

Fire Safety Strategy and Risk Assessment

Happy Days Music event

Main sands, Margate

Saturday 25th August & Sunday 26th August 2018

Prepared by

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Rendezvous Points

In the event of a major incident requiring the attendance of multiple emergency services the below rendezvous points have been identified:

- Margate railway station – Car Park
- All Saints Avenue Industrial Estate

Both locations are shown on Appendix A(b) – Overview plan

Key timings

	From	To	Activity
Phase 1	Friday 24 th August 2018	10:00 hrs Saturday 25 th August 2018	Site build and preparation
Phase 2	10:00 hrs Saturday 25 th August 2018	22:00 hrs Sunday 26 th August 2018	Public admission
Phase 3	22:00 hrs Sunday 26 th August 2018	17:00 hrs Monday 27 th August 2018	Site breakdown

Public opening	Opening	Curfew	Activity
25/08/18	12:00 hrs	21:00 hrs	Public admission
26/08/18	12:00 hrs	21:00 hrs	Public admission

References

The Event Safety Guide – The Purple Guide Published March 2014

Fire Safety – risk assessment – open air events and venues

Guidance for LPG fired equipment in catering trailers (NCASS)

BFF Site Map – Appendix A

Definitions

- Means of escape – Route provided to ensure safe egress from the premises or other location to a place of total safety
- Place of total safety – A place away from the premises in which people are at no immediate danger from the effects of fire.
- Travel distances – The actual distance to be travelled by a person from any point within the floor area to the nearest storey exit or final exit having regard to the layout of walls, partitions and fixings
- Final exit – An exit from a building where people can continue to disperse in safety and where they are no longer at danger from fire and/or smoke.

Description of site

See Event Safety Plan and plans prepared by Show Manager.

Identification of hazards

Outbreaks of fire can arise within any section of the event including buildings, open spaces, vehicles and equipment and can involve both staff and visitors.

Outbreaks are most likely to arise from the following

- Electrical failure of generators, wiring or electrical equipment affecting all stages, marquees and other structures
- Use of portable gas by food concessions
- Smoking or use of BBQ by staff and audience members
- Vehicle fires
- Use of pyrotechnics
- Arson

Who is at risk

- Production staff during site build and dismantling
- Audience members within the car parks, arena or stages
- Artists and production staff present within any stage area when audience members are present
- Food concession staff during the preparation and service of food stuffs.
- Members of the emergency services or event security team attending the arena or associated areas in response to a reported fire.

Responsible person

- There is a legal requirement that a responsible person is appointed to oversee and manage all fire issues. This will ensure that an overview is maintained on all issues as they relate to fire issues.
- The responsible person is Mr Timi Anababa supported by event duty managers.
- In this role the responsible person will be supported by the following:

Event safety advisor

- **Mr Paul Sadd of Safety & Management Solutions Ltd**

who will advise on the suitability of the control measures identified by the various contractors engaging in the site build and dismantling, complete liaison with local fire officers and event fire safety staff, undertake checks of the area and liaison with stage managers.

Security staff – will act in support of the event fire safety officer

Extent of risk prior to controls

Outbreaks of fire in which staff are involved are rare and to date no reports or outbreaks are known to have taken place within this environment and were not reported at this event in 2015. However, this does not mean that fire is not a realistic occurrence which can occur without warning and within any location, vehicle or piece of equipment.

Therefore, the risk presented to staff from an outbreak of fire is regarded as

POSSIBLE

In the event that an outbreak of fire does take place the risk of

- (a) Serious injury or death of an individual or group of persons and/or
- (b) Significant expense or loss of income

are realistic outcomes meaning that the potential severity is regarded as

HIGH

It is a key focus of the fire risk assessment and identified controls to reduce the risk of both the likelihood and severity to **IMPROBABLE** and **DAMAGE**

Identified priorities

To meet the identified risk reduction a key element is to have in place a clear approach to fire issues is required. These are:

1. The prevention and subsequent management of fire will feature predominantly within the event safety plan.
2. A strategic approach to the prevention and management of fire will be introduced and maintained upon which the priorities in respect of fire and the action of staff will be determined.
3. All risk assessments completed by, or on behalf of, this location will cover fire.
4. Contracted staff will be required to outline the measures for preventing fire within information supplied to the appropriate people prior to starting work.

Fire Strategy

The fire assessment and associated control measures for this event will be completed against the below described priorities:

1. Prevention
2. Detection & alarm
3. Escape
4. Containment
5. Fire fighting
6. Recovery & Business continuation

Step 1 – Prevention

- The placement of marquees, staging and other temporary structures will be against a set plan in which the prevention of fire spread will be a primary consideration.
- A detailed fire risk assessment will be completed which covers all the main areas of the event.
- A secondary assessment process will require all gas users to complete and submit and CFOA assessment for concessionaires.
- All electrical equipment will be provided, tested and installed by competent persons.
- No smoking requirements will be enforced as applicable with relevant signage placed.
- Marquees and other temporary structures along with drapes to have appropriate British Standard markings in respect of flammability.
- Site rules in respect of the use of gas will be published in advanced and communicated within appropriate media sources to all audience members.
- No smoking rules to be enforced within structures.
- Check Gas Safe Certificates of mobile caterers and ongoing checks by users of LPG bottles and hoses

- Responsible staff, including Chief Stewards, to attend a specific briefing on fire issues

Step 2 – Detection and Alarm

- Appropriate levels of alarms are within each fixed structure location supported by security and safety staff. It is accepted however that given the nature of the event and that temporary structures (e.g. marquees) are deployed that the primary means of raising the alarm will be by way of temporary measures including verbal instructions.

Step 3 - Escape

- The placement of marquees, staging, food concessions, toilets and other temporary structures will be against a set plan in which escape from a fire will be a primary consideration. This includes identification and management of escape routes and signage. It is expected that all structures used will only be accessed at ground level.
- Pinch points of structure both externally and internally avoided.
- The identification and briefing of responsible persons on the causes of fire, action on discovery of an outbreak and escape routes.

Step 4- Containment

- Informs and advises security staff on action to be taken to contain any outbreak of fire and need to prevent the movement of persons back into high risk areas.

Step 5 – Fire fighting

- That planning identifies and examines the nature of potential fire within each area and the provision and placement of relevant firefighting equipment and its security to ensure that any small outbreaks of fire can be effectively dealt with and that escape from a final exit point from a particular area can be maintained.
- The identification of trained staff or any shortfall in training is identified with remedial training in the use of firefighting equipment is provided.
- Check for presence of firefighting equipment in catering vans

Step 6 - For the purposes of this document Step 6 will not be covered

Risk Register

The risk register shown below identifies the process and level of likelihood and severity of the risks associated with that process. The risk scoring matrix show below identifies the primary control attached to each process with the higher risk attracting the greater level of activity. Whenever

possible and appropriate the primary control will focus upon collective controls rather than personal controls.

N.B – The likelihood element of each process is based upon the level and/or frequency of staff/visitor activity.

Risk scoring matrix

Likelihood (L) x Severity (S) = Risk Score

Likelihood (L)	Severity (S)	Risk Score
1=Improbable	1=Minor injury, damage or lost time	1 to 3 – Low Risk
2=Probable	2=First Aid,7-Day injury or ill health	4 to 5 – Medium Risk
3=Likely	3=Long term absence, major injury or death	6 to 9 - High Risk

Assessment of risk

Who is at risk?

All activity will be completed by full and part time contracted staff and food concessions. The full range is identified within the audience profile (See ESP) although younger of older persons may be present in respect of contractors. It is likely that persons suffering from a variety of physical disablement.

Identified hazards – all systems identified:

The principal hazards associated with fire are contained within the risk register below although this is not regarded as a definitive list which may be added to as planning or site build takes place and systems are identified.

Hazard grading and identified controls

The primary controls fall into 3 categories:

- Low Periodic review
- Medium Monitor & review
- High Active monitoring

In respect of all medium and high risk activity then a specific assessment of risk will be completed. Working on this basis the greater the risk then the greater the activity applied to achieving the identified controls.

Specific Incident Assessment

Assessment specific hazard					
	L	S	R	Risk	Primary control
Electrical Failure giving rise to outbreak of fire both internally and externally. All electrical equipment is placed within stage areas and away from casual public access	2	3	6	M	<ul style="list-style-type: none"> • Monitor & Review during event • Control of contractor's process • Fixed electrical system being used for sound systems • Safe placement of wires and cables • Security patrols • Maintenance of escape routes, signage, emergency lighting • Placement of firefighting equipment • Safety briefing • Limited flammable goods on site • Marquee to have fire retardant properties • Detailed FRA to be completed on completion of site build.
Food concessions use LPG giving rise to outbreak of fire within or close to a unit/trailer equipment is placed away from casual public access. May spread quickly from one unit to another	2	3	6	M	<ul style="list-style-type: none"> • Monitor & Review during event • Control of contractor's process in place with visits made to each by safety advisors • Prevention of over stocking of LPG • Use of crimps to connect to LPG bottles • Completion of CFOA FRA • Safety briefing • Maintenance of escape routes, signage. • Placement of firefighting equipment • No entry to rear areas of concessions by fencing/wall • Safe separation of units to prevent fire spread • Safety advisors to review and complete FRA • No fencing around food units allowing open escape opportunity.
Use of pyrotechnics on structures within a structure	1	1	1	L	<ul style="list-style-type: none"> • Not being used
Fireworks	1	3	3	L	<ul style="list-style-type: none"> • Not being used.
Arson Outbreak likely within any area. May spread quickly from one area to another.	1	3	3	L	<ul style="list-style-type: none"> • Deployment of security to key areas to observe activity in arena • Maintenance of escape routes, signage, emergency lighting • Safety briefing • Perimeter fencing to be placed. • Placement of firefighting equipment • No smoking rules to be enforced
Camping Persons smoking/cooking within their tents/caravans.	1	1	3	L	<ul style="list-style-type: none"> • No camping taking place
Vehicle fires	1	2	2	L	<ul style="list-style-type: none"> • No vehicles required on site