a safe and proper state, then all members of the team will sign off the site prior to any members of the public being given access.

Jurassic Fields Productions Limited will consult all contractors prior to the Event to consider weather conditions and the effects on their progress regarding their individual contracts. Once the fixed weather pattern at the time becomes clear, Jurassic Fields Productions Limited will re-visit the Build Schedule to incorporate the contractor's needs. No contractors or employees will be asked to work in unsafe conditions.

All vehicle movements will be monitored and everyone on site will be wearing high visibility clothing.

All contractors providing services at the festival will be expected to forward the following documentation prior to starting work on site:-

- Copy of public and employers liability insurance certificate
- Risk assessments and method statements relating to their on-site activities
- Structural calculations (where applicable)
- Company policy statement etc

The Event phase

Before any guests enter the site all pre-opening inspections will have been carried out and all Event Control members will have signed the site off. Security will be deployed as per the crowd safety management plan. Event control will be fully operational. Site inspections will be carried out on a regular basis, all welfare facilities will be operational and in place, and an audit will be carried out to ensure all resources are in place. The site will be free from potential hazards and all appropriate fire safety equipment will be in place.

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The Break Down Phase

The Event and all entertainment and retail will close at 22.00 on the 14/07/2023 with the guests leaving by 22.20 on the 14/07/2023, the contractors will begin break down once the site has been cleared of all members of the public and non-essential personnel. The site will be secured ensuring all members of the public have vacated before any heavy work commences. All vehicle movements will be monitored and everyone on site will be wearing high visibility clothing.

The entire site will be back to an acceptable condition of tidiness by 18:00 on 21/07/2023.

The Post-Production Phase

Jurassic Fields Productions Limited will consult with all contractors, employees and any other persons connected with the production of the Festival to operate a detailed debrief which will be recorded in note format to be used for future events.

Temporary Structures and Site Infrastructure

The Main Stage will be provided by OTP professional staging company.

The Second Stage will be provided by OTP, a professional staging company.

The Third Stage will be provided by JSW Entertainment, a professional staging company.

PA and lighting systems are all being provided by JHAV, a professional Sound and Lighting company.

The site will be lit by portable lighting masts with built in generators and festoon lighting. There will be appropriate site lighting in place during working operations and public opening periods in times of darkness. Access and egress routes will remain lit during dark hours until the site is vacated.

Lighting to the car park area Provided until 00.00 on the 16/07/2023

Temporary structures on site are :-

Main Stage (supplied by OTP)

Big Top – (Supplied by Boom Circus)

Third Stage – (Supplied by Boom Circus)

Guest Services Tent – (supplier VIP Marquees)

1 x Marquee/VIP Bar – (supplier VIP Marquees)

Event Control / Lighting Box / Disabled Viewing Platform - a purpose built structure (OTP)

Medical Station – (supplied by Town Council) – a gazebo

Market Stalls – Market Stalls will be supplied by the individual stall holders

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There will be two structures built for the following purposes:

- Event/Situation Control, Lighting and Video Box and Disabled viewing Platform – This structure will be set approximately 50 - 60 meters back from the Main Stage and will offer 3 facilities.
- An Event Control/Situation Room, sound proofed with the ability to view the site, it will house the radio base station and be staffed by the Event Safety Officer, Event Director, Facilities Manager or Security and Stewards Manager, (at least two managers will be present, but never all at the same time) at any time whilst the Event is open to guests
- The Lighting and Video Box, an operation room for the Main Stage Lighting and the visual mixer
- Disabled viewing platform, a ramped access viewing platform to allow disabled guests the ability to get an uninterrupted view of the stage. The platform will be set at 1m 50cm high

Jurassic Fields Productions Limited will work alongside the site owners to extend the existent water supply to various points, where water cannot be supplied to a required point then water bowsers will be brought in to cover the need.

Traffic Management Plan

Jurassic Fields Productions Limited will use a professional Traffic Management Company to facilitate the free movement of vehicles in the local vicinity, we are using The AA which is a leading supplier in this sector. A Detailed Traffic Management Plan is shown in Appendix 8

Guest Traffic Management

Guests will be arriving via various different forms of transport. It is Jurassic Fields Productions Limited policy to promote mass transport solutions. Jurassic Fields Productions Limited will obtain information from guests to establish how and when they expect to arrive at the site. Jurassic Field Productions will be attending SAG meetings to discuss and fine tune any traffic management concerns if any.

Emergency Traffic Management

There is one entrance point to the Festival site for emergency vehicles:

The entrance will allow entire site access to any emergency vehicle that may need to access the site. Removable fencing will be installed in the field from the Entrance to allow access to the entire event including the backstage area. A Perimeter 5M into the field will allow emergency vehicles full perimeter access of the site.

This routes will remain clear and unobstructed at all times, in the event of a vehicle needing access to the site, security will be immediately briefed to ensure that the entry point to be used by

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the vehicles are free and the vehicles let onto site immediately.

Site Traffic Management

During the Build Phase all traffic will enter the site via the Main Entrance. All site vehicles not directly involved with the running of the site will be removed from site before guests have arrived.

Once guests have arrived, then only vehicles involved in the maintenance of the site (i.e.: security vehicles, medics 4x4 vehicles, etc.) will be allowed to move, through prearranged, designated routes. Signage will display to the public that there is a risk of moving vehicles within the vicinity. And drivers will be imposed a 5mph maximum speed limit.

Any other vehicles wishing to enter or exit the site will have to wait until all guests have vacated the Event.

Any other vehicles, including production and artists parking, or vehicles making legitimate visits to the site will park on the other side of the festival boundary by the main gate, and will have to enter site on foot. If there is a reasonable need for vehicles to enter the backstage area then permits to do so will have to be applied for in advance, and they will only be able to pick up or drop off.

Fire Safety

Jurassic Fields Productions Limited place great importance on Fire Safety. Detailed fire risk assessments will be carried out including the identification of combustible fuels, ignition sources and public fire safety. There will be provisions of clearly identifiable fire points and signage, and appropriate fire safety equipment.

Crowd Management Plan

Crowd Management will be the direct responsibility of the Security and Stewards Manager. We will be using Insight to supply the Security.

The Security and Stewards Team will be made up as follows:

17:00 to 23:59 on 14/07/2023

- 2 x Security and Stewards Manager
- 4 x Security Personnel – Supervisors
- 12 x Security Personnel – Perimeter and surrounding area
- 2 x Security Personnel – Production area
- 20 x Stewards – Whole Site (8 on at all Times)

09:00 to 23:59 on 15/07/2023

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- 2 x Security and Stewards Manager
- 4 x Security Personnel – Supervisors
- 12 x Security Personnel – Perimeter and surrounding area
- 2 x Security Personnel – Production area
- 20 x Stewards – Whole Site (8 on at all Times)

09:00 to 22:59 on 16/07/2023

- 2 x Security and Stewards Manager
- 4 x Security Personnel – Supervisors
- 12 x Security Personnel – Perimeter and surrounding area
- 2 x Security Personnel – Production area
- 20 x Stewards – Whole Site (8 on at all Times)

The Event on Friday will commence on 14/07/2023 14:00 when the site opens and the first act playing at 15:00. The Closing Down Procedure is detailed below.

The main act will finish at 23.00 on the main stage. At this time the two bars will also shut. Security and Stewards will move Car Park Customers and Foot Pedestrians towards the main exit. A Taxi Rank will be made available at the main vehicle entrance.

The Event on Saturday will commence on 15/07/2023 11:00 when the site opens and the first act playing at 11:00. The Closing Down Procedure is detailed below.

The main act will finish at 23.00 on the main stage. At this time the two bars will also shut. Security and Stewards will move Car Park Customers and Foot Pedestrians towards the main exit. A Taxi Rank will be made available at the main vehicle entrance.

The Event on Sunday will commence on 16/07/2023 11:00 when the site opens and the first act playing at 11:00. The Closing Down Procedure is detailed below.

The main act will finish at 23.00 on the main stage. At this time the two bars will also shut. Security and Stewards will move Car Park Customers and Foot Pedestrians towards the main exit. A Taxi Rank will be made available at the main vehicle entrance.

Crowd dynamics

There are two enclosed venues which are the two big tops, these will be capacity controlled, and where capacity is reached, will operate a “one in one out” policy. When suppliers have been agreed and the layout of the venue established, Jurassic Fields Productions Limited will make the appropriate risk assessments of these three venues to establish their maximum capacities.

All venues will have stewards allocated to them to watch for unusual crowd dynamics, and anti social behaviour (crowd surfing, stage diving etc.)

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All artists will be presented with Jurassic Fields Productions Limited audience safety policy, which will detail how Jurassic Fields Productions Limited will expect them to behave with regards to aiding stewards in controlling the crowd and promoting a safe environment for the audience.

The roles of the Security and Stewards teams will be to provide a safe environment for the guests. This will include :-

Monitoring crowd movements, assessing crowd psychology and behaviour patterns.

All security and steward personnel will be uniformed and easily identifiable. They will have radio communications with their direct management as well as event control.

Entry and Exit of the audience

All exit routes and emergency service routes will be kept clear at all times, this will be the responsibility of the Security and Stewards team. No exit will be locked whilst guests are on site.

All emergency equipment (i.e. Fire extinguishers, alarms, emergency lighting, etc.) will be hired, and there will be a full sign off procedure before the venues are open to the public. The Security and Stewards Team will check emergency lighting, alarms and emergency exits of all venues prior to audience entry, and will report back to the Event Safety Officer after checks are complete. The Event Safety Officer will have the final say on whether the audience will be allowed access to the venues.

All exterior Gates will be clearly signposted using signs conforming to BS 5499. The signs will be elevated and attached to the fencing each side of the Exit Gate.

Opening Times

The audience will be allowed access to the Event 1 hour before any acts will start performing on stage. The Acts will finish 1 Hour before the site will be closed. Both measures have been taken to allow the guests enough time to enter and exit the Event before or after the acts commence.

All entrance Gates will be marshalled by at least 3 Stewards per gate for the first hour they are opened. This is to allow the guests to enter faster. Tickets will be exchanged for tamper proof wristbands. ID will be required where someone does not look over 25. A valid driving licence, passport or PROOF Card will be accepted. A wristband will be given to anyone over 18 for the optional purchase of alcohol. Security will also carry out spot checks at the gates to establish whether contraband goods are being brought to site.

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Ticketing Policies

The intention of Jurassic Fields Productions Limited is to sell most tickets prior to the event commencing. Jurassic Fields Productions Limited intends on doing this by using a professional marketing company and signing Headline bands who are known to the audience profile.

If Jurassic Fields Productions Limited do have to sell tickets on the gate then adequate staffing and security will be provided to cover this. The ticket price will be higher to discourage this eventuality.

See Appendix 2 for further information

Admission Policy

Jurassic Fields Productions Limited will not allow entry to any person deemed to be under the influence of Drugs, or in excess of alcohol

Any person refusing to allow security to make a proper search of their person or possessions will be refused access

Any person refusing to allow security to act in a manner they deem fit and proper will be refused access

Any person found to be acting in an illegal manner will be removed from the site and refused access

A process for illegal activity or offences will be created by the Security and Stewards Manager in conjunction with Dorset Police

Searches

Searches will only be carried out by SIA accredited personnel. Searches will be random and for the purpose of confiscation or seizure of contraband items.

The full list of contraband items will be advertised on the website and tickets. Security and Stewards team will create a process with Dorset Police for the handing over of illegal goods etc.

PA

Jurassic Fields Productions Limited will retain overall control of the PA systems on site. In an emergency these systems will be used to inform guests of the situation, and how Jurassic Fields Productions Limited wish them to proceed.

Professional Capabilities

All Security Personnel will be supplied and overseen by one company, the company will be a professional security company, preferably known to the local authorities (Insight).

They will have a back catalogue of work in similar events and provide copies of all accreditation and training certification to the Event Safety File.

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Medical, Ambulance and First Aid

The medical requirements of the festival have been identified by R.E.M.S Services and for 2000 people an ambulance, 2 Crew Members and 2 First Aid Personnel will be provided. They will be onsite from 1330 to 2300 on 14th July 2023, 1030 until 2330 on 15th July 2023 and from 1030 until 2230 on 16th July 2023

We also have a number of qualified First Aiders who are volunteers at the festival.

The Medical Team will be based in an identifiable medical tent/triage area at the event supplied with power and water. Clear routes for ambulances and medical staff shall be maintained, medical points will be clearly signed, and medical personnel will have radio contact with Event Control.

The assessment of medical provisions will be made using HSG195 - The Event Safety Guide pages 113 – 124 and discussed with SAG and the relevant authorities before an agreement is made

Sanitary and Welfare

Jurassic Fields Productions Limited are committed to providing a high standard of toilet and welfare facilities at the festival and shall ensure that the level of provision is above that as advised in the event safety guide. The toilets will be clearly signed, cleaned, maintained, and emptied by the toilet providers. Jurassic Fields Productions Limited plan on providing the following:

Festival Area

- 10 Female WC
- 4 Male WC
- 20 Male Urinal
- 1 Disabled Facilities

Staff Area

- 3 Female WC
- 1 Male WC
- 3 Male Urinal
- 1 Disabled Facility

Total

- 13 Female WC
- 5 Male WC
- 23 Male Urinal
- 2 Disabled Facilities

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Following appointment of the toilet contractor, all safety related information, including details for emptying / COSHH assessments shall be available for inspection. The toilet provider will also be responsible for ensuring water qualities within the toilets, and will create procedure to ensure that regular checks are made.

Litter and Waste

Jurassic Fields Productions Limited intends on recycling as much of the site litter as possible, all traders will be encouraged to use recyclable containers and packaging where possible. A Litter Management Company will be employed to keep the site free from litter throughout the event. There will also be the team who will do the final clear downs of the site. Jurassic Fields Music Productions Limited plans to store all recycling and litter on site and remove after the event has finished.

All waste removed from the toilets will be dealt with by the contractor; they will supply copies of all the relevant paperwork to the Event Safety File.

All traders will use the litter facilities on site and will also keep the area directly surrounding their pitch litter free throughout the event. Any waste/litter created that cannot be handled by the Litter Management team (cooking oil etc.) will have to be removed and dealt with in a responsible manner.

There will be bins and waste receptacles for both recyclable and general waste throughout the Site.

There will be provisions made within the production area for Traders to dispose of waste.

Radio Distribution and Procedure

Portable UHF or VHF (frequency range TBC) radios will be held by the following members of the Event Team:

Event Director	Channel 1
Event Safety Officer	Channel 3
Facilities Manager	Channel 1
Security and Stewards Manager	Channel 3
Noise Consultant	Channel 1
Stage Manager	Channel 1
Medical Team	Channel 3
Some Contractors	Channels TBC
Security Personnel	Channel 2
Senior Stewards	Channel 3
Box Office Manager	Channel 1
Sound Technicians	Channel 1
Event Control	Channel 1
Bar Manager	Channel 4

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Radios will be on continuously when the Event is open to the guests, there will be a room where spare batteries, ear pieces or radios can be obtained, and the charging stations will also be there.

Radio operators will use in ear speakers to allow better hearing and minimise the risk of public panic. When referring to fire the phrase used will be “condition black”, when referring to a suspect package or possible bomb, the phrase will be “condition purple”.

Emergency Procedure and Protocol

Jurassic Fields Productions Limited will set up an Event and Incident control room, which will be staffed from 14.00 until 23.59 on 14/07/2023 and from 09.00 until 23.59 on the 15-16/07/2023. A full emergency procedure and protocol manual will be created including flow charts to simplify process to be followed in the event of an emergency.

The Event and Incident control room will be equipped with :-

- The main radio base station
- Emergency contact mobile phones, (the phone numbers for them will be circulated to all emergency services, staff and contractors prior to the event, Phone 1 will be the first to be tried, then phone 2.
- 1 X Residents contact mobile phone (for noise problems or any other incidents that may occur off site due to the event
- The Event Safety File
- The Event Incident File
- The Incident and Emergencies Procedure

The Event and Incident control room will always be staffed by the Event Safety Officer, Event Director, Facilities Manager, Production Manager, or Security and Stewards Manager, (at least two managers will be present, but never all at the same time) whilst the Event is open to the guests. All of these people will be on site and contactable at all times when the Event is open. All incidents on site will be reported up the Management Structure and recorded/actioned if necessary.

Jurassic Fields Productions Limited envisages that a member of the Security and Stewards team will be most likely to be first on scene of any incident. Any incident will be treated as a fluidic scenario and treated individually based on its own merits. All Event personnel will follow these guidelines :-

- Make communication with the nearest available Radio Operator (in most cases the radio operator will be a more senior member of staff)
- When approaching any incident make an assessment of the scenario and communicate it to Event Control...Await instructions
- Be aware of hidden dangers when approaching any incident
- Always put the safety of the guests and staff above all other things
- Do not use radios, or mobile phones within 15m of an unattended or suspect package

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Once a clear understanding of the incident has been established by Event Control they will assess the incident and decide on the level of response needed.

Where possible, Event Control will use the resources at hand to handle the incident. The decision to request assistance from the emergency services will be made by Event Control. In the absence of Event Control the responsibility of the site and its guests and staff, will be taken over by the next available manager in this sequence :-

- The Event Director
- The Facilities Manager
- The Event Safety Officer
- The Security and Stewards Manager

If Event Control has lost the ability to operate, then the next available manager will move Event Control to the other location. If this possibility were to occur then a similar announcement to this would be made through the radio channels:

Evacuation Procedure

If it has been determined that a localised area, venue, site wide evacuation is required, the following steps shall be taken:

Localised Area Evacuation

- Alertness conditions will be announced over the radio allowing everyone to know that an incident is in occurrence, to follow instructions from Event Control, and to be prepared to implement the emergency operations plans, and maintain radio silence
- Event Control will contact the emergency services and remain in contact, giving concise and up to date information
- The Security and Stewards Manager or Event Safety Officer will be deployed to the site of incident to investigate and report back details to event control
- The Security and Stewards Manager will deploy personnel to strategic locations to ensure the guests and staff are protected from the incident
- The Security and Stewards team will use the megaphones to direct the guests, contractors, traders and staff to the nearest fire exit
- The Security and Stewards will be deployed to all useable and available exits
- Event control will instruct the use of the PA systems within the area and the video screen on stage if applicable to relay information to the public
- Event Control will stop any gates in the area from allowing any more guests into the incident site
- If the emergency services deem it necessary to attend, then Event Control will liaise with their incident commander. All resources at hand will be offered to the Emergency Services, and they will be able to control the site if they see fit
Stewards will be positioned to cordon the area preventing any members of the public access to the incident site

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- Re-admittance to an evacuated area will only be allowed when all the Event Control personnel are happy that the area is safe. If the evacuation was of a serious nature and involved one or more of the Emergency Services, then permission to re-enter would have to be given by them first

Venue Evacuation

- Alertness conditions will be announced over the radio allowing everyone to know that an incident is in occurrence, to follow instructions from Event Control, and to be prepared to implement the emergency operations plans, and maintain radio silence
- Event Control will contact the emergency services and remain in contact, giving concise and up to date information
- The Security and Stewards Manager or Event Safety Officer will be deployed to the site of incident to investigate and report back details to event control
- The Security and Stewards Manager will deploy personnel to strategic locations to ensure the guests and staff are protected from the incident
- Stewards will move to open all emergency exits and ensure instigation of emergency lighting
- The Security and Stewards team will use the megaphones to direct the guests, contractors, traders and staff to the nearest fire exit
- The Security and Stewards will be deployed to all useable and available exits in the event of an incident requiring evacuation
- Event control will instruct the use of the PA systems within the venue and the video screen on stage if applicable to relay information to the public
- If the emergency services deem it necessary to attend, then Event Control will liaise with their incident commander. All resources at hand will be offered to the Emergency Services, and they will be able to control the site if they see fit
- Re-admittance to an evacuated area will only be allowed when all the Event Control personnel are happy that the area is safe. If the evacuation was of a serious nature and involved one or more of the Emergency Services, then permission to re-enter would have to be given by them first

Site Wide Evacuation

- Alertness conditions will be announced over the radio allowing everyone to know that an incident is in occurrence, to follow instructions from Event Control, and to be prepared to implement the emergency operations plans, and maintain radio silence
- Event Control will contact the emergency services and remain in contact, giving concise and up to date information
- The Security and Stewards Manager or Event Safety Officer will be deployed to the site of incident to investigate and report back details to event control
- The Security and Stewards Manager will deploy personnel to strategic locations to ensure the guests and staff are protected from the incident
- Stewards will move to open all emergency exits and ensure instigation of emergency lighting

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- The Security and Stewards team will use the megaphones to direct the guests, contractors, traders and staff to the nearest fire exit
- The Security and Stewards will be deployed to all useable and available exits in the event of an incident requiring evacuation
- Event control will instruct the use of the PA systems around the site and the video screen on stage where necessary to relay information to the public
- Event Control will stop any gates from allowing any more guests into the site
- Event Control will liaise with the Emergency Services Incident Commander. All resources at hand will be offered to the Emergency Services, and they will be able to control the site if they see fit
- Re-admittance to an evacuated area will only be allowed when all the Event Control personnel are happy that the area is safe. If the evacuation was of a serious nature and involved one or more of the Emergency Services, then permission to re-enter would have to be given by them first

Major Incidents

Jurassic Fields Productions Limited will deal with any incidents it feels are within the capabilities of the resources on site. Jurassic Fields Productions Limited will view an incident as major, if it believes it needs to rely on the resources of the emergency services. Jurassic Fields Productions Limited will place all necessary resources to be available for the emergency services in the event of a major incident.

There will be a catalogue of pre-scripted and pre-recorded announcements for incidents such as; Bomb threat, Fire or Explosion, Localised Evacuation, Complete Evacuation, Temporary Evacuation.

If during the Festival an incident occurs that results in an investigation, Jurassic Fields Productions Limited will do everything in its power to aid that investigation.

Media Management

In the event of a serious incident, Jurassic Fields Productions Limited understands the importance of a clear and united message. All staff and contractors will complete an agreement in where it states that they will seek consultation with the Event Director, or their representatives before speaking with any members of the media industry. Either the Event Director or an appointed Public Relations Manager will make any necessary media announcements, and in the event of a major incident all media announcements will be jointly made with Dorset Police PR department. No other staff will be permitted to speak to, or liaise with the media in the event of an incident.

Jurassic Fields Productions Limited will be inviting members of local media sources to the Event, but do not expect a large media presence at the festival.

Jurassic Fields Productions Limited will be happy to take advice and guidance from the emergency services to help unify any public message that may need to be conveyed.

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Event Risk Assessments

Jurassic Fields Productions Limited undertakes to adopt and implement all relevant aspects of published guidance on event safety; including HSG195 Event Safety Guide, HSG154 Managing Crowds Safely, IStructE Temporary Demountable Structures, Sound Advice and so on. We will provide documentary evidence of how we shall meet the licensing objectives and shall co-operate with Council Officers and representatives of the Emergency Services to ensure that all stakeholders and enforcing agencies are satisfied with progress towards final delivery of the event.

Jurassic Fields Productions Limited are absolutely committed to meeting obligations under the Management of Health and Safety at Work Regulations and the core objectives of the Licensing Act, and to this end have engaged event safety management professionals to work alongside the Organisers. Our commitment is to ensure that all documentation and risk controls are available and implemented in a timely manner.

Alcohol Policy

Jurassic Fields Productions Limited is committed to ensuring a safe and well spirited Festival, Jurassic Fields Productions Limited understands that at the centre of this commitment is a fair and productive alcohol policy which will encourage responsible drinking.

As previously mentioned Jurassic Fields Productions Limited will be implementing an Alcohol Purchase wrist band system, this wristband will be given to any guest who is confirmed as being over the age of 18 years old. Most wrist bands will be distributed at the entrance, and as they are tamperproof they will last the whole event.

No bar will sell alcohol to anyone (no matter how old they are) without a wristband.

The bars will also confiscate the bands from anyone :-

- Acting in a disruptive or abusive manner whilst under the influence of alcohol
- Purchasing alcohol for the consumption of a minor
- Purchasing alcohol for someone who has been refused for being in excess of alcohol

Bars will only allow 4 alcoholic drinks to be purchased at once. All drinks sold at the event will be in open paper or plastic containers.

Stewards will report to bar managers if they see any guest who they believe may be approaching an excess of alcohol, so the bar managers can deal with any problems arising, before the guest is refused service.

The Two Bars will cease trading at 23.00 on 14/07/2023 and 15/07/2023 and 22.00 on 16/07/2023

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Jurassic Fields Productions Limited will be complying to Challenge 25, so will only accept the following forms of identification; Passport, Photo card section of a Driving license or an identity carrying the “PASS” hologram.

Terror Threat

Jurassic Fields Productions Limited will be ensuring that the threat of a terror attack on the festival is part of our safety assessments.

Jurassic Fields Productions Limited would like to work alongside the relevant authorities to ensure intelligence and information is being passed, used and acted upon in an appropriate way.

All of the Security and Stewards Team will remain vigilant and alert to any threat on public safety.

Extreme Weather Policy

5 Days before the festival the Organisers will consult both Bridport Town Council and The Met Office in order to assess the possibility of any Extreme Weather in the build up and on the day of the festival.

If extreme weather occurring is a possibility it will continue to be monitored and a decision on whether the festival will go ahead or not will be decided by the parties 2 days before the festival.

If the festival is deemed unsafe to go ahead then the event will be cancelled and all parties will be informed of the cancellation through phone calls and electronic means. For people who have purchased tickets again they will be notified by electronic means and advertising in local media. Details of refunding will be provided.

Extreme Weather Causing Cancellation

The event will be cancelled if danger to life is predicted through flooding of the festival site. Also if high winds are forecast that could cause a danger to life from any structural part of the infrastructure then it will also be cancelled.

Extreme Weather Causing Precautions

If extreme weather is forecast through air temperature then precautions will be made to prevent all parties on the site from suffering from the extreme temperatures. If deemed the temperature is extraordinarily cold then heat will be provided to areas of the site where available. If deemed extraordinarily hot extra provisions of water will be made as well as sun cream. Advice will also be displayed around the site reminding people of the best practices in such conditions.

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Noise Management Plan

The Event shall not take place before a Noise Management Plan (NMP) has been submitted to West Dorset District Council, 2 months prior to the Event. The NMP shall specify the provisions to be made for the control of noise at this event. Thereafter, the Event shall not commence until the approved scheme has been fully implemented.

Signage

Signage will be placed around the entire site, to aid guests. The signage will determine the position of all relevant facilities, venues, and points of interest. All signage will conform in style and all signage will be visible.

Drugs and Illegal Behaviour Policy

Jurassic Fields Productions Limited understands the dangers of drugs and will take steps to control the entry and use of illegal substances on site. We will liaise with Dorset Police to create the most practical and productive drugs policy possible to us.

The same steps will be taken with regard to illegal behaviour. Jurassic Fields Productions Limited aspires to create a fun environment in a responsible fashion.

The security drugs policy is shown in Appendix 6

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CAMPSITE

Jurassic Fields campsite is situated off the field next to Broomhills off the A35. This field is used yearly as an access field for parking for the Melplash Show in August which attracts over 20,000 people so we believe that access to the site on a small scale will be very manageable.

The distance via public footpaths to the festival is approx 200m using public footpaths and. Footpaths will be well signposted and lit with festoon. Stewards will also direct customers during the hours of 22.00 to 24.00

No Pedestrian access will be allowed to the A35. The Gates will be manned 24/7 while the campsite is open and will be strictly vehicle only. The pedestrian route will be well signposted.

The festival runs from 14.00-23.00 on 14th July, 11.00-23.00 on 15th July and 11.00-22.00 on 16th July. The campsite will open on 13th July to allow a staggered access to site for all campers. The campsite will remain open until the morning of 17th July and stewards will manage traffic leaving the field to ensure no congestion occurs at the Broomhill's Traffic Lights. Ticket Holders will follow the directions given in their information pack and follow the colour coded AA Signs to the campsite. Site Traffic and Public Parking will also be colour coded on the signs.

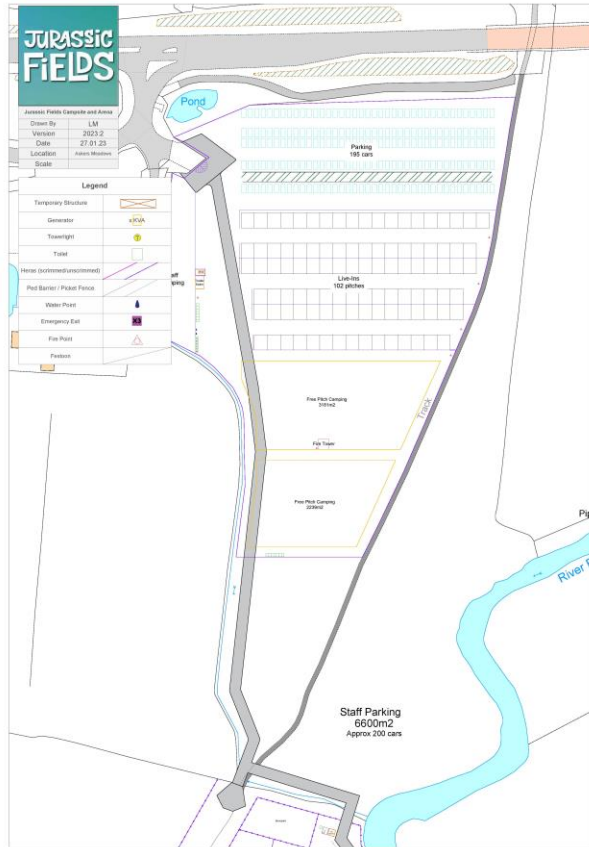
On Arrival Campers will park in the arrival bays and report to the onsite office to pick up their passes and be security checked before entering the campsite.

The Campsite has been measured and setup to comfortably provided camping for up to 500 Campers and 250 live in vehicles although do not envisage anywhere near the capacity this year. Last year the previous campsite provided camping for 150 campers and 30 live in vehicles.

The campsite will be segmented off into Camping Parking, Live In Vehicle bays and camping. As with previous years these segments will be bordered with sand bags to stop any vehicular access to the camping segment.

The Campsite will be perimetered with Heras Fencing shown in the diagram below

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The site will be lit with Festoon lighting and site lights in key locations but will be ambient to reduce light pollution. These will be powered by a generator stored in a secure compound and monitored by our electrical team.

The Site will have 24 Hour security along with stewarding. The numbers will depend on the capacity but will be compliant with the recommended standard requirements.

Fire towers will be manned by fire marshals along with fire points providing sand and water. No fires or gas stoves is a strict compliance of our campsite rules.

Amenities provided will be Tap Water, Toilets, showers and washing Facilities. A Food Van may be situated but only open for Breakfasts.

Tap water is for washing and not drinking. As in the past there will be 'Not drinking water' signs at all sink bays. All water is connected to sinks with appropriate IBC's & Sump Pumps as we use as standard for all our water on and off site. As in the past drinking water is available on request from the site office which has a large supply of bottled drinking water. Water will however be tested as it is onsite each year.

The site will have toilets, disabled toilets, showers and a urinal block. The Toilet company's number is on the side of the toilets and toilets are pumped daily in the morning. Toilets will be located in the best locations dependent on numbers as site layout will not be finalised until we have confirmation of attendees.

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Things like all speaker systems, fire pits, drumming circles etc will not be allowed and this will all be listed in our terms of booking and monitored by our Stewards, Fire Marshals & Security. Appropriate insurance will be in place to operate the campsite and CCTV will be monitored 24 Hours a day.

Weather conditions will be monitored and Track way will be standby for any wet weather conditions.

An agreement is in place with the landowner for reinstatement of the land if the conditions were to be unfavorable.

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Appendix 1

Fire Safety

Jurassic Fields Productions Limited have identified three areas of high risk, two areas of public containment and a general risk for the site, all of which are detailed beneath:

High Risk Areas (Areas containing quantities of fuel and the possibility of ignition)

- The Car Park
- Generators

Public Containment (Areas where the public are enclosed within a structure)

- 1 x Second Stage
- 1 x VIP Bar
- 1 x Third Stage
- General risk for the site
- Electrical connections to generators and equipment
- Hot cooking areas
- The build up of combustible litter

Detail of Fire Risks

The Car Park

Risks

- Fuel – There will be 30-40 cars on site, which for the purpose of this assessment Jurassic Fields Productions Limited must assume will have full fuel tanks

Emergency Egress

- This is not viewed as a direct risk if the issue is isolated (i.e. 1 car). It would become more of a risk if the fire was allowed to intensify

Likely Ignition

- Faults occurring within the vehicle or malicious intent

Risk Management

- The Car Park will be over looked throughout the event by the Security and Stewarding Team.
- If the source is deemed to be of a significant nature, then the team will be able to activate

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the lighting systems and begin to implement the emergency operations plans.

Generators

Risks

- Fuel – Fuel tanks, containing Diesel

Emergency Egress

- This is not viewed as a direct risk as the issue will be isolated, all generators will be positioned away from the public where possible or in open spaces and fenced off

Likely Ignition

- Faults occurring within the generators

Risk Management

- The majority of generators will be in operational areas when in use (i.e. supplying power to stages, or food vending trailers etc.), when they are not in use they will be powered down. All contractors and traders bringing any equipment will be asked to produce all PAT certification as well as any documentation proving that their equipment is in a safe manner.
- Generators that will be running overnight without constant supervision will be those within the portable lighting masts. They will all be in sight of the Security and Stewarding Team. If the source is deemed to be of a significant nature, then the team will be able to activate the lighting systems and begin to implement the emergency operations plans.

Marquee Bars/Bandstand

Risks

- Public being contained within an enclosed environment.

Risk Management

- The venue will be fitted with emergency lighting systems, including exit signs. There will be Stewards in the venue at any time where the public have access. If the incident is deemed to be of a significant nature, then the team will be able to activate the lighting systems and begin to implement the emergency operations plans.

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Electrical connections to generators and equipment

All contactors or traders connecting any equipment to a power source must supply evidence of PAT certification for the equipment where necessary.

Any contractors connecting to (other than by way of a European standard domestic electrical connector), operating, or installing generators will have to comply with BS 7909:2008 Code of practice for temporary electrical systems for entertainment and related purposes, and will require a completion and sign off certificate from the contractor, a copy of which will be held in the Event Safety File.

Hot cooking areas

Some traders may be using, gas or electricity to cook food or heat beverages. They will be required to produce risk assessments any relevant certification relating to their equipment.

The build up of combustible material

Traders and the Litter Team will work to ensure cardboard and packaging does not amass to a point where it becomes a concern.

Jurassic Fields Productions Limited will be manning various stations with stewards; these stations will have one foam and one water extinguisher, as well as a megaphone. Each of the stewards will have undergone a fire extinguisher course. They will be able to inform their management if an incident occurs, and if the situation is deemed to be of a significant nature, then the team will be able to implement the emergency operations plans.

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Appendix 2

Ticketing Policy

At the main entrance there will be two ticketing sites:

On foot arrivals - Jurassic Fields Productions Limited expect virtually all guests going to site to have arrived on foot. Jurassic Fields Productions Limited will supply two entrances to the site, one from the south and one from the north west. There will be at least 10 Ticket Staff during busy periods and one Box Office Manager, who will examine tickets and distribute the correct wristbands regarding entry, make an age assessment based on the Alcohol Policy and if the assessment is positive, then furnish the guest with an “Alcohol Purchase” wristband.

Stewards will be walking the queues, asking guests to have their tickets and ID ready for inspection.

If a problem occurs regarding any guests’ ticket, then the Ticket Staff will immediately redirect the guest to the Box Office Manager who will deal with all issues which may extend entry at another station, so not to hold up the progress of the queue.

The guests will then move down to the Entrance Gates where the stewards will direct them as necessary.

Vehicle arrivals – Guests who have used the offsite parking will be met by a steward who will instruct guests to drive down to a Steward who will direct them where to park, the guests will also be asked to get their tickets and ID ready for inspection.

When they reach the Stewards they will also be met by one of the Ticket Staff who will be able to furnish them with their required wrist bands so they can use the fast track entrance to access the Event. There will be 4 ticket staff in the car park.

Jurassic Fields Productions Limited envisages the process of processing each guest to take approximately one minute on average.

Please see below for details of how Jurassic Fields Productions Limited envisage the gates handling this.

On foot arrivals

- 850 Guests
- Each ticket taking 1 minute on average to process
- 10 Ticket Staff
- Maximum time of 1 hours 40 minutes (calculation $[(850*1)/10]/60$)

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Car park

- 50 cars in the car park
- Average of 3 guests per car
- 4 Ticket Staff
- Maximum time of 37.5 minutes (calculation $[(((50*3))/4)/60]$)

Within the site:

Large 2A0 (1m 68cm x 1m 19cm) size maps will be placed 50m inside the Event within easy view of the Entrance Gate. These are in place to encourage guests to move inside the venue before trying to establish which direction they will be heading.

Ticket Terms and Conditions

FESTIVAL ENTRY TERMS AND CONDITIONS

General Terms and Conditions:

1. The purchase of this ticket (“the Ticket”) by you (“you or “Your”) from the authorised ticket agent, (“the Ticket Agent”), entitles You to gain entry to the Jurassic Fields Music Festival (“the Event”) staged by Jurassic Fields Productions Limited (“the Promoter”) at the venue advertised (“the Venue”). Only customers holding a valid Ticket will be admitted to the Event. Your Ticket may be invalidated if any part of it is removed, altered or defaced.

2. This Ticket is issued subject to the terms and conditions contained herein, as well as those published by the Venue and the Ticket Agent on their respective websites (“the Terms and Conditions”). Purchase of any Ticket constitutes acceptance of these Terms and Conditions on Your behalf and on behalf of any person for whom You are purchasing Tickets. In the event of any inconsistency between these Terms and Conditions and those of the Venue or the Ticket Agent, these terms and conditions stated on this website shall prevail.

3. The Terms and Conditions are subject to change from time to time without notice and in our sole discretion. We will notify You of amendments to the Terms and Conditions by posting them to this website.

4. Upon purchase, please check Tickets carefully as errors cannot always be rectified following purchase. Tickets are not issued on a sale or return basis and refunds will not be made on returned Tickets unless otherwise provided under the Terms and Conditions.

5. The Promoter is not responsible for any Ticket that is lost, stolen or destroyed. You are solely responsible for the safety of Your Ticket. It is not always possible to issue duplicate Tickets. If duplicate Tickets are issued, a reasonable and appropriate administration fee may be charged.

6. Purchase or possession of a Ticket does not confer any rights (by implication or otherwise) on

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You to use, alter, copy, or otherwise deal with any of the symbols, trademarks, logos and/or intellectual property appearing on the Ticket.

7. Neither the Venue nor the Promoter nor the Ticket Agent shall have any further liability beyond the face value of the Ticket purchased plus the relevant per ticket booking fee.

8. In the event of a cancellation, postponement or Material Alteration of the Event (defined below) You will be entitled to a refund in accordance with the terms and conditions or refund policy of the authorised Ticket Agent from whom You purchased a Ticket. Where the cancellation takes place part-way through an Event, at the discretion of the Promoter, You may only be entitled to a refund of part of the face price which You paid for the Ticket. Personal arrangements including travel, subsistence and accommodation in relation to the Event which have been arranged by You are made at Your own risk and neither the authorised Ticket Agent nor the Promoter will have any liability for any such loss of enjoyment or wasted expenditure.

A “Material Alteration” is a change which in our reasonable opinion makes the Event materially different to the Event which purchasers of the Ticket could reasonably expect. Changes to performance times, acts and performers/participants shall not be considered a Material Alteration and the Promoter will not be liable for such changes. A Material Alteration is judged by reference to the nature, form and billing of the Event. The Event is judged and valued by reference to the overall theme rather than any individual act, performer or participant scheduled to appear. No scheduled acts may be considered as headline acts, regardless of their relative fame or prominence in the billing. Hence cancellation by an artist will not entitle You to a refund, regardless of their position on the bill.

9. In the event that You are entitled to a refund, please refer to the terms and conditions of the authorised Ticket Agent from which You purchased Your Ticket for details of how to claim that refund. You may not be entitled to obtain a refund if You fail to follow the instructions provided within the notified timeframes. Refunds will only be made to the person who purchased a Ticket.

10. It is Your responsibility to check that the Event has not been cancelled, rescheduled or made the subject of a Material Alteration. Information on such matters will be made available on behalf of the Promoter as soon as reasonably practicable on the Event website and/or at the Venue. Customers are advised that the website cannot always be updated immediately and that circumstances giving rise to cancellation, postponement or Material Alterations can sometimes arise at late notice or immediately prior to an Event.

11. Tickets will not be refunded where they have been already used to gain entry to the Event, or where You are able to and choose to attend a postponed Event.

12. Tickets are personal revocable licences and shall at all times remain the property of the Promoter and subject to these Terms and Conditions. You may not re-sell or transfer a Ticket for commercial gain. If a Ticket is re-sold, transferred or advertised for profit or commercial gain or used for competitions, promotions or hospitality packages by anyone other than the Promoter, or an authorised sub-agent, it will be void and You will be refused entry to, or ejected from, the Venue without refund. Should You re-sell a Ticket to a third party you may find that the third

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party brings a legal claim against You for selling a Ticket which does not permit access to the Event. The Promoter reserves the right to cancel any Ticket booking which it reasonable believes to have been made with a view to re-sell Tickets or where the Ticket has been purchased using fraudulent means, including credit card fraud.

13. Tickets may be restricted to a maximum number per person per credit card or per household. These restrictions will be notified to you by the Ticket Agent and on the Event website before You make Your booking. The Promoter reserves the right to cancel Tickets purchased in excess of this number without prior notification to you of such cancellation.

14. This is at least in part an outdoor event and, as with all action sports and music events, performance is subject to the prevailing weather conditions. In the event that it is deemed unsafe for any scheduled events or activities to take place the Promoter may reschedule the Event or cancel it in its entirety. As per clause 8 above, if the Event is cancelled entirely, the Promoter shall refund the price of the Ticket to its face value. If part of the Event is cancelled, the Promoter may refund some or all of the purchase price of the Ticket in its absolute discretion, but shall be under no obligation to do so.

15. By attending the Event, You give Your express consent to Your actual or simulated likeness being included within any film, photograph, audio and/or audiovisual recording to be exploited in any and all media for any purpose at any time throughout the world, the copyright to which shall be owned by the Promoter or its contractors without payment or compensation. If You attend an Event with Your child aged under 18 years You give the foregoing Your express consent on their behalf. This includes filming by the police or security staff that may be carried out for the security of customers.

16. Due to legal artist performance rights and royalty obligations, You cannot bring any video or audio recording equipment or any camera which is over 35mm or with a detachable lens into the Venue. You will not be allowed to enter the Venue if You bring equipment that, at the discretion of Event security, infringes on these rules.

17. A security search policy is in place and a random selection of the public will be searched. Under no Circumstances will there be any form of discrimination when deciding which members of the Public should undergo a random search. The members of the public may also be asked to produce photo identification with proof of Age when entering licensed premises. Such requests for proof of age will be made prior to any search operations, and if right of entry is refused on the grounds of age, then no body search or search of bags or belongings will take place.

As underage people are allowed in the venue they are also required to be searched. The security company will follow the SIA codes of practice for searching 14 to 18 year olds, and the security company will uphold their duty of care when dealing with 14 to 18 year olds, the procedure will be that there will always be two Insight security officers in attendance when searching 14 to 18 year olds

You may be asked by security staff to look in your bag. This is to ensure everyone's safety.

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Please don't be offended. We ask for your co-operation in this regard.

18. Please take care of your personal property at the Venue. We are sorry if your personal property is lost or damaged while at the Venue, but neither the Promoter nor the Venue can be held responsible. Lost property will be collected during the event and then taken to the local police station.

19. No drinking or BBQs are permitted in the car park. Please note that that security will be patrolling this area in order to enforce this prohibition.

20. Entrants to the Venue aged 13 and under must be accompanied by an adult aged 18 years and above. (ID may be required to gain entry

21. The Promoter reserves the right to remove persons from the Venue for any reason including but not limited to behaviour that is likely to cause damage, annoyance, or harm to others, health and safety reasons, if the Event staff believe that You are under the influence of drugs or alcohol, if You fail to produce proof of identity or age or if You refuse to comply with the Promoter's security searches.

22. Please note that prolonged exposure to loud noise may cause damage to hearing. Please be aware that strobe lighting may be using during certain activities during the Event.

23. The Events operate licensed bars and you need to be over the age of 18 to purchase or bring in alcohol at the Events. Please be aware that if in the reasonable opinion that the Event staff believe that you look 25 years or younger You may be asked to provide proof of identification and if You are unable to do so You will not be served alcohol.

24. You undertake to comply with any and all instructions given to you by the Promoter and/or all Venue staff at the Event. In particular, You are required to comply with all safety advice, site signage and 'no smoking areas'. In accordance with Smoke-Free Regulations, the tented areas and other areas of the Event are designated 'no smoking' areas. Normal statutory rules and regulations apply and should be observed at the Event. Failure to do so may result in ejection from the Venue.

25. You shall not be permitted to bring into the Venue or display or distribute (whether for free or not) at the Event any sponsorship, promotional or marketing materials.

26. To the extent permitted by law, personal information provided by You to the Promoter will be used for all purposes reasonably connected with the operations of the Event and the Promoter including (but not limited to): providing You with details of forthcoming connected events, offers and services; providing You with updates as to the latest concessions or any changes thereto and information concerning competitions and other promotional activity; supplying You with the goods that You request or in which the Promoter reasonably believes You may be interested; conducting market research and establishing customer profiles; and transferring or disclosing the information provided to the Promoter's professional advisors and such other parties as it considers necessary in the administration of its business. The Promoter will not use or disclose

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Your personal information other than as set out in these terms and conditions without Your prior consent. You will be given the opportunity to unsubscribe from such marketing communications when You place Your order and You can unsubscribe from any email communications You receive from the Promoter by following the unsubscribe link.

27. Access to each designated venue within the Venue is subject to capacity and the Promoter accepts no liability and will not offer any Ticket refunds if You are unable to attend a specific performance due to such venue being at maximum capacity. You may be required to queue so please arrive early to avoid disappointment.

28. The Promoter takes the needs of customers who are disable and who have other access requirements very seriously and actively encourages people of all abilities to attend the Event. Please contact the Promoter prior to the Event regarding Your access requirements. If you have not done so, the Promoter cannot guarantee that it will be able to cater to Your needs. You may not be admitted onto an accessibility viewing platform if You have not notified the Promoter of Your needs in advance, due to capacity limitations on such platforms.

29. Official merchandise is usually only available inside the Venue. The Promoter does not accept any responsibility for the sale of unofficial merchandise.

30. You agree that the Promoter, its servants or agents will not be liable for any loss, injury or damage to any person (including Yourself) or property however caused (including by the Promoter or its servants or agents): (a) in any circumstances where there is no breach of a legal duty of care owed by the Promoter or any of its servants or agents; (b) in circumstances where such loss or damage is not a reasonably foreseeable result of any such breach (save for death or personal injury as a result of a breach of a legal duty of care owed by the Promoter, its servants or agents); and/or (c) to the extent that any increase in any loss or damage results from the breach by You of any of these Terms and Conditions.

31. For the purposes of these terms and conditions, “Force Majeure” means any cause beyond the Promoter’s control including, without limitation, an act of God, war, insurrection, riot, civil disturbances, acts of terrorism (or the threat thereof), fire, explosion, flood, royal mourning, national mourning, theft of essential equipment, malicious damage, strike, lock out, weather, third party injunction, national defence requirements and/or acts or regulations of national or local governments. The Promoter will not be liable to You for failure to perform any obligation under these terms and conditions to the extent that the failure is caused by Force Majeure.

32. You agree that the Promoter shall not be liable to You for any indirect or consequential costs, claims, actual or alleged losses howsoever arising out of or in connection with the Event and/or our obligations hereunder including, but not limited to, loss of profits, anticipated profits, savings, business or opportunity, or loss of publicity or loss of reputation, or opportunity to enhance reputation or loss of contract or other economic or consequential loss arising from the performance (or any failure to perform) these Terms and Conditions.

33. The Promoter will not have any liability to You whatsoever for loss or expenses incurred in connection with the Event or any cancellation of the Event, including, without limitation, costs

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of any personal travel, accommodation or hospitality arrangements made relating to the Event or the cancellation of the Event.

34. The Promoter shall not be liable for the acts or omissions of the operators of the Venues, for any personal injury suffered at a Venue (unless due to the act or omissions of the Promoter) or any loss, theft or damage to your property at a Venue (unless due to the act or omissions of the Promoter).

35. To the fullest extent permissible in law, the Promoter shall be entitled to assign all and any of its rights and obligations under these Terms and Conditions, provided that Your rights are not adversely affected.

36. If any provision of the Terms and Conditions is found to be invalid or unenforceable by a court, the invalid or unenforceable provision shall be severed or amended in such a manner as to render the rest of the provision(s) and remainder of the Terms and Conditions valid or enforceable.

37. If the Promoter delays or fails to enforce any of the Terms and Conditions it shall not mean that the Promoter has waived its right to do so.

38. Any person, other than the Promoter, who is not a party to the Terms and Conditions shall have no rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of the Terms and Conditions.

39. Nothing in the Terms and Conditions and no action taken by You or the Promoter under the Terms and Conditions shall create, or be deemed to create, a partnership, joint venture or establish a relationship of principal and agent or any other fiduciary relationship between You and the Promoter.

40. The Terms and Conditions constitute the entire agreement between the parties in connection with the subject matter of the Terms and Conditions and supersede any previous terms and conditions, agreement or arrangement between You and the Promoter relating to the subject matter of these terms and conditions.

41. Nothing in the Terms and Conditions shall purport to exclude liability for fraud or fraudulent misrepresentation.

42. The Terms and Conditions shall be governed by the laws of England and Wales and the parties agree to submit to the exclusive jurisdiction of the Courts of England and Wales.
Special terms and conditions:

43. You will not be entitled to re-admission on any day-Tickets purchased and it is the decision of the promoter if they wish to enforce this policy but this will be clearly displayed at all entrances to the site and on the website.

44. Prohibited items for the festival site:

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- Glass
- Any Alcohol
- Illegal substances
- Anything that could reasonably be considered for use as a weapon
- Nitros Oxide and legal highs
- Any kind of gas or fuel related cookers or stoves
- Portable or disposable barbecues/ gas/paraffin lamps or any fire related cooking equipment
- Glass of any kind, including perfume and cologne bottles, beer bottles, jars or drinking vessels
- Portable laser equipment and pens
- Megaphones
- Large sound systems
- Air horns
- Fireworks
- Flares
- Chinese lanterns
- Spray cans
- Animals with the exception of guide dogs
- Generators
- Gas canisters or cylinders
- Unofficial tabards or hi vis jackets
- Professional camera or video equipment

Any items confiscated will not be available for collection on exit from the festival and will be destroyed.

- Campfires are NOT permitted.

45. Site Alcohol Policy

No alcohol is allowed into the festival site. Day ticket holders are not allowed to bring in any alcoholic drinks. Excessive amounts of food and cigarettes may be refused entry to the site. Only bring enough food for personal consumption. It is illegal to attempt to buy alcohol if you are under 18 and it is illegal to buy alcohol for another person who is under 18. Challenge 25 is in place at all bars.

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Appendix 3

Noise Management Plan

Introduction:

This plan has been drawn up by Jurassic Fields Productions Limited to outline how the festival will manage noise and amplified music at the Jurassic Fields Music Festival 2023. The main objectives are to reduce the acoustic impact of the festival on residents, members of the public and working personnel. This plan is a working document and will continue to be revised throughout the planning stages of the festival.

Jurassic Fields Music Festival is a 3 day event involving a wide range of activities from music to comedy. The festival will be held July 14th, 15th & 16th 2023. There are a number of elements to the festival including:

3 Performance Stages :-

Main Stage – hosting known bands and artists, and headliners playing original songs (6/8 Slots available)

The Big Top – hosting known bands and artists, and headliners playing original songs (6/8 Slots available)

The Third Stage – a stage hosting solo artists, duos, live acoustic, young unknown performers (6/8 Slots available)

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Noise policy – OFF SITE ENVIRONMENTAL IMPACT

Establishing an effective noise management plan is a key step in establishing a positive relationship between Jurassic Fields Productions Limited, West Dorset District Council and local stakeholders. The Festival is committed to ensuring music and other noise associated with the festival does not have an adverse environmental effect nor does it cause nuisance or disturbance to local residents.

Consultation with local residents in the immediate vicinity will take place to advise them of the festival proposal and to ensure that they are aware of the proposed entertainment schedule. Due care and attention shall be given to the local residents during the planning of the festival, including location of stages and sound systems etc

The Jurassic Fields Productions Limited organisers are committed to preventing pollution of the environment through compliance with legislation and the continual improvement of our environmental performance via monitoring and checking. It is our aim to work with stakeholders and interested groups to find agreeable solutions to noise pollution.

Noise policy for off-site noise

The policy of the Jurassic Fields Music Festival is set out in the bullet points below. The Festival shall

- Adopt the general policy contained in the Noise Council CoP on Environmental Noise Control at Concerts i.e. MNL <65dB(A) over a 15 minute period at the nearest noise sensitive premises.
- Adhere to any reasonable maximum music noise levels and operating hours set by the council.
- Consult and communicate with neighbours and other stakeholders about potential noise emissions in a clear and timely manner.
- Take account of the potential for off-site noise emissions when setting out the location and orientation of stages, sound systems and other noise sources.
- Ensure that all bands, engineers, traders and others are aware of the Festival noise policy.
- Work with the Council to establish designated noise sensitive premises at which measurements will be taken.
- Conduct a noise propagation test in conjunction with the Council to establish on - site noise maxima which correlate to acceptable off-site levels.
- Engage competent persons to monitor on- and off-site noise levels.

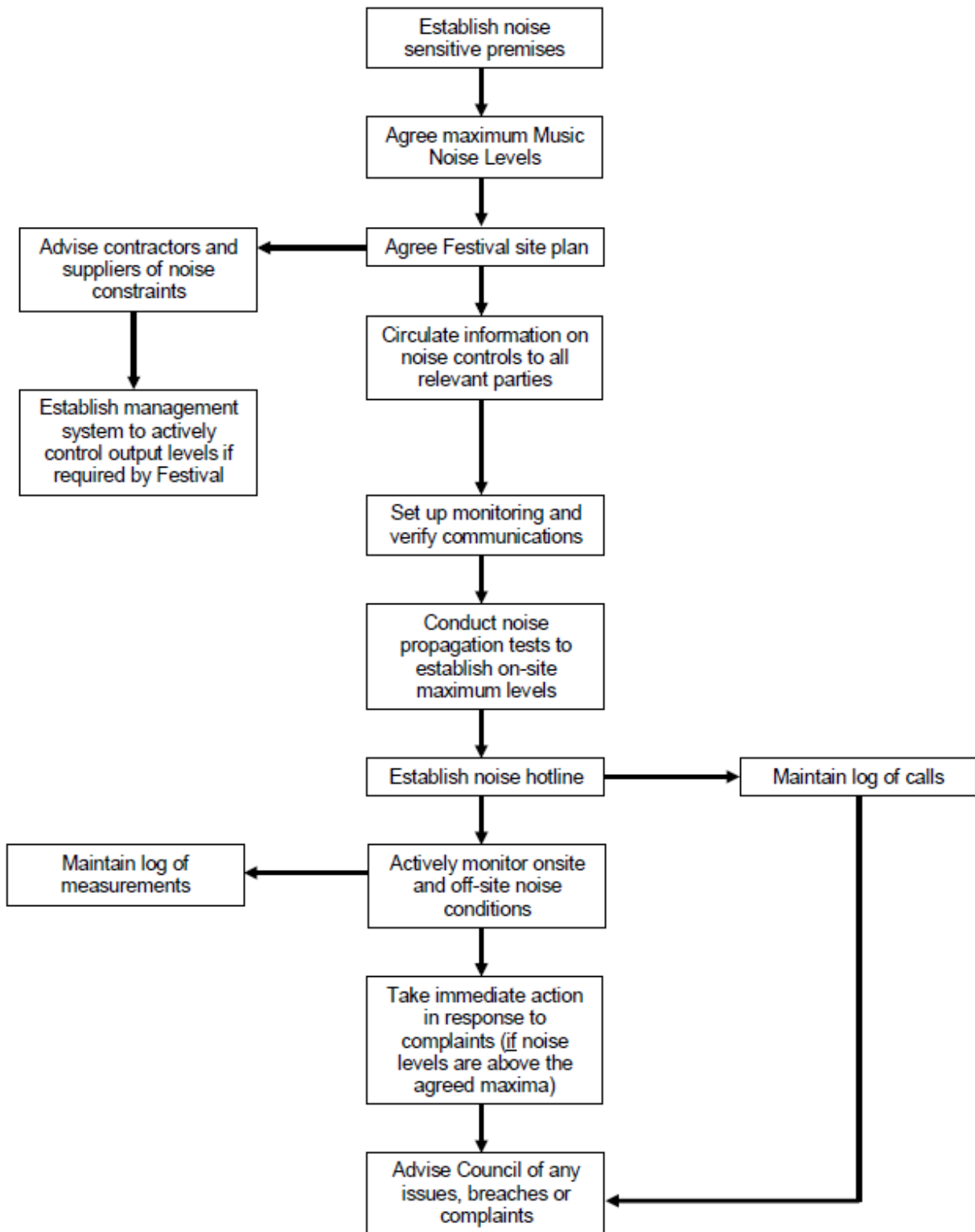
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- Provide a robust and reliable mechanism to ensure any measured breaches are noted and immediate action taken to reduce the noise at source
- Provide and publicise a noise hotline telephone and answer machine service
- Respond to noise complaints as soon as reasonably practicable.
- Provide the authority details about noise complaints and actions taken
- Keep detailed information about off-site noise emissions and to provide a post - festival de-brief with detail of recorded noise levels
- Attend regular meetings with the Local Authority on site if required

The Festival will identify locations as potentially sensitive to noise from the event site and further discussions will be required to establish which premises should be actively monitored.

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The flow chart below sets out the principal steps



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Noise Policy for Workplace Noise

Jurassic Fields Productions Limited recognises the potential for harm arising from concert sound systems and other high noise sources which may be present on site. It is the intention of the festival organisers to take all reasonable steps to ensure that workers, contractors and the public are not exposed to excessive noise levels and to promote hazard awareness.

The Festival recognises and understands its duties under the Control of Noise at Work regulations 2005, and shall seek to implement the guidance given in HSG260 Sound Advice – Control of noise at work in music and entertainment.

The Festival shall set up concert sound systems in such a way as to prevent extreme proximity to speaker systems, and shall establish hearing protection zones in areas where exposure is liable to be above the Upper Exposure Action Value as defined in the Regulations. These areas will be made known in advance to staff and shall be signed using the appropriate statutory signage.

Suitable hearing protection will be made available to all staff working in such areas (stages, stage pit areas etc), and reasonable steps taken to ensure the proper and consistent use of hearing protection.

Persons at risk include :-

- Anyone working on a live stage / in a big top marquee etc
- Anyone working in the arena
- Anyone working at a Front of House control position
- Pit stewards, security and others in the immediate vicinity
- Medical and welfare staff
- Bar staff and others working in venues with medium to large sound systems

The Festival is determined to do all it can to minimise noise exposure and protect people from the hazards – whilst still providing the kind of show our ticket holders expect. Below are our commitments and what we require from others:

Jurassic Fields Productions Limited will develop and promote a practical noise awareness policy and conduct a detailed Noise Risk Assessment. Competent persons will be engaged to carry out noise measurements in high risk areas to establish personal exposure levels (a mix of handheld meters and dosimeters may be used).

The Festival shall ensure key workplace managers are aware of the risks, and do all they can to effectively implement the policy:

Jurassic Fields Productions Limited has signed up to the Action Against Hearing Loss Website which is designed to give advice to both the public and performers about acoustic issues at events and the website address will be promoted.

<http://www.actiononhearingloss.org.uk/loud-music.aspx>

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Stage Managers will:

- Promote awareness of the noise hazard within the stage area i.e. talk to people about noise hazards, and make sure everyone is aware of the policy.
- Plan the layout of the area to minimise un-necessary noise exposure of staff
- Make sure artistes are aware of the plans and discuss ways of keeping stage monitoring levels to the target level.
- Ensure proper arrangements are in place for warning signs and the dispensing of hearing protection.
- Liaise with the Production Office and Event Safety Co-ordinator to obtain the resources they may need to assist with complying with the festival policy.
- Stage Managers have a vital role in enforcing the use of hearing protection in designated areas. This also goes for stage pits, where everyone in the pit MUST wear hearing protection – including stewards, medics, press, guests etc.

Festival Contractors

Contractors will be reminded they have legal duties to assess the noise risks to their own staff and make arrangements to avoid harm. Therefore it is up to each employer to:-

- Ensure that staff come to the Festival fully aware of the noise hazard they may face
- Carry out a “suitable and sufficient” Noise Risk Assessment
- Supply their own staff with suitable hearing protection.
- Make ongoing arrangements for hearing tests for their own staff
- For PA companies in particular we are looking for active partnership in delivering a safer and more pleasant place to work

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Risk Assessment

Jurassic Fields Productions Limited shall ensure that a comprehensive risk assessment is conducted and recorded. Controls outlined within the festival noise risk assessment shall include and outline :-

- Identify jobs or locations where people are at risk
- Avoiding work in the loudest environments if possible and avoid work positions immediately next to speakers
- Avoid excessive exposure time
- Position speakers away from places such as bars where staff have to work and communicate
- Provide a quiet rest area
- Promote the use of In-Ear Monitors
- Fly speakers to increase separation distances
- Ensure staff have access to suitable hearing protection
- Ensure staff are advised on noise hazards and control plans

Framework for noise management

All concert stages, stage pits and access ramps will be designated as High Noise areas and will be clearly signed as Hearing Protection Zones

All staff working within Hearing Protection Zones will be required to wear appropriate hearing protection during of operation of concert sound systems

The sound systems shall be operated by competent professionals who are aware of the dangers excessive loud noise can cause.

Wherever practicable PA systems will be flown to maximise separation distances from personnel and audio systems shall be designed to give full coverage to the public areas of the venue while minimising back- and off-axis radiation

Crew catering and rest areas shall be provided away from the principal noise sources

An Event Safety Advisor and Noise Management Consultant shall be appointed to assist the Licensee in developing, communicating and implementing an effective noise management plan

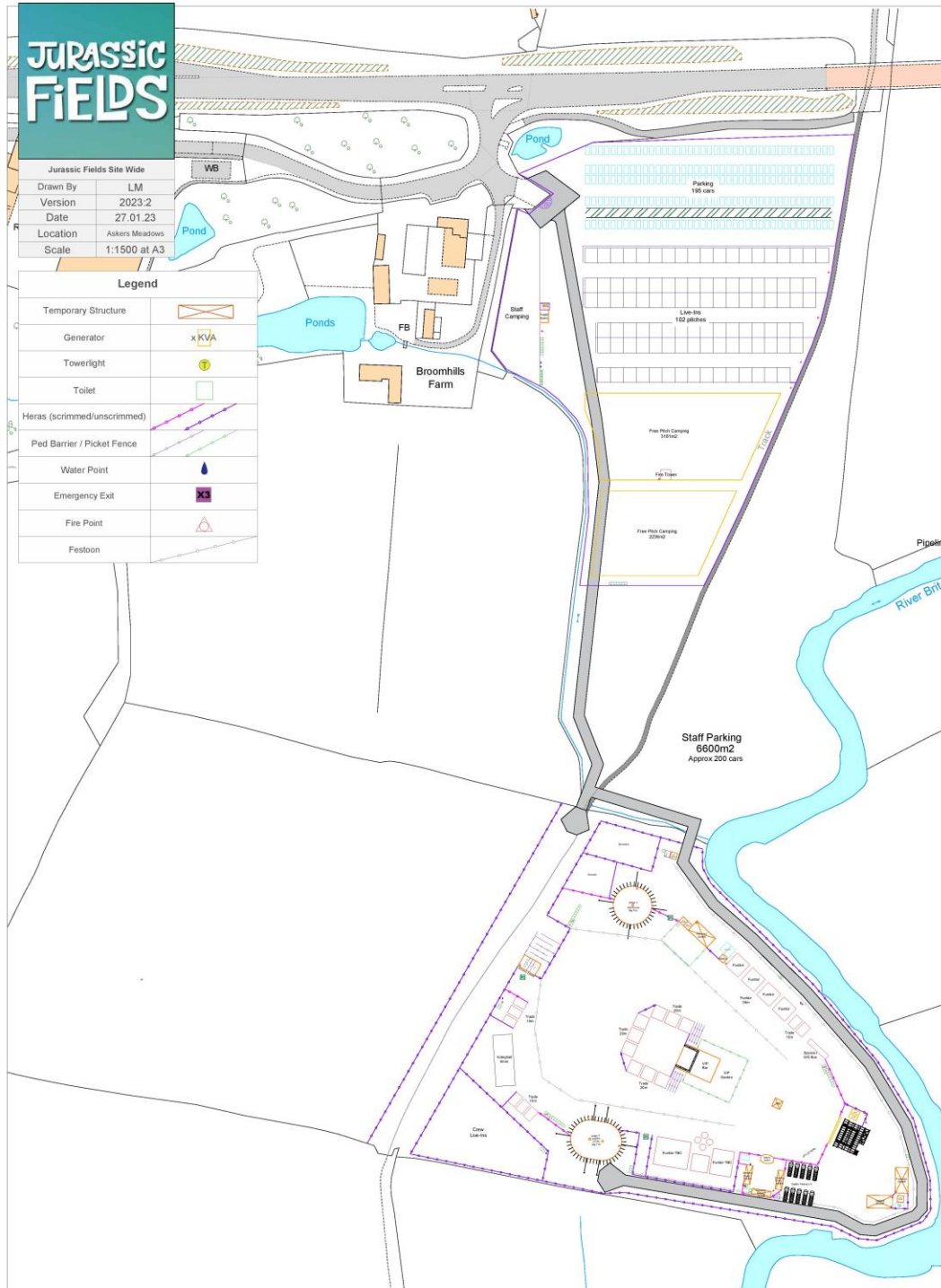
Noise assessments will be made by an external agency who shall conduct static measurements at a variety of locations as agreed with the festival management. The consultants shall also monitor the effectiveness of hearing protection use, signage and other warning mechanisms.

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Appendix 4

Site Plans

Proposed Site



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Site Boundaries – Entrances/Exits



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Additional Parking



In the event of a full car park, visitors will be directed to the overflow car parking

Overflow Car Parking – Football Club Car Park (WDDC)

Appendix 5

Personal Search Policy

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Personal Search Policy

Introduction

Insight will only undertake personal searches if this is a Requirement of the client. All aspects of the Insight operations are governed by the Codes of Practice issued by SIA (the Service Industry Authority) and under no Circumstances will Event Security Southern, or its employees, act in any manner that is in conflict with those SIA codes of practice.

This Personal Search Policy is a generic document and will be reinforced by a specific Risk Assessment relating to the premises or venue where is operating.

This policy refers to all Insight operations where personal searches may be required, but the reference to Insight operatives" will generally refer to Door Supervisors and Event Security Staff

Client Requirements

Personal searches will only be undertaken where the client has indicated that these are Required. Insight will require clients to allow the display of the following notice if personal Searches are to be undertaken:

"Insight reserves the right to operate a random search policy, and we ask that Patrons kindly cooperate with such a request; failure to do so may result in refusal of Admission."

Search Criteria

Searches may be carried out for a variety of reasons but in general terms will relate to:

Alcohol being bought in to the premises

Drugs

Dangerous weapons

Depending on the client requirements, either all members of the public wishing to gain entry To the premises or venue, or a random selection of the public will be searched. Under no Circumstances will there be any form of discrimination when deciding which members of the Public should undergo a random search. The members of the public may also be asked to produce photo identification with proof of Age when entering licensed premises.

Such requests for proof of age will be made prior to any search operations, and if right of Entry is refused on the grounds of age, then no body search or search of bags or belongings will take place.

If it is the clients requirements to allow underage into the venue or premises and they are also

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required to be searched Insight will follow the SIA codes of practice for searching 14 to 18 year olds, Insight will uphold their duty of care when dealing with 14 to 18 year olds, the procedure will be that there will always be two Insight security officers in attendance when searching 14 to 18 year olds

Right to Refuse

It must be understood that any member of the public may refuse to undergo a search. This is their prerogative and Insight operatives have no right to insist on either a body search or a search of belongings. If, however, any individual refuses to undergo a search when reasonably required to do so, they will be refused entry to the premises or venue in question.

Under no circumstances may Insight Security operatives use any force or threats when asking the public to undergo a search.

Public Dignity

Insight operatives will, at all times, be treated with courtesy and respect even if they are verbally aggressive. In the case of body searches, not matter how superficial, female members of the public may only be searched by female Insight operatives and male members of the public may only be searched by male Insight operatives. In the case of more comprehensive body searches the members of the public concerned have the right to ask for that search to take place in a “private” location. In such cases there must always be a witness present – either another Insight operative or a representative of the client. Such witnesses shall always be of the same gender as the individual being searched.

Identification of Drugs or Weapons

If, during the course of a search, non-prescription drugs, or dangerous weapons are found On the person, or in the possession of, members of the public, the Insight operatives will always call the police - although it should be noted that the operatives have no right to detain the members of the public concerned. In the case of alcohol being found in the possession of a member of the public wishing to enter the premises or venue, they will be refused entry until such time that they are able to prove that they are no longer in possession of the alcohol concerned.

Appendix 6

Security Drugs Policy

DRUGS POLICY

Introduction

Insight is responsible Security Providers and we take our obligations to our Clients very seriously. This is why we have set out this policy to help us ensure the health, safety and welfare of our Clients and Their Customers as well as our Employees, and to help us comply with our legal duties. The use of non prescribed drugs is not only dangerous but also illegal under criminal law.

- Section 2(2)(e) of the Health and Safety at Work Act 1974 places a duty on employers
To provide a safe and healthy working environment.
- It is an offence to supply, produce, and offer to supply or produce controlled drugs.
- The Misuse of Drugs Act 1971 makes it an offence for the occupier of premises to permit knowingly the production or supply of any controlled drugs or allow the smoking of cannabis or opium on those premises.
- It is also an offence to aid or abet any of these offences.

Any reference in this Policy to a non-prescription drug refers only to controlled or illegal substance and does not refer to medicines, supplements and similar substances that are legally and commercially available in the United Kingdom.

Aims of the Policy

This policy aims to:

- Comply with the Company's legal obligations to provide a safe and healthy working environment for all staff.
- Comply with all of the requirements imposed by law.
- Raise awareness of the dangers and penalties associated with the use of controlled drugs.
- To ensure that Confiscation of Drugs or Possible Drugs is done lawfully and safely.

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Procedures:

Insight operates a Zero Policy on Drugs, whether for Personal Use or the Sale of Drugs, We aim to work with the Police to reduce the use of any Drugs at any Event or Festival we are contracted to Secure.

All our Operatives have been trained in Observation, Behaviour, and Signs of Drug Use or Selling.

We will perform random searches which signage will be displayed and in many venues a Condition of Entry. (see our Search Policy)

If we find drugs or suspected drugs these will be bagged in a sealed bag and lock in a secure place and handed to a Police Officer where possible immediately, a Drugs Log will be completed and once handed over which should be as quick as possible the Officer will be required to sign the log, which will have the details of Operative, Time, Date, Location and of the Person found in possession. Where possible the person will be detained and handed over to Police.

If we happen to find drugs secreted in building or other area, the above will apply.

If we suspect someone of carrying and dealing Drugs they will be taken to a private room and searched and again if found will be detained where possible, drugs secured and Police called. Any evidence will be placed in sealed bag and again a full Log will be created with as much information as possible.

Appendix 7

Evacuation Plan

Site Evacuation Plan

Prepared for: Safety Advisory Group/Emergency Services/Underwriters

Prepared by: Lynden Norman, Jurassic Fields

25 March 2022

Proposal number: Revision 1.8

Objective

The objective of this plan is the identification of routes safe egress from the festival site in the event of any threat to public safety which cannot be immediately mitigated that would give rise to a decision to evacuate or partially evacuate the site; including evacuation of one internal zone to another.

The order to begin evacuation procedures will be given by individuals designated “Gold Commanders” within the designated authority structure - it must be accepted that it may not be timely for a person of such authority to attend/witness the developing threat and thus must act on the information provided by stewards in attendance of the threat. The principle of this plan is to reduce the emergency movement of the public to the least distance necessary, so as to avoid the inherent dangers of such movements; whilst equally ensuring a “better safe than sorry” approach when considering whether an evacuation of an area should remain internal to another zone, or an evacuation to off-site.

The site has been divided into 4 areas, Zones A, B, C & D - reflective of the nearest point of egress. However Entrance/Exit A has been reserved for the exclusive use of Emergency Services whilst the event is in progress, therefore any Evacuation of Zone A will be into Zone C or D, or off-site via Zone B.

Internal Movement Scenarios (In Order of Priority/Preference):-

Below are Revision 1 suggestion for Internal & External Evacuation procedures. The methods are listed in order of preference where the threat can be contained, with consideration to limiting the movement distance. Where an

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JURASSIC FIELDS PRODUCTIONS LTD

option is not available/deemed unsafe the next option on the list would then be considered. Consideration is given to movement of people away from Emergency Service Access points (Primarily A & D) as a priority. Obviously the severity of the threat may preclude internal movement altogether. It is considered that the majority of threats to public safety will be dynamic, thus the below is an “intended guide”

Threat Zone A:-

1. Internal Evacuation to Zone B
2. Off-Site Evacuation via Access B
3. Internal Evacuation to Zone D
4. Off-Site Evacuation via Access C
5. Off-Site Evacuation via Access D

Threat Zone B:-

1. Internal Evacuation to Zone C
2. Off-Site Evacuation via Access B

Threat Zone C:-

1. Internal Evacuation to Zone B
2. Internal Evacuation to Zone D (Where ES attendance not anticipated)
3. Off-Site Evacuation via Access C
4. Off-Site Evacuation via Access D

Threat Zone D:-

1. Internal Evacuation to Zone C
2. Internal Evacuation to Zone A (ES can travel to Zone D via Production Area)
3. Off-Site Evacuation via Access D (Where A & C are unavailable)

Full Evacuation:-

Zone A:-

1. Evacuate via Access B
2. Evacuate via Access D

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3. Evacuate via Access A

Zone B:

1. Evacuate via Access B

2. Evacuate via Access C

Zone C:

1. Evacuate via Access C

2. Evacuate via Access B

Zone D:

1. Evacuate via Access C

2. Evacuate via Access D

Radio protocol will be agreed with security contractors and presented to the Safety Advisory Group to signal Zoned/Full Evacuation. with security contractors and relayed clearly to stewards prior to the commencement of the event, all stewards will be given flashcards containing the (then finalised) evacuation plan.

Suggested Radio Protocol:

“Movement Protocol Yellow” = Internal Zone to Zone, “Zone X to Zone Y”

“Movement Protocol Red” = Zone to Off-Site, “Zone X to Access Point Y”

“Movement Protocol Black” = Complete Off-Site Evacuation “All Zones to Agreed Evacuation points”, else specific instructions given to Zones.

We have avoided the use of the word “Evacuation” on the radio in case this is overheard by a member of the public who causes panic before the public announcements begin.

Public Announcements:-

To be Agreed with the Safety Advisory Group - advice would be sought from the Fire Service as to avoid terms which may induce unnecessary fear or panic.

Instructions to be repeated every 15 seconds to ensure all stewards receive until such time that a person of authority confirms the action complete, whilst allowing time to keep the radio channels free.

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Jurassic Fields would appreciate the feedback of the Safety Advisory Group, Police & Fire Service as to any recommended/required amendments to this currently in revision Evacuation Plan.

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Appendix 8

Traffic Management Plan

JURASSIC FIELDS TRAFFIC MANAGEMENT PLAN

West Bay Fields would be open for Site Vehicle Movements from 09.00 on 04/07/23 until 18.00 on 21/07/23 but would be closed for Site Vehicles Movements from 14.00 on 14/07/23 until 23.30 on 14/07/23, from 09.00 on 15/07/23 until 23.30 on 15/07/23, from 09.00 on 16/07/23 until 22.30 on 16/07/23 during this period.

Site would be lit with generator lights after dark until 1 Hour After close

All site traffic from Northerly Routes would join Sea Road South on the A35 and would be directed to Crown Roundabout and along Bridport Bypass (A35) to the site entrance

All visitor traffic from Northerly Routes (Beaminster/Dorchester) would join Sea Road South on the A35 and would be directed to Crown Roundabout and along Bridport Bypass (A35) to the site entrance

Site Traffic arriving from the West of Bridport will be directed along Bridport bypass to the Crown Roundabout and back up the bypass to the site entrance.

Visitor Traffic Arriving from Burton Bradstock and West Bay Road's directed to Crown Roundabout and along Bridport Bypass (A35) to the site entrance

Site Traffic Arriving from Burton Bradstock and West Bay directed to Crown Roundabout and along Bridport Bypass (A35) to the site entrance

Visitor Traffic in Bridport would be directed from East Street (Broadwindsor Road Traffic) to West Street. At the Texaco Roundabout traffic will join A35 Westbound to the Crown roundabout and directed to Crown Roundabout and along Bridport Bypass (A35) to the site entrance

Site Traffic in Bridport would be directed from East Street (Broadwindsor Road Traffic) to West Street. At the Texaco Roundabout traffic will join A35 Westbound and directed to Crown Roundabout and along Bridport Bypass (A35) to the site entrance

Traffic leaving the site will have the option to exit eastbound or westbound on Bridport Bypass

The peak time for traffic is likely to be be 13.30-15.30 and 22.30-00.00 on 14/07/23, 10.30-12.00 and 22.30-00.00 on 15/07/23 and 10.30-12.00 and 22.30-00.00 on 16/07/23

Signs will be agreed and displayed on all these routes with DCC and Highways Agency

Signs will be erected from 06.00 on 05/07/23

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The signs will be acquired and erected through AA Signs

The signs will be removed from 06.00 on 20/07/23

Taxi's will be allowed onsite for Pickup/Drop Off.

Site Traffic and Visitor Parking will be carried out by Stewards. This is likely to be Oxfam Stewards who are used to traffic management.

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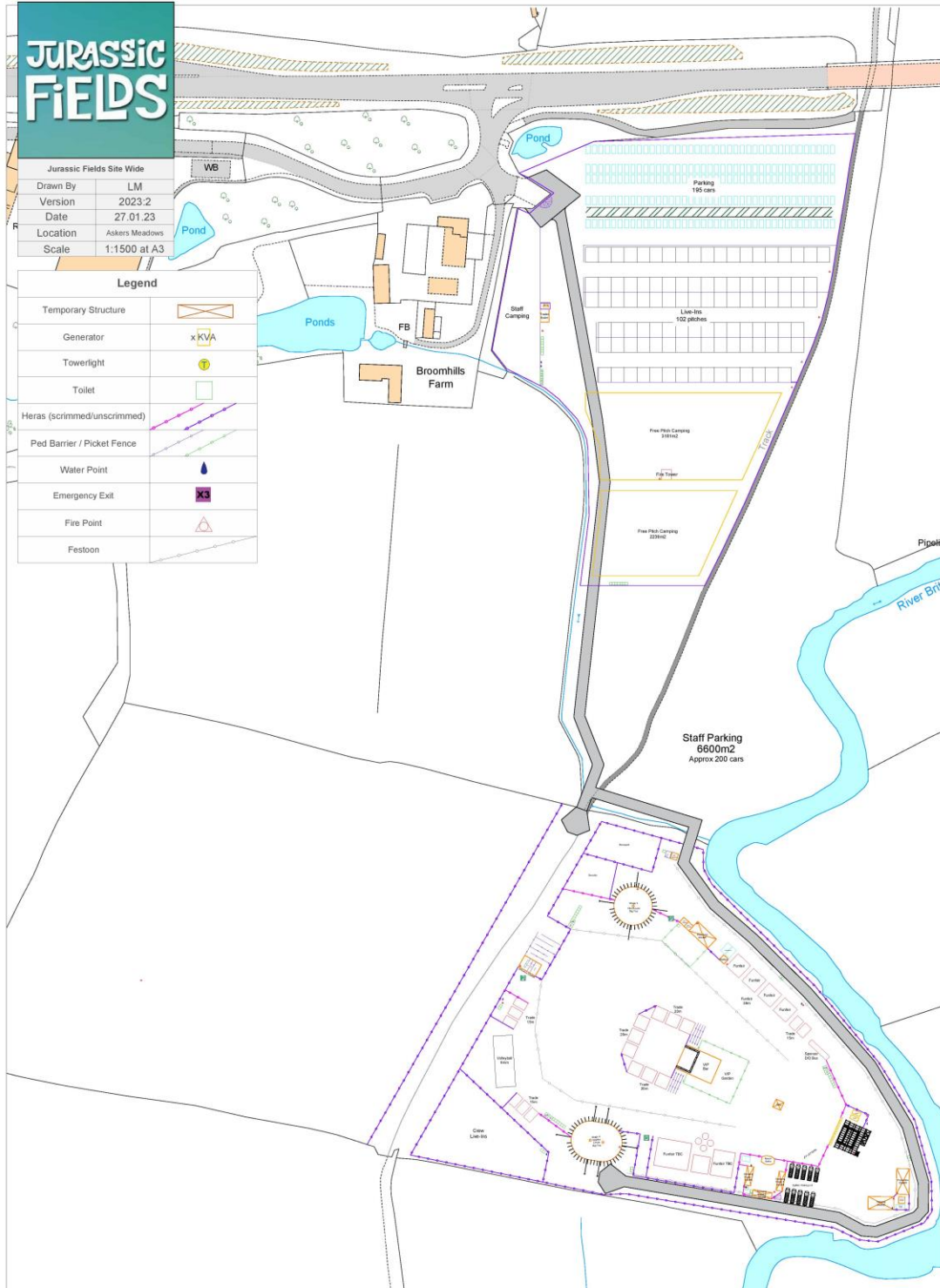
SIGN SCHEDULE

STILL TBC WITH AA

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Appendix 9

Site Map



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Appendix 10

Missing Child

- If advised of a missing child by a member of the public Stewards will
- immediately advise the event management team
- The reporting adult will be brought to the Event management tent/vehicle.
- Obtain:
- The child's name,
- Age,
- Physical description (hair colour/height/eye colour/skin colour)
- Description of what clothes the child was wearing
- Last known location on the site
- Time last seen
- Advise SIA Licensed security personnel to prevent any children leaving the site
- Does the child have a mobile phone? If so ring it.
- Did the child arrive by car? If so could they have returned to the vehicle?
- Check the car park.
 - Make a public announcement (Content to be agreed at time) asking
- members of the public to bring the child to the nearest visible Steward
- Check the designated meeting point
- Check the toilets
- Repeat public announcement at 2 minute intervals if child not found.
- After 10 (Ten) minutes ask members of the public to stay where they are
- whilst a search is carried out Commence search of site using stewards in a linear sweep across the whole
- width of the site from one end to another.
- If child is not found Event Management will advise Police. Members of the
- public will be asked to remain on the site.

Found Child Procedure

Upon finding a child the following procedure should be implemented:

- Event Management/SIA security personnel/Stewards should make immediate contact with the lost children point in case the parent/guardian is there, to advise that a child has been
- found.
- The child is then to be immediately escorted by TWO Event management members/SIA security personnel/Stewards to the Event management tent/ vehicle
- A form must then be completed in the presence of the Event management/SIA security personnel/Steward to detail where the child was found.
- Details of the child are to be forwarded to Event Control (via PA system).
- Event Control must request a message to be relayed over the PA system.
- (No details of the lost child should be relayed over the PA system without

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- the permission of the Events manager in charge – JAMIE ISAACS).
- Event Control should also issue details to all Event management/SIA security personnel/Stewards regarding the lost child in case they are contacted by a parent/guardian.
- Parents/guardians claiming the child should show a form of identification
- (A photo driving licence, passport or correspondence showing their name and home address) before the child is released. In the event of any
- uncertainty, it will be the responsibility of the Events manager – JAMIE ISAACS to determine if the child should be allowed to go with the person who is claiming them.