

Client: AMF 2024

Site Location: Askern

Drawn: Richard Russell Checked by:

Date: 07/03/24 Issue: 1



Scale: NTS Drawing No: 0001

Reference number:

Site Measurements:

- Camping Area
- Car Park A
- Car Park B
- Event Area
- Sign Orientation
- No Parking Cones

Traffic Management: No Waiting

Notes:

1. No Waiting cones and signs to be install Friday 12th July (PM)
2. 250 no waiting cones at 9m spacing alternating each side



Client: AMF 2024

Site Location: Askeren

Drawn: Richard Russell Checked by:

Date: 15/03/24 Issue: 1



Scale: NTS Drawing No: 0002

Reference number:

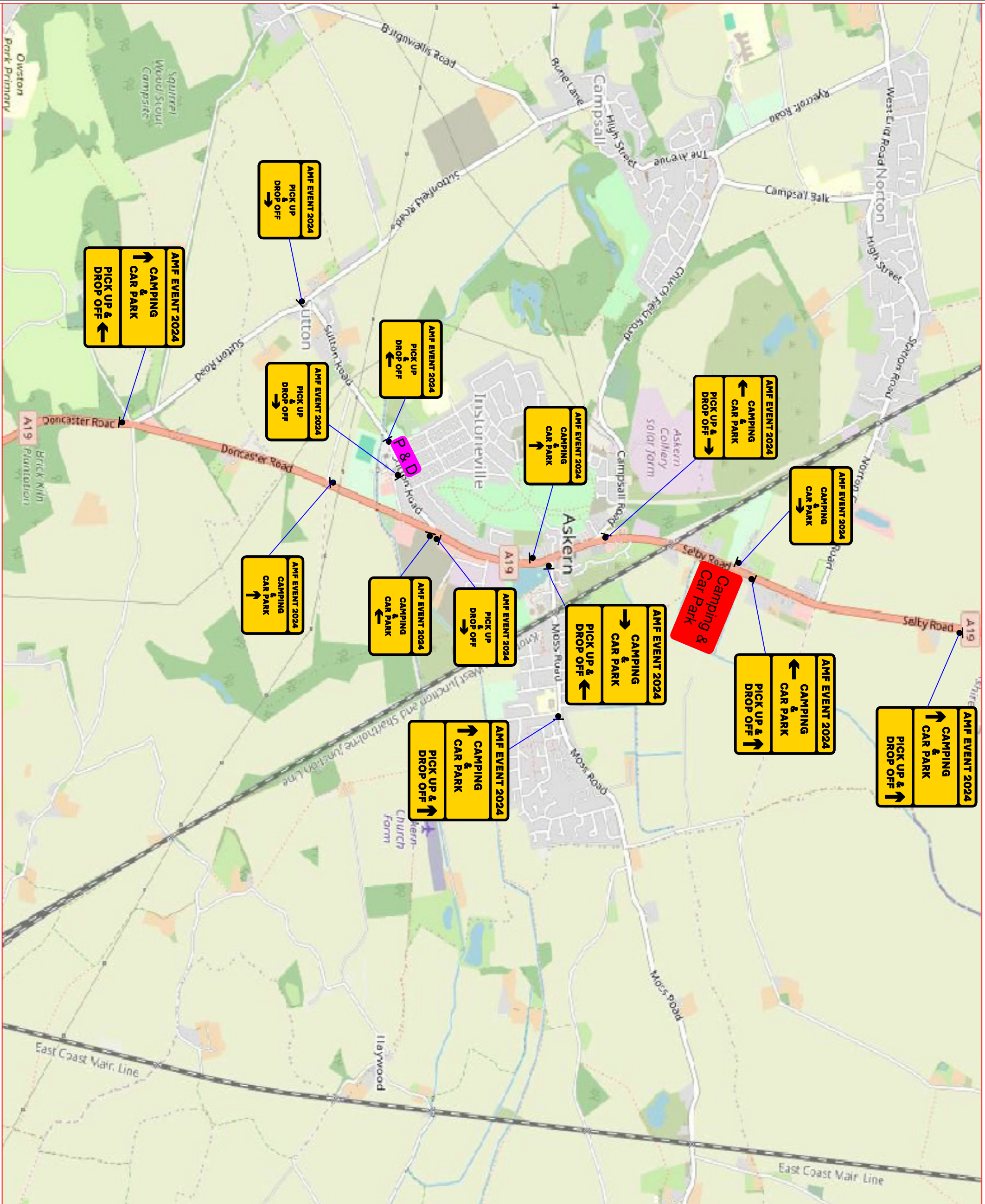
Site Measurements:

- █ Camping and Car Park area
- Sign Orientation
- █ Pick up & Drop Off area

Traffic Management: Car Parking, pick up & drop-off.

Notes:

1. Askeren Spa School is to be used a pick up & drop off area for all event visitors and taxi drivers.



Client: AMF 2024

Site Location: A19 Askerri  
**ENTRY PHASE 8am**

Drawn: J Jeavons Checked by:

Date: 02/04/24 Issue: 1



Scale: NTS Drawing No: 003

Reference number:

Site Measurements:

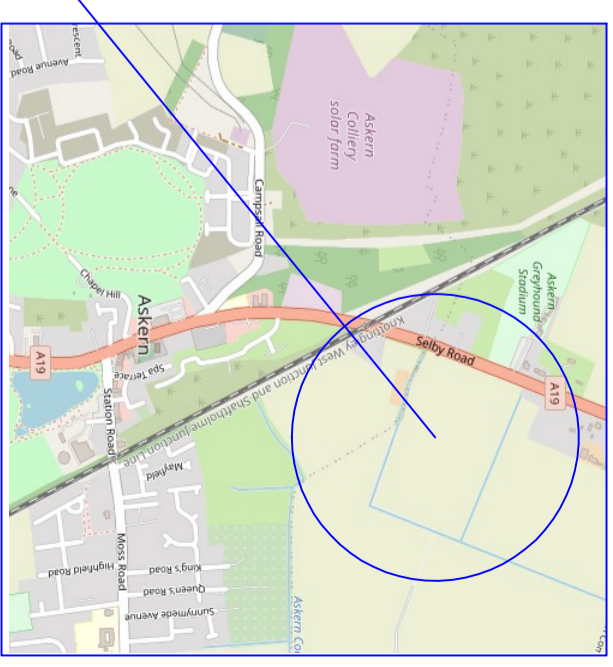
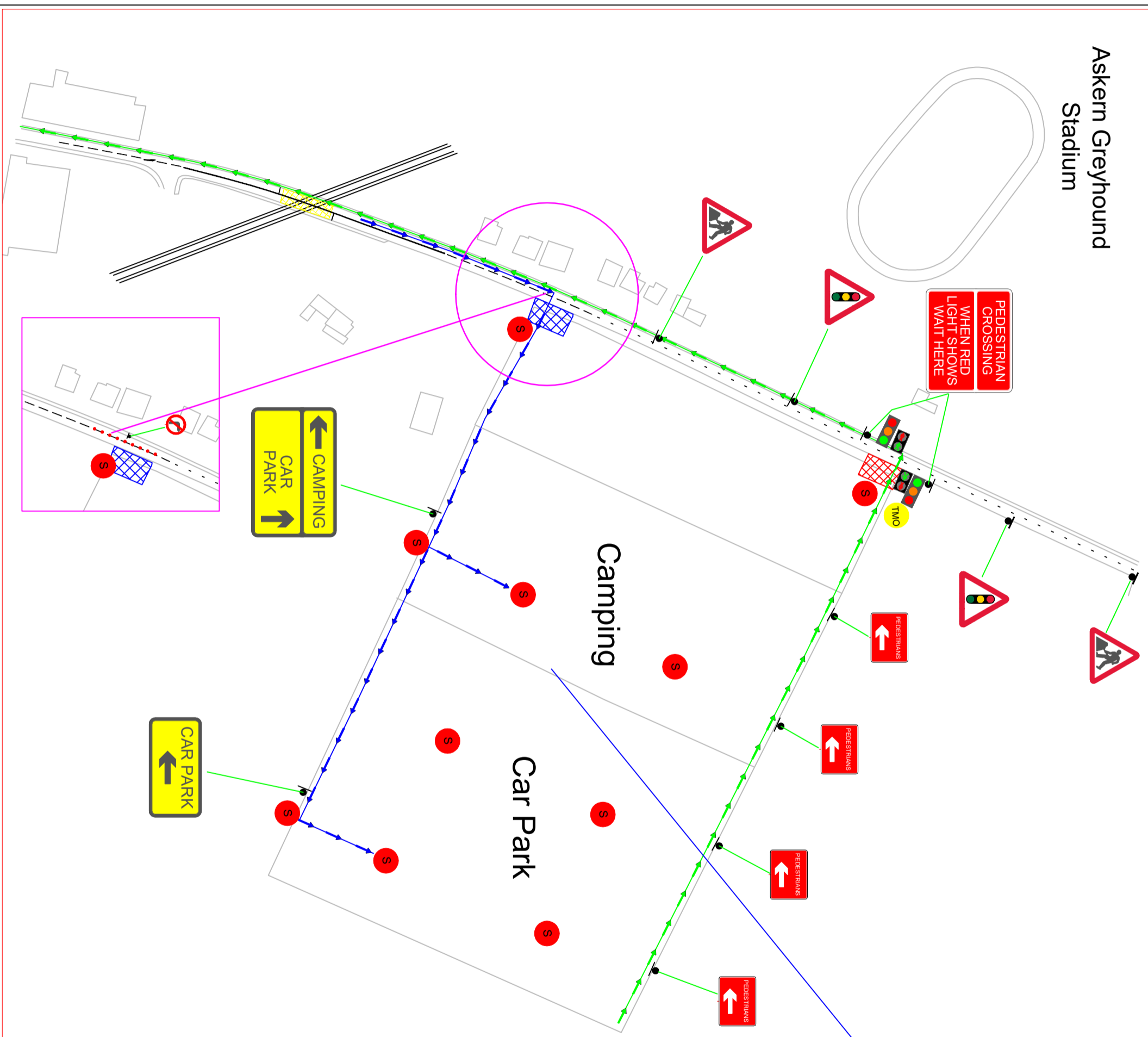
- Sign Orientation
- Car Park Entry Location
- Car Park Exit Location
- Event Steward
- Traffic Management Operative
- Traffic Movement
- Pedestrian Movement
- Temporary Traffic Signal
- Temporary Pedestrian Signal

Traffic Management: Entry Phase

Notes:

1. No Right Turn to be implemented if traffic starts to queue on the A19
2. Stewards in place assisting with the parking of vehicles to keep the vehicles moving at all times.

# Askerri Greyhound Stadium



## Phase Diagram

Phase	Phase 1	Phase 2 (peds)
<b>Red Times</b>	5	12
<b>Green Times</b>	60	15
<b>Blackout 3 Seconds</b>		

Client: AMF 2024

Site Location: A19 Askeru  
**EXIT PHASE 8PM**

Drawn: J Jeavons Checked by:

Date: 02/04/24 Issue: 1



Scale: NTS Drawing No: 004

Reference number:

Site Measurements:

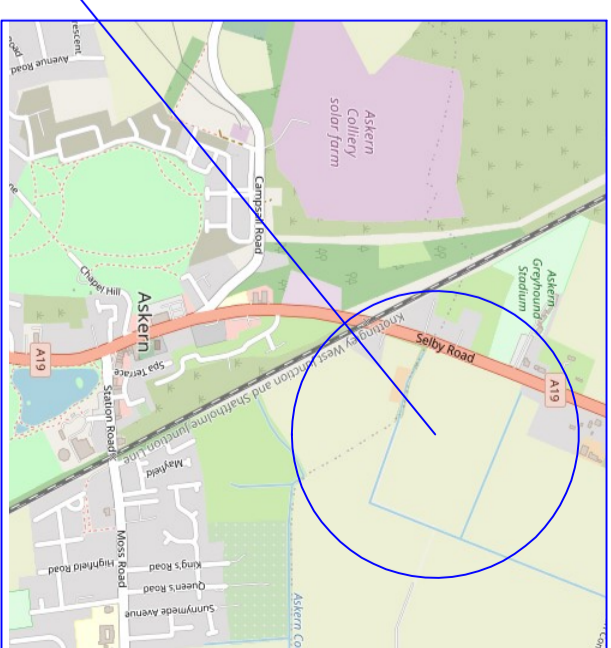
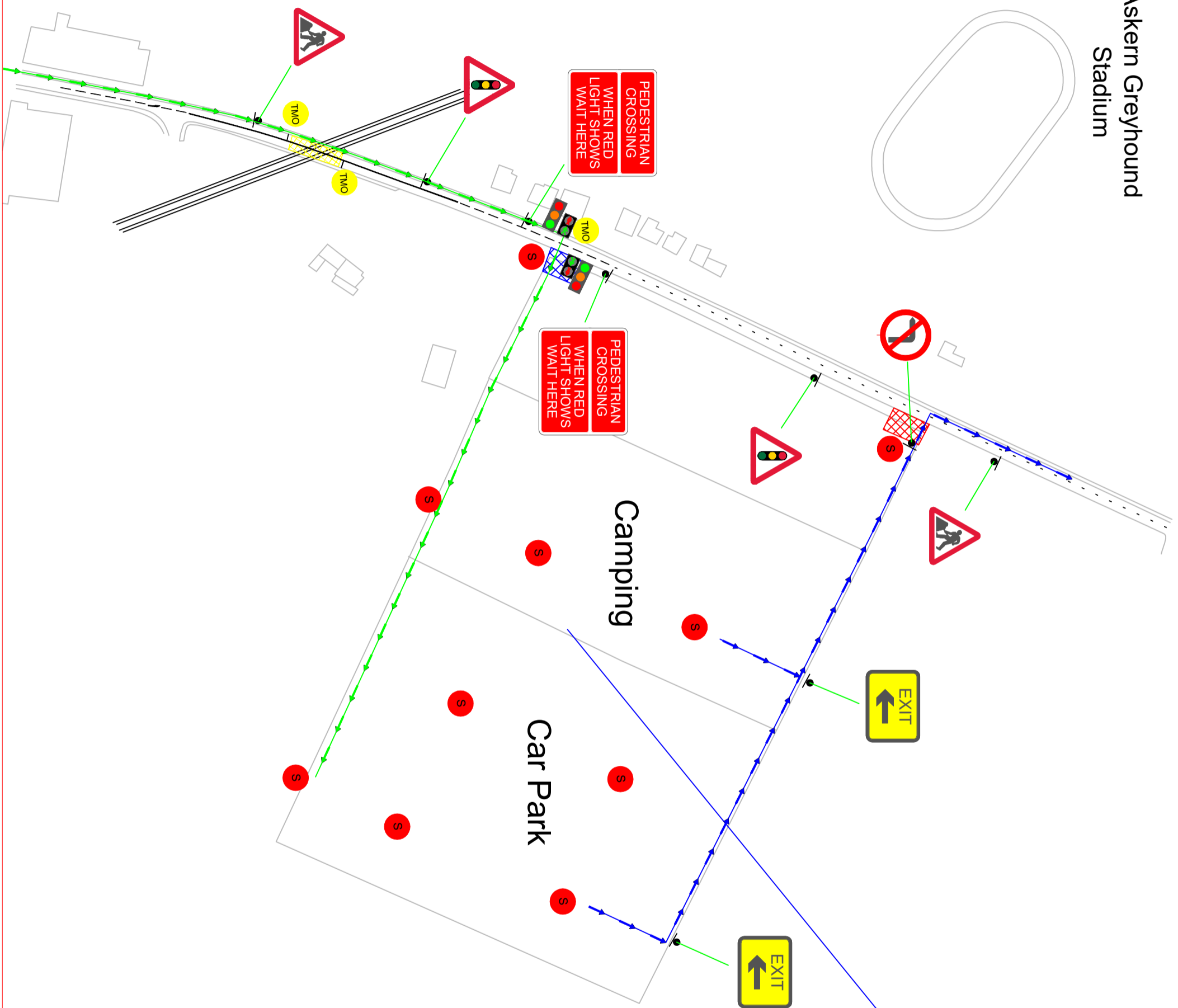
- Sign Orientation
- Car Park Entry Location
- Car Park Exit Location
- Event Steward
- Traffic Management Operative
- Pedestrian Movement
- Pedestrian Movement
- Temporary Traffic Signal
- Temporary Pedestrian Signal

Traffic Management: Exit Phase

Notes:

1. Temporary signalised pedestrian crossing 125 meters from level crossing
2. TMO's at level crossing to be in contact with TMO at the pedestrian crossing to ensure no traffic backs up or stops on the level crossing

# Askeru Greyhound Stadium



## Phase Diagram

Phase	Phase 1	Phase 2 (peds)
<b>Red Times</b>	5	12
<b>Green Times</b>	60	15
<b>Blackout 3 Seconds</b>		

Client: AMF 2024

Site Location: Askern

Drawn: J. Jeavons

Checked by:

Date: 02/04/24

Issue: 1



Scale: NTS

Drawing No: 005

Reference number:

Site Measurements:

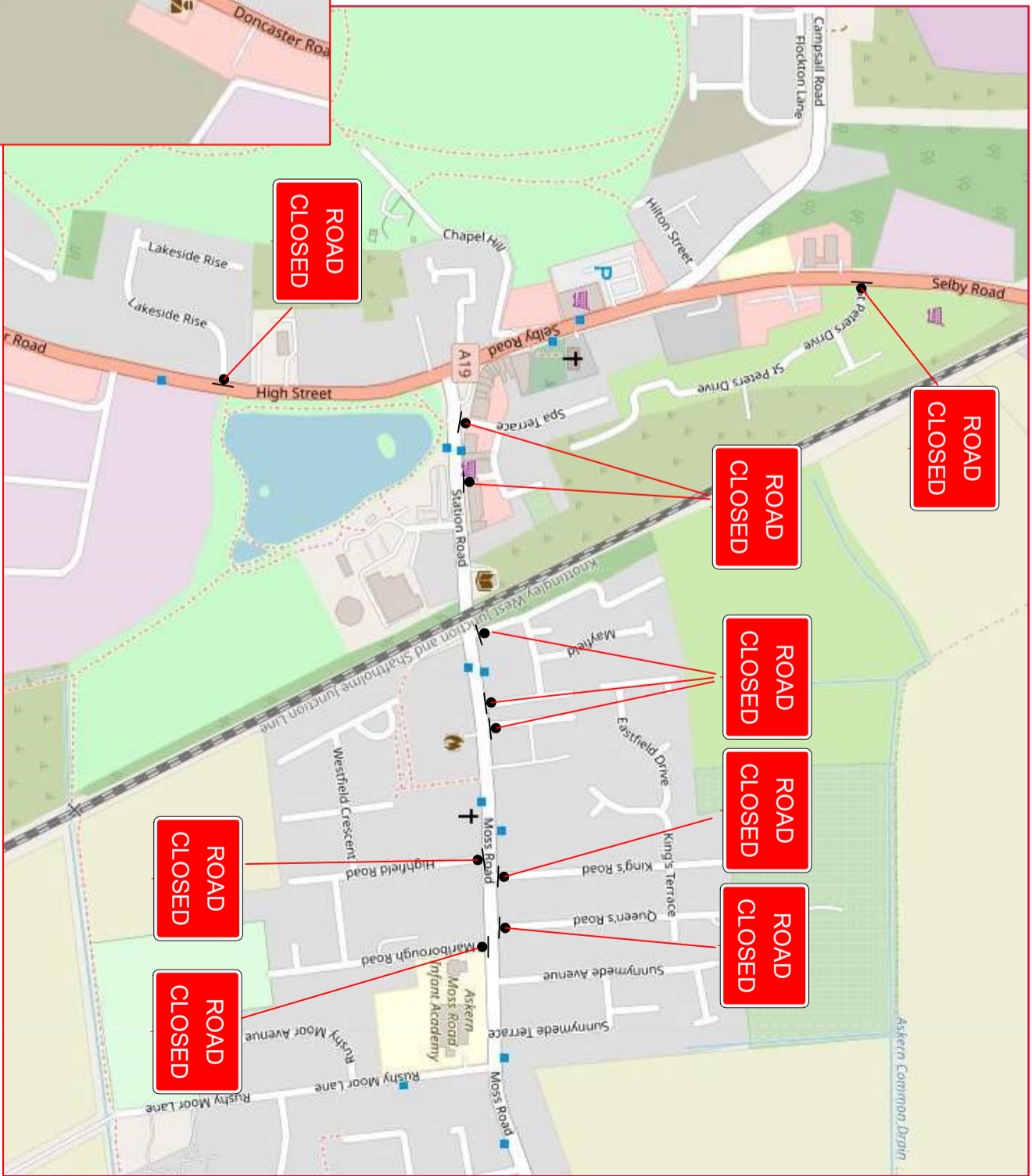
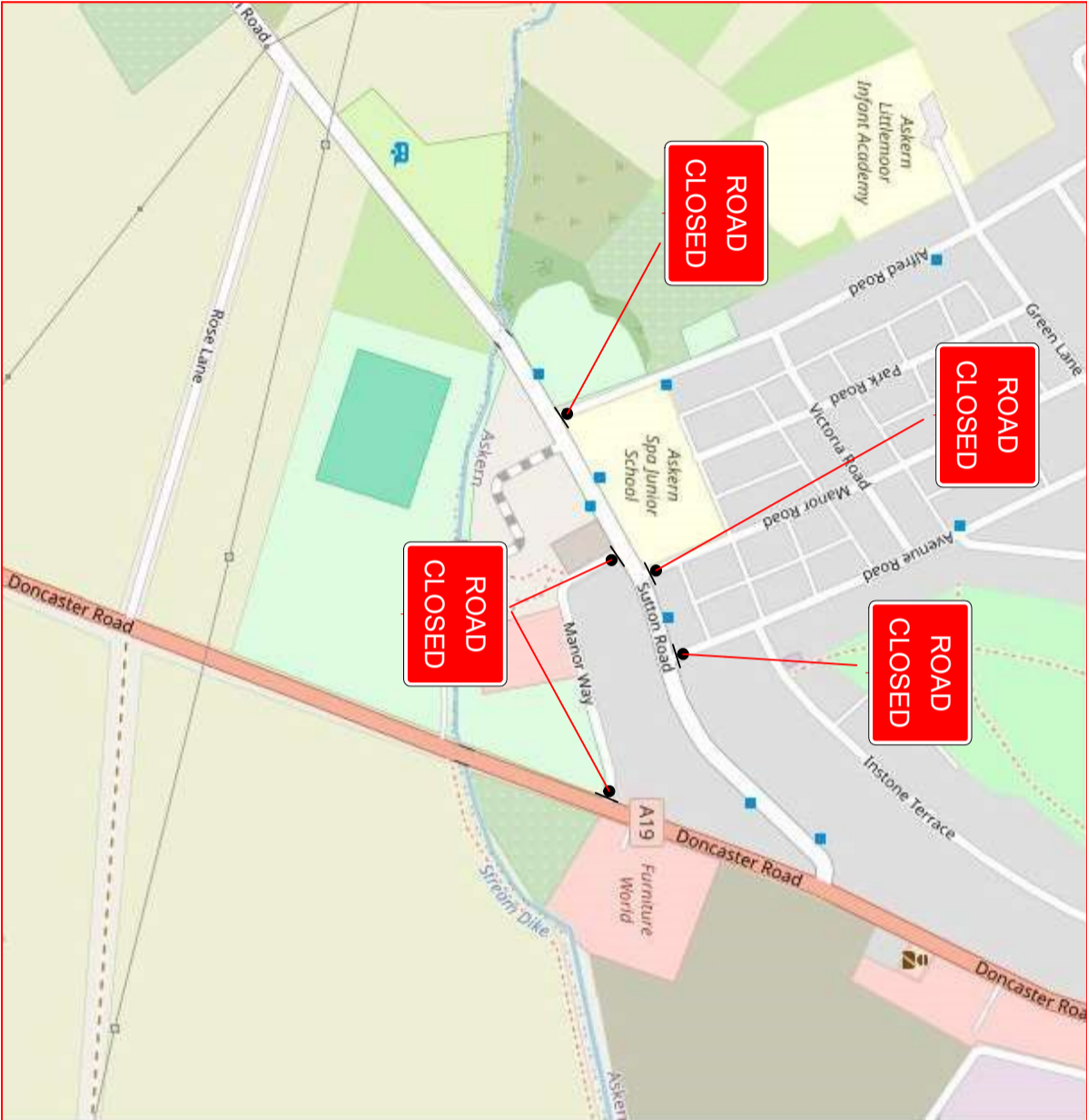
- Sign Orientation

Traffic Management: Road Closures.

Notes:

1. Temporary road closures to be installed at highlighted locations from 08:00 - TBC, all access for businesses and residents to be maintained
2. Each closure point will have an event marshal to prevent parking and give access to residents, businesses, deliveries and emergency vehicles
3. Advance warning signs to be placed 2 weeks prior to event on Moss Road and either side on the A19.

**ASKERN MUSIC FESTIVAL**  
Sat 13th July 2024  
Restrictions in place



# Noise Management Plan - Version 1

Issue Date: 19.03.2024

## Event Organiser Details

<b>Organisation</b>	Askern Music Festival Ltd
<b>Email Address</b>	info@askernmusicfestival.co.uk
<b>Name of Event</b>	Askern Music Festival
<b>Location of Event</b>	Askern Events Field, Askern, Doncaster DN6 0AA
<b>Date of Event</b>	13 <sup>th</sup> July 2024

This document supersedes all previous versions. Please check the version number and be aware that it is your responsibility to ensure that you are working from the current and correct document.

This Noise Management Plan is for the use of planning the 'Askern Music Festival 2024' event and is event specific and based on site visits, planning meetings and all current known issues.

It is for the Noise Management Consultants to issue a full Noise Management Plan based on the research and information herein.

To that intent this plan is a draft document and is intended to be improved on and developed until all parties are satisfied that the event will run safely, smoothly and within all current Legislation and best practice.

The final document needs to be approved by the Event Director and Environmental Health, and City of Doncaster Council, who will then present the document to all those with authority and jurisdiction or interest for improvements and comments.

An often-overlooked aspect of music festival planning is noise management. The amount of noise pollution generated by a music festival is covered by a complex array of rules, regulations and codes of practice. For most organisers this is something best left to external specialist consultants.

Irrespective of a festival's location be it in a remote location or an urban area the same rules apply, however any urban event site is going to require considerably more planning than a site in the middle of nowhere.

Every festival will need to create a Noise Management Plan along with the proposed operating schedule.

These requirements are needed to satisfy authorities responsible for the system of licensing where

the provision of authorisations through personal licences, premises licences, club premises certificates and temporary event notices apply.

### **Legislation.**

Noise pollution and management at music festivals is covered by the Licensing Act 2003 where s.182 guidance states that licensing authorities should adopt the "broad common law" meaning of Public Nuisance which deals with unreasonable interferences with the comfort of the general public. In addition, authorities have powers under the Noise Act 1996 as well as the Environmental Protection Act 1990 and the Noise and Statutory Nuisance Act 1993. The requirements for most music festivals will mean that there will likely be a night time limit designed to be below the permitted level defined within Noise Act 1996 i.e., Permitted Level = 34dB LAeq,5minutes, measured internally with windows closed. This approximates to 49dB LAeq,5minutes externally.

2

### **Planning and Control.**

Any noise consultant specialist who is responsible for compiling a Noise Management Plan should have the necessary skills and experience to use suitable equipment that enables noise predictions and sound testing to be undertaken before the event dates to confirm that the venue is a viable location for the proposed festival. In carrying out any testing and monitoring the noise consultant should follow the Code of Practice on Environmental Noise Control at Concerts 1995 working closely with sound system engineers and the festival organisers. Any plans and should be completed prior to the event and submitted to local Environmental Health and Licensing Officers.

Managing noise at any music festival is a complex and somewhat scientific process and does require the contracting of suitably qualified specialists. Aside from the planning aspects there will be a requirement to install sound monitoring equipment on-site including performance stages and other locations. Sound monitoring equipment may also be situated in the surrounding area close to any residential properties to ensure compliance. Organisers should use these specialists as the main point of contact with local authorities responsible for monitoring noise levels throughout the duration of the festival.

Monitoring can be continuous or for a succession of short periods, e.g. up to 15 minutes, to enable the overall noise levels for the event to be established. Noise levels for the audience should be checked at head height in the loudest part of the arena, usually at the front-of-stage barrier. As stated previously if the sound level is measured elsewhere, e.g. at the front-of-house mixing desk position, a correction

3

needs to be estimated during the initial assessment and applied to allow for the difference between that measurement position and the loudest area.

During the event, those involved in monitoring and controlling sound and vibration levels need to be able to maintain a dialogue. If monitoring indicates that the sound and vibration levels are liable to exceed the relevant limits, the sound engineer needs to be advised to adjust the system immediately.

All sound engineers need to be instructed to act on the advice of the nominated person responsible for overall control of sound and vibration levels.

Licence conditions for music events are typically based on relevant noise standards and noise limits contained within The Code of Practice on Environmental Noise Control at Concerts. (Details may be found by copy and pasting the link below)

[https://www.gov.je/SiteCollectionDocuments/Leisure%20and%20entertainment/ID%20Code%20of%20Practice%20on%20Environmental%20Noise%2020110517%20R WJ.pdf](https://www.gov.je/SiteCollectionDocuments/Leisure%20and%20entertainment/ID%20Code%20of%20Practice%20on%20Environmental%20Noise%2020110517%20R%20WJ.pdf)

Sound amplification systems will be designed, installed and used to prevent, as far as is practicable, noise breakout from the site and subsequent disturbance to sensitive receptors near the site. This will include the use of noise mitigation measures, including; noise level reduction, suitably orientated speakers, sound limiting devices and/or suitably designed screening. Any generators, compressors or other machinery and vehicles will be suitably silenced and strategically placed to minimise noise nuisance and such equipment should be shut down in periods of non-use.

As detailed in Communications, Good Neighbour & Event Control, notifying those who may be impacted at an early stage in the planning process is not only courteous

4

but will allow people to plan around the event. This will in turn reduce the impact of the event on them. As well as managing expectations of residents, appropriate communication, ensures that the correct information about the event is shared locally and can reduce the number of objections and complaints. Proper and adequate notification, e.g. letter, leaflet distribution, press and radio announcements, will be provided to any resident or business likely to be impacted.

### **1 Statement of Intent and Content**

The key objectives / outcomes, is to minimise the impact on local residents and neighbouring properties and satisfying the Licensing Authority / Environment Protection conditions.  
To produce a defined program of noise assessments & measurements to establish noise levels which must be complied with.

To identify the range of potential noise sources relating to the site and event and the acceptable level of noise arising from all specified activities.

To detail the list of steps taken to manage noise pollution and matters that will be restricted or prohibited from taking place.

To define a programme of noise monitoring and testing to ensure compliance is achieved.

To establish a robust complaints procedure including readily available details and contact methods within the organisation for the responsible person to contact, and to record all actions / outcomes.

To measure noise levels both on and offsite to ensure the primary objectives are achieved and that the noise conditions attached to the event's licence are complied with.

5



We are committed to proactively manage noise and ensure that noise does not cause a public nuisance and any sound complaints are dealt with effectively.

### **Site**

The Festival Site is situated at Askern Events Field, Askern, Doncaster DN6 0AA.

There are a number of residential areas around the site:

123.8m away from built up residential areas in **Askern** to the east of the arena,

255.59m away from built up residential areas in **Askern** to the north of the arena,

268.69m away from built up residential areas in **Askern** to the west of the arena,

1,467.88m away from built up residential areas in **Sutton**,

1,621.57m away from built up residential areas in **Campsall**,

2037.63m away from build up residential areas in **Owston**.

There are a number of residences locally, none of which have raised concerns about the noise to us, the closest home to the vicinity of the arena is 123.8m.

The event will be held on Saturday 13th July and event time will be between 11:00 - 23:00.

There is the likely-hood that noise propagation tests will start at 09.00 on the event day or possibly for one hour or so the day before but the local residents and Environmental Health will be informed in advance.

The site will consist of 2 sound stages, one outside event stage and one inside, secondary acoustic tent and one fairground area.

All sound systems will point generally in the same direction (from North East to South West) in order to take advantage of the normal wind direction which will act as a barrier to noise transmission.

The second stage, which is a Keder type marquee, will be orientated so that the stage and PA inside will be facing South, away from any housing, the land south of the arena is currently wasteland.

The tent structure will be enclosed to the rear, front and sides which will severely reduce sound transmission from the PA systems. In addition, this structure will be approximately a further 50m away from the nearest residence.

### **Noise Assessment and Criteria**

We will undertake assessments of the full range of potential noise sources, including: amplified music (recorded or live) with particular attention to low frequency bass levels, all public address systems, stage and temporary demountable structures and marquee builds, the use of any plant

machinery, generators, vehicles, chiller units, or any other source of noise or potential noise. This will include objective assessments of noise using measuring equipment and subjective assessment by the competent person. We will identify suitable methods for the control of the noise associated with each activity.

### **Permitted Noise Levels**

The maximum Music Noise Level is expressed as an LAeq and should not exceed 65dB(A) over a fifteen-minute period. This will be checked in accordance with the law to ensure this level is not breached.

### **Low Frequency Noise**

Low frequency noise can be seen as one of the main disturbances to surrounding communities and the organisers acknowledge this. Research and guidance concludes that a level of up to 65dB in either of the 63Hz or 125Hz octave frequency is satisfactory; whilst a level of 80dB or more in either of those frequency bands causes disturbances at long distances. This will be regularly monitored and any anomalies will be rectified during the event to minimise impact on the surrounding areas.

### **Potential noise sources and proposed controls**

Amplified music (recorded or live), all public address systems, stage and temporary demountable structures and marquee builds, the use of any plant machinery, generators, vehicles, chiller units, or any other source of noise or potential noise.

For example; acoustic screens on Heras fencing surrounding the generators or a curfew on movement of plant, machinery or vehicles during unsociable hours will be implanted as required.

The sound levels for the entertainment areas were set in conjunction with the environment protection team and readings obtained in a test environment and throughout the build, the event and the de-rig.

For example; a specialist noise management person listening to a particular noise source to establish whether or not it is likely to be intrusive to noise sensitive premises / residencies or by the use of specialist noise measuring equipment.

We will document and identify appropriate noise monitoring locations to enable the responsible person to take readings quickly and easily during activities and include the measurement of noise levels at the perimeter of the site and at neighbouring residential premises.

Readings will be taken regularly and spot checks suitably documented.

No vendors will be allowed to bring any other type of sound system with them on to the site, no public will be allowed to bring personal items such as ghetto blasters on site. The fairground rides will be monitored for noise and the use of music especially controlled.

All event management, entertainment contractors and general staff will be made aware of 'normal' noise control measures and any 'emergency measures'.

That is, they will be informed of the noise limits imposed and what to do if noise limits are exceeded and or complaints received, therefore being able to respond quickly and efficiently.

### **Sound Systems Design and Setup**

Our sound systems will be set up and orientated in such a way that will minimise noise pollution on the external environment.

The systems will be configured where possible to have a narrow horizontal dispersion to reduce overspill from the intended coverage areas.

Careful positioning and alignment of the systems will ensure optimal coverage on the intended audience and balance this against off site environmental noise impact.

The use of delay speakers may be utilised to limit the need for point source excessive sound from the stages.

### **Noise monitoring and control procedures during the event**

Prior to the event, all sound engineers and stage managers will be briefed by the organisers on the importance of minimising any noise on the external environment.

All sound engineers on site have performed various duties at similar previous events and have a great deal of experience. On-site noise levels will always reflect the size of the audience (for example earlier on during the festival the levels will be relatively low and will increase gradually in accordance with crowd size and towards the main headline act).

Our engineers are always advised to leave 'headroom' early on in the event to provide a safety margin which will then allow for some upward movement of levels, whether that's to maintain audience satisfaction or to permit the headline acts a bit more 'dynamics'.

Throughout the event relevant personnel will remain responsible for noise controls, this will be achieved by conducting measures at the predetermined locations both internally and externally to the event site.

**Internal Noise Measuring** equipment will be deployed with real time analysis at the front of house sound desk positions, (not more than 40m from the front edge of stage).

Noise Measurement equipment will also be mobile and deployed at various positions around the internal edge of the event site location upon the final completion of the site layout and build, (but at least on all sides of the event perimeter).

**External Noise Measuring** will be deployed at Westfield Close, Middlefield Gardens, The Crown Hotel (High Street), Station Road, Lakeside Rise and Mayfield Villas (subject to residents permission).

Measurements will be conducted over a fifteen-minute period, although shorter measurement periods may be undertaken. All measurements will be recorded and made available for inspection at any time by the regulatory authority during the course of the event.

Both Type I and Type II noise measurement equipment will be in use by competent persons during the event and there is an ongoing monitoring system in place with calibrated and certified equipment.

Both during noise propagation tests and continuously throughout the event, offsite noise

measurements will be relayed to the onsite team to enable the operating engineers at the mixing positions to control the sound from the PA systems.

i.e. Knowing what the offsite monitoring is telling us enables us to keep a constant 'eye' on the noise measurements near the stage, in accordance with what the external measurements are.

### **Public Relations and Complaint Procedure**

Complaints may and can occur due to persons in the surrounding area can hear music, consequently, they perceive it to be loud. In fact, topographical and climatic conditions can often influence this and this will be closely monitored throughout the event.

The purpose of the monitoring is to determine the nature of the impact.

The event organisers will ensure that appropriate means of communications will be open with local residents through Local Consultations, Social Media and Doncaster Freepress newspaper, prior to the event; informing them of the start and finish times of the festival.

A dedicated contact number will be provided for noise complaints. Should a complaint be received it'll be investigated immediately and if noise levels are deemed to be unacceptable, necessary action will be implemented to reduce the level of the noise source through the sound engineers. The event organiser will have full control over the sound levels at all times throughout the event and will liaise with sound engineers to control sound levels in the event of complaints/decibel limit breaches.

A complaints log will be maintained by the site manager, the log will contain addresses of complaints, times and the necessary actions that were taken in dealing with the issue. This will be available to the relevant regulatory bodies upon request.

### **Communications**

It is essential that there are adequate communications both on the site and in the surrounding area so that relevant persons can contact one another. We will issue walkie talkies with earpieces and noise cancelling headphones as once there is music playing it can become difficult to have telephone conversations, or even to hear the phone ringing. We will therefore use mobile phones and texts and an additional form of communication.

### **Staff Training**

Staff will be provided with general advice and training on noise control measures and made aware of internal procedures for assessing and controlling noise and dealing with complaints. Staff involved in noise monitoring will already have a good understanding of acoustics, the standards being applied, and the specific noise parameters being measured. They will be competent in environmental noise monitoring techniques to ensure results are reliable and robust and be able to produce the relevant monitoring records.

## **Review**

Following completion of the event, post event reporting will be made detailing sound observations and any actions taken.

The noise and feasibility plan presented above aims to address all challenges and ensure that an acceptable equilibrium is maintained between the needs of the event organisers and the local residents.

All relevant actions have been taken to reduce the noise impact on the surrounding area, sound monitoring will also be taking place throughout the event and complaints will be recorded and dealt with accordingly.

### **Sound system design details:**

This system was used as an example to determine if we are confident that we can achieve the noise management conditions set out.

L-Acoustics line-arrays consisting of 14 x K1 boxes at 11m height

L-Acoustics line-array consisting of 4No. K2 boxes at 3m height.

Cardioid Subwoofer array consisting of 12 x KS28 at 3.4m centres

An open site with Heras fencing was modelled surrounding the festival site boundaries.

In phase two, the above model was imported into IMMI, a 3D noise propagation modelling software package, in which noise breakout predictions were carried out in accordance with the methodology specified in ISO 9613 parts 1 and 2.

It should be noted that the IMMI software assumes worst case (downwind) propagation from the source to each of the receivers and does not account for foliage, local noise sources, weather variations and any road barriers.

The stage orientation and sound system design were carried out by the organisers and careful attention was given to designing a solution that will minimise the noise impact to the surrounding area.

The predictions we were working too are based on the above system but an audio contractor is yet to be confirmed as is the type of audio system equipment. We are however, from our software predictions confident that we can keep within the 65dB limits for noise. We also ran this modelling on Martin W8 systems and d&b systems J series equipment. All three (different) types of systems when modelled with the software gave fairly consistent results and at the offsite monitoring positions we could achieve measurement readings consistent with 65dB or below.

A thorough and comprehensive updated noise management plan will be undertaken when the stage, site plans and a contractor is confirmed.

# Askern Music Festival 2024

## - V4

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### Event Organiser Details

<b>Organisation</b>	Askern Music Festival Ltd
<b>Email Address</b>	info@askernmusicfestival.co.uk
<b>Name of Event</b>	Askern Music Festival
<b>Location of Event</b>	Askern Events Field, Askern, Doncaster DN6 0AA
<b>Date of Event</b>	13 <sup>th</sup> July 2024

# 1. Event Overview

## 1.1 Event Overview

### Event Overview

It is the intention of Askern Music Festival Ltd (AMF) to host an open-air concert featuring the headline 'middle of the road' rock/pop/indie acts in the grounds of Askern Events Field, Askern.

The organisers intend to build on the success of previous events whilst maximising the positive benefits to the local area and minimising any potential of public nuisance complaints.

The event will be staged on 13th July 2024 and will also feature a second smaller stage, hosting acoustic artists in support.

There is to be food and beverages available and all welfare services in place along with possible merchandise vendors and market stalls.

The audience is expected to arrive primarily by personal/public transport and via the designated shuttle bus service. and enter the park from three entrances. The event is to be managed by AMF representatives, and an event production team headed by Hayley Grice and Dave Bates.

This will be the seventh annual small-scale event produced by AMF. The License holder will be Mr Andrew O'Grady, AMF.

All contractors are highly vetted and are regularly reviewed. All are acknowledged leaders in their field of expertise and have practicable working knowledge of current legislation, regulations, approved codes of practice and guidance in the event industry.

All safety certificates, structural certificates, public liability insurance is reviewed and inspected prior to the event to ensure professional competency, compliance with current legislation, and safety systems of work.

Document maintenance is of paramount importance to ensure conflict between policies and procedures does not arise.

### Purpose of Event Document

The purpose of this document is to present an event plan for the safety, security and welfare of the general public, employers and employees attending the event. The plan is to inform, clarify and ensure that each individual and organisation is aware of their roles and responsibilities during the planning, execution and safe operation of the event. Clear management structures and clear communication are paramount in the event being enjoyable, successful and above all safe.

This is an ongoing, operational document and will be regularly reviewed and updated.

It has been based on similar types of events and other shows, and draws on principles from current Health and Safety Executive (HSE) guidance documents, such as but not limited to:

- The Health and Safety at Work etc Act 1974 (the HASAW Act)
- The Event Safety Guide, commonly called the Purple Guide
- Guide to safety at sports grounds (2008), commonly called the Green Guide
- The Management of Health and Safety at Work Regulations 1999
- Managing Crowds Safely (2000)
- Construction Design Management Regulations 2015
- Fire Safety Risk Assessment. (Open air events and venues)
- Regulatory Reform (Fire Safety) Order 2005 Licensing Act 2003
- First Aid Regulations 1981

Event Timing	
<b>Event start time</b>	11am
<b>Event end time</b>	11pm

### 1.1.1 Event Staff



Name	Position	Contact Number
Andy O'Grady	Designated Premises Supervisor and AMF Stakeholder	
Ashley Towler	AMF Stakeholder	
Kristian Robson	AMF Stakeholder	
Hayley Grice	Event Director	
Dave Bates	Safety Officer	
Martin Semple	Production Manager	
Jimmy Mac	Acoustic Tent Manager	
Stephen Stanley	Stage Manager	
Don Woodcock	Fire Officer	
Ewan Ogden	Marketing and Press	

## 1.2 Event Itinerary

Logistic Event Timings	
Date / Time	Action
13/07/2024 – 8am	Directors/Security/Main event staff to be on site
13/07/2024 – 8am	Campsite/car parks to open
13/07/2024 – 9:30am	Volunteers/Staff to arrive on site
13/07/2024 - 10am	Soundcheck
13/07/2024 – 10:30am	Safety briefing
13/07/2024 – 11:30am	Site to open, everyone in position by 11am
13/07/2024 – 12pm	First acts on both stages
13/07/2024 – 8pm	Final act on Acoustic Stage
13/07/2024 – 09:30pm	Final act on Main Stage
13/07/2024 – 10:15pm	Last orders on bars
13/07/2024 - 11pm	Curfew

## 1.3 Programme of Events

Programme of Events and Activities for the Day	
Time	Activity
11am	Gates Open
11:30am - 12pm	Ciaron Elm Set (Acoustic Tent)
11:40am - 12:10pm	Denaby's Set (Main Stage)
12:10pm - 12:40pm	Sammy Murdock Set (Acoustic Tent)
12:20pm - 12:50pm	Idle Noise Set (Main Stage)
12:50pm - 1:20pm	Stephen F. Mone Set (Acoustic Stage)
1pm - 1:30pm	The Rosadocs Set (Main Stage)
1:30pm - 2pm	Alice Ede Set (Acoustic Stage)
1:40pm - 2:10pm	Under The Influence Set (Main Stage)
2:10pm - 2:40pm	Calum Green Set (Acoustic Stage)
2:50pm - 3:40pm	The Farm Set (Main Stage)
2:50pm - 3:20pm	Daisy Peacock Set (Acoustic Stage)
3:30pm - 4pm	Jamie Wooding Set (Acoustic Stage)
4pm - 4:50pm	Afflecks Palace Set (Main Stage)
4:10pm - 4:40pm	Ed Cosens Set (Acoustic Stage)
4:50pm - 5:50pm	Mat Hook Set (Acoustic Stage)
5pm - 6pm	The View Set (Main Stage)
5:40pm - 6:30pm	The 48k's (Acoustic Stage)
6:30pm - 7:30pm	Reverend and the Makers set (Main Stage)
6:40pm - 7:40pm	Sam Scherdel set (Acoustic Stage)
8pm - 9pm	Tom Meighan set (Main Stage)
8pm - 9pm	Simon and Oscar OCS set (Acoustic Stage)
9:30pm - 10:30pm	Billy Ocean set (Main Stage)
11pm	Curfew

## 1.4 Event Management

### Roles and Responsibilities on Event Day (s)

Roles of event staff and their main responsibilities:	
Role	Responsibilities
Event Stakeholder	<p>As the license holder representative, the event director will have overall responsibility for ensuring that all site infrastructure and services comply with all current guidelines of health and safety. The event director will be responsible for overall strategic planning, liaison with all relevant authorities, suppliers and production companies and personnel.</p> <p>The Event Director will work with the Safety Manager to ensure the health and safety policy is updated and dynamic and will make the overriding decision in all safety matters on behalf of the organisers.</p> <p>The Event Director is responsible in all circumstances for the final operating procedures, other than a major incident, which will defer to the Event Safety Manager or the Emergency Services in the case of a Transfer of Authority.</p>
Bar Manager/Director	<p>The Bar Manager will ensure seamless and responsible functioning of our beverage services. Duties include overseeing inventory and staff to ensuring compliance with local regulations, including Challenge 25, to prevent underage drinking and maintain a safe environment.</p>

<p>Concessions Manager/Director</p>	<p>The Concession Manager, will oversee the efficient and profitable operation of concession stands within a designated venue or facility.  This involves being the main point of contact for vendors and liaising with the Event Manager to ensure they have up-to-date Public Liability Insurance as well as up-to-date Hygiene Ratings and Risk Assessments.  Furthermore, they will collaborate closely with event organizers and venue management to coordinate concession operations and logistics seamlessly throughout the day.</p>
<p>Safety Officer</p>	<p>The Safety Officer will liaise between the Event Director(s), and Security and Stewarding managers in all safety-related matters and will be responsible for ensuring that all agencies are kept updated on any changes to the event plan.  The Safety Officer and Artist Manager will liaise with Concessions and Production to ensure that contractors have up to date Public Liability Insurance, Risk Assessments and up to date Health and Safety Practices.  The Safety Office will be in charge of the delivery of the health and safety briefing for the event and to ensure staff, stewards and volunteers follow this.</p> <p>This also means they will assume control in the case of a major incident, liaising with the director(s) and make available all resources to the emergency services if requested until the statutory services assume control. The Safety Officer will have overall control of the site.</p> <p>Alongside this, they (along with volunteer assistance) will distribute the Artist, AAA and Press passes – to ensure these are not handed out incorrectly – doing a check-in system when applicable – any further guest passes for artists will be ordered before the event and checked in to monitor crowd control and capacity.</p>
<p>Production Manager</p>	<p>The production manager will be tasked with overseeing all logistical aspects related to the stage production and take instruction from the Stage Manager regarding stage setups and sound systems to lighting arrangements and artist accommodations.  You'll work closely with vendors, contractors, and production teams to coordinate schedules, and ensure that Safety and crowd management are paramount in the backstage, stage and green room area.  You'll need to collaborate with security personnel and runners to see the smooth running of the area.  You will report any issues to the Event and Stage Managers as well as ensure that only those with AAA or Artist Passes have access to the stage/green room areas.</p>
<p>Stage Manager</p>	<p>The Stage Manager/s will be responsible for artist, tour manager, lights, sound, video and stage crew liaison once they have been cleared and checked in by the Event Manager.  The SM will maintain the production schedule and liaise with the Production Manager.  The SM will be responsible for ensuring all acts are aware of their responsibilities in the show stop procedure and will liaise closely with the Pit Manager.</p>
<p>Press and PR coordinator</p>	<p>The Press and PR Co-ordinator will be in charge of the publicity and social media activity on the run up and the actual day of the festival.  This could include but not be limited to liaison between the festival and media outlets, as well as festival content, writing press releases, liaising with the directors and the Event Manager for content.  The Press and PR Co-ordinator will be on hand to answer any questions via social media during the day also.</p>

## 1.5 Crowd Management

<p>Crowd Management details</p>
<p><b>Ticketing:</b></p>
<p>Tickets for the event will be scanned upon entry, with attendees receiving wristbands corresponding to their ticket type, granting access to specific areas. The various ticket categories are as follows:</p> <ul style="list-style-type: none"> <li>● General Sale: Available to the general public.</li> <li>● Disabled: Reserved for individuals with disabilities.</li> </ul>

- Carer: Designed for attendees accompanying disabled individuals.
- VIP: Providing special privileges and access to exclusive areas.
- Staff: Allocated for event organisers and workers.
- Press: Intended for media personnel covering the event.
- AAA: Restricted to directors and main event staff.
- Artist: Artists and their crew.

Each ticket type will be distinguishable by its unique colour, facilitating easy identification of attendees' access permissions.

#### Capacity Management:

There will be a maximum capacity of up to 9,999 attendees for the 2024 event.

For avoidance of doubt, the document is working to a capacity of 9,999 throughout, to ensure the maximum is covered, however, it is reasonable to expect between 5000 - 7000 to attend this year.

Different tickets will have specific coloured wristbands to identify adults, VIPs and children.

Clear communication about capacity limits and updates on the capacity of the main field, VIP and acoustic tents will be monitored by clickers and with the no re-entry policy. This will be coupled with SIA-trained security, stewards, and volunteers to enforce capacity limits, maintaining a safe environment.

Implementing safety protocols such as bag checks, along with contingency plans for unexpected situations, plus risk assessments for crowd management of the event, ensuring the safety and comfort of all attendees, staff, contractors and volunteers.

A dot plan has been created by Task Personnel for the Main Event Arena and Car Park A/Campsite and will be distributed along with this plan.

#### Access and Egress of the crowd:

1. **Risk Assessment:** Conduct a thorough risk assessment to identify potential hazards and challenges related to crowd management, such as overcrowding, bottleneck areas, or potential security threats.
2. **Designated Entry and Exit Points:** Designated entry and exit points to control the flow of the crowd. Use barriers, signs, and staff to guide people to the appropriate areas.
3. **Capacity Management:** Monitor crowd density and ensure that the venue or space does not exceed its maximum capacity to avoid overcrowding. Implement measures such as ticketing systems, pre-registration, or timed entry to regulate the number of people entering the area at any given time.
4. **Queue Management:** Organize queues in a structured manner to prevent congestion and confusion. Utilize queue barriers, signage, and staff to manage the flow of people waiting to enter or exit.
5. **Communication:** Provide clear and consistent communication to the crowd. Staff will be briefed and updated regularly regarding entry and exit procedures and safety guidelines. Use announcements, signage, and digital displays to relay information effectively.
6. **Staffing:** Ensure that there are enough trained staff members available to manage the crowd effectively. Staff should be knowledgeable about crowd management procedures, emergency protocols, and customer service skills.
7. **Emergency Preparedness:** Have contingency plans in place for emergencies such as medical incidents, evacuations, or security threats.
8. **Continuous Monitoring and Adaptation:** Continuously monitor the crowd throughout the event and be prepared to adapt plans and procedures as needed based on changing conditions or unexpected developments.

## 1.6 Advertising

**Event Advertising:****How and where we will advertise Askern Music Festival:**

To advertise our event, we'll use social media like Facebook, Twitter, Instagram, and LinkedIn to engage with our audience and share event details. We'll also reach out to local press for coverage in newspapers and online publications including Doncaster Freepress, Yorkshire Post and BBC Yorkshire/BBC Sheffield.

**Media Attendance:**

The festival organisers are anticipating a small media presence at the event, thus they have allocated a substantial number of press passes for journalists and photographers.

These passes provide access to various areas of the festival grounds, including photo pit, main field and acoustic tent.

They will not be permitted anywhere else unless escorted by a AAA pass holder.

They will check in and receive specific wristbands.

## 2. Site Management

### 2.1 Contractor Management

We will ensure that all documents will be checked and filed.

Company	What are they providing/doing?
Oneway Traffic Management Limited	Traffic Management
Vie Medical Services	Medical/Ambulance
Task Personnel Solutions	Security and Stewarding
Arena Group	Fencing
T-Mec Productions Ltd	Staging, Lighting and PA systems

### 2.2 Traders

Trader and Commercial Stalls:

We will ensure that all documents will be checked and filed

Name of Organisation	Concession Type
Pickwicks Pizza	Pizza Van
Nana Van	Street Food
Devon's Kitchen	Jamaican Food
1st Class Caterers	Burger Van
World Dogs (Kaya's Kitchen)	Hot Dog Van
Yorkshire Pudding Wraps	Yorkshire Pudding Wraps
Orchard 27 Events	Mexican Food
Gouda for the soul	Toastie Van
Steve's Whippy's	Ice Cream Van

HMS Catering	Japanese/Korean Street Food
Dorothy May Bakes	Sweet Treats
Churrioso	Churros
Hartleys on the hoof	Hog Roast

### Sale of Alcohol

#### AMF Alcohol policy.

1. Obtain necessary permits and licenses: Ensure that you have all the required permits and licenses to sell alcohol at the festival. This may involve obtaining permits from local authorities, such as a temporary liquor license.
  2. Designated sales area: Set up a designated area for alcohol sales within the festival grounds. This area should be easily accessible to attendees but segregated from other activities to prevent underage drinking and ensure crowd control.
  3. ID checks: Implement a strict policy for checking IDs to verify the age of attendees before selling alcohol. This helps prevent underage drinking and ensures compliance with legal requirements.
  4. Limit alcohol quantities: Consider implementing limits on the quantity of alcohol that can be purchased by individuals at one time. This can help prevent excessive drinking and promote responsible consumption.
  5. Offer non-alcoholic options: Provide a variety of non-alcoholic beverage options for attendees who may choose not to drink alcohol. This can include water and soft drinks.
  6. Security and crowd control: Have adequate security personnel in place to monitor the alcohol sales area and ensure the safety of attendees. This may involve controlling access to the area, managing queues, and intervening in situations where necessary.
  7. Challenge 25 policy: Implement a Challenge 25 policy, where staff members are trained to challenge anyone who appears to be under the age of 25 for ID when attempting to purchase alcohol. This policy helps prevent underage drinking and ensures compliance with legal age restrictions.  
  
Additionally, staff members should be trained to recognize fake IDs and refuse service to those using proper identification.
- Challenge 25 complements the ID checks mentioned earlier and reinforces the importance of responsible alcohol sales practices at the festival.
8. Communicate rules and regulations: Communicate the rules and regulations regarding alcohol sales and consumption to attendees through signage, announcements, and other channels. This helps set expectations and ensures compliance with festival policies.
  9. Monitor and evaluate: Continuously monitor alcohol sales and consumption throughout the festival and make adjustments as needed to address any issues or concerns that arise. After the festival, evaluate the effectiveness of your alcohol management measures and identify areas for improvement for future events.

### 2.3 Fencing and/or barriers

#### **Fencing and Barriers Deployment:**

Heras fencing will be deployed around Askern Boating Lake and along the perimeter of Askern Events Field to enhance safety measures and delineate specific areas.

The fencing around the boating lake serves as a protective barrier, ensuring visitors' safety while accessing the entrance/exit of the field, whilst limiting the risk of accidents around the lake.

Additionally, a 10-metre fire line will be established around the Events Field, delimited by Heras fencing, to mitigate the risk of fire hazards, as well as acting as a lane for access for staff and emergency services, providing ample room for large emergency vehicles.

Generators and electrical structures will be securely enclosed within fenced-off areas to prevent unauthorised access and ensure operational integrity.

The acoustic tent, a focal point for entertainment, will be carefully enclosed with barriers, with dedicated entrance and exit points to manage crowd flow effectively.

Heras barriers will also be placed to organise queues efficiently, ensuring orderly access to the bar services and amenities while maintaining crowd control measures.

The 'gym' situated on the outskirts of the arena will be covered and have heras fencing around it. The tall trees will be sandwiched between the fire lane and the main arena, not impacting or blocking any routes, but keeping them out the way.

Askern Town Council has given us permission to remove the dead saplings on the east side of the event field to make it clear, therefore no fencing is required to block these off.

Heras fencing will create an arena all around the arena, ensuring the live railway line is blocked off to attendees, as well as dikes around the arena.

Furthermore there will be a fire line all around that connects to the Emergency Service Blue Route, this adds an extra layer of barriers away from the live railway and dikes, these will also be monitored at certain points by stewards.

### 2.4 Electricity, Water, Gas Supply and Generators

#### **Electricity, water, gas supply or other flammable liquid supply:**

These will be supplied by Andy J Harrod of AM Power.

We will have the following in place:

200 Kva sync set for the main stage

60 Kva for the main bar  
 60Kva for acoustic tent/catering vendors  
 20Kva VIP tent along with festoon lights for lighting.

5 tower lights in camping and 4 tower lights on the main site.

RAMS will be provided.

## 2.5 Temporary Structures

***Please refer to the site plan for further detail***

Temporary Structures have been accounted for in the site plan, below is a table of all the temporary structures on the main event field:

Structure	Size (m <sup>2</sup> )	Company
Main Stage	120	T-Mec Productions Ltd
Acoustic Stage	594.6	Top Cat Big Tops
VIP Tent	270	Askern Music Festival
VIP Bar (Within Tent)	9	Askern Music Festival
Main Bar	270	Hamilton Marquees
Cooler Units (x2)	48	Fenwicks
Satellite Bar 1	16	Askern Music Festival
Satellite Bar 2	16	Askern Music Festival
Acoustic External Satellite Bar 3	16	Askern Music Festival
Fairground	600	Tuby's Fairgrounds
Vendors	300	<i>Refer to 2.2 Traders</i>
Main Toilets	350	Luxury Loos Ltd
Disabled Toilets	25	Luxury Loos Ltd
Sound Tent	9	T-Mec Productions Ltd
Medical Tent	9	Vie Medical Ltd
Generators	30	AM Power



Waste Skip	16	Remondis Waste
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## 2.6 Fire Safety

### Fire and Evacuation Procedure:

In the event of a fire - the first instance is to call 999 - quote what.three.words and evacuate the arena.

South Yorkshire Fire and Rescue is the fire service covering the area, with the nearest fire station being Askern Fire Station, 1 Lignum Terrace, Askern, Doncaster DN6 0LD which is 0.2 miles away.

This means Emergency Services could be on the scene in less than 2 minutes as a minimum.

For evacuation, we would have three emergency exits, all of which at least 6m wide.

Taking into consideration one exit is unusable for emergency services, this leaves us with 2 emergency exits with at least 6m width each, so 12m in total.

One of these exits would be south of the event site, there is an already existing bridge at 1.25m width, in addition to this, we would install a bridge that is 6m wide, same as the other emergency exits, with the length being 7.25m, this would eventually lead to Doncaster Road or can be used as a holding area if necessary.

We are currently liaising with the Doncaster events team to clarify the applicable department for the correct permissions to use the land at the rear of the festival site for a safe holding area in the event of an emergency. Askern Music Festival Ltd in association with Groundforce Bridge will provide a 6m width by 7.25m length bridge to allow passage over the dike for patrons to an area of safety. With permission Askern Music Festival Ltd will carry out remedial works to make the land right for use.

Maximum floor space of the event field is 21,000m<sup>2</sup>, which would mean a 42,000 capacity.

#### Calculating the escape time for 42,000 is as follows:

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

12m @91 people per minute = 1092 people per minute

42,000 / 1092 = 38 minutes and 4 seconds

#### However, for the licensed capacity of 9,999, it would be as follows:

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

12m @91 people per minute = 1092 people per minute

9,999/1092 = 9 minutes 15 seconds

As it is under 10 minutes evacuation time it is considered **low risk**, per the Fire Safety and Risk Assessment guide for Open Air Events - UK Government Guide.

It should be noted that we are using 91 instead of 109 persons due to soft, uneven and sometimes sloping ground, therefore it is more realistic to expect this egress.

Attendees will then enter Zone Ex (Area outside the main arena), this will be expanded upon on in the Traffic Management Plan.

Department for Communities and Local Government Publications. (2007). *Fire Safety Risk Assessment*. [Online]. UK Government. Last Updated: February 2007. Available at: [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1489](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1489) [Accessed 4 March 2024].

It should be noted that despite the licence being for 9,999; we are expecting between 5000 - 7000 to the 2024 version of the festival, so the egress time will be significantly lower.

For further clarification, please see the main site plan.

## 2.7 Entertainment

Audience Specs:

Music-wise, the main genre(s) is predominantly Indie/Pop - with the expected audience to be roughly 18-55 years old.

Predominantly most ticket holders are expected to be from the Askern/Doncaster area, within walking or public transport.

Camping and car parks are within a mile of the main event site, with further hotels also available across the Doncaster area.

***Audience figures to be added once ticket sales end***

## 2.8 Attractions

We will provide details of any attractions that will be at the event e.g. inflatable's, funfair/children's rides.

For these attractions we will ensure that the LA will see a copy of the provider's public liability insurance, risk assessment and method statement. For rides we will also need the name of each ride and their corresponding ADIPS number (Amusement Device Inspection Protection Scheme)

We will ensure that we check any safety documentation of contractors before they are permitted on site.

Name, address and telephone number of organisation	Attraction and ADIPS number if applicable
Glitter Pixies (Kether Knight),	Glitter/face painting.

## 2.10 Medical and First Aid Cover

### Medical providers and resources:

There will be the following on site:

x2 Ambulance - situated next to the medical tent

x2 response teams - situated in the medical tent

x2 clinicians - situated in the medical tent.

These will be provided by Vie Medical and be on site for the full duration of the event.

**VIE MEDICAL PROVIDING UPDATED PLAN FOR 9,999 CAPACITY - AWAITING THE DOCUMENT**

## 2.11 Public Health and Welfare

### Toilet Facilities

This year's event will see a significant improvement in hygiene facilities with the provision of 65 toilets, marking a notable increase from the 49 available last year in the Purple Event guide.

Moreover, VIP guests will have exclusive access to dedicated restroom facilities, adding an extra touch of convenience and luxury to their event experience.

Staff and artists will also benefit from toilet facilities at Alexander House, ensuring their needs are met throughout the event.

Additionally, attendees can utilise public toilets conveniently located next to the Cafe on Askern Boating Lake, further enhancing accessibility to restroom facilities across the venue. With these provisions in place, attendees can focus on enjoying the event with peace of mind.

There will be a dedicated disabled toilet, which will be monitored by security and by use of those only with applicable wristbands - please see point 2.12 *Accessibility* for this.

### Waste Disposal

Waste Bins will be provided by Remondis UK - A waste management company based in Kirk Sandall, Doncaster.

Remondis are providing the following:

- x20 240L bins
- x15 1100L bins
- x1 20 yard skip

As well as waste bins, there will be X amount of volunteers on litter picking duties throughout the day, to ensure the ground is safe and protects the environment of the field.

***\*volunteers to be confirmed\****

### **Noise Management**

The decibel level is 65dB<sub>L</sub> + LA<sub>eq</sub> 15, we will have somebody testing the noise levels around the field to ensure as little disturbance to local residents as possible and at strategic areas. We will be using type 2 meters as per discussion with the LA.

Furthermore, the main stage will be facing away from the stage, facing into the Events Field, where no houses back onto it, Askern Boating Lake also separates the Events Field from the main road, meaning further noise travelling towards neighbouring streets. Further details can be found in the separate Noise Management Plan - Version 1.

### **Anti-social behaviour/ Public Safety and Crime Disorder**

Please note that the festival site is a new site to AMF, however on its previous site there has not been any reports of anti-social behaviour, or incidents requiring ejection from the site.

With our specialist team. Askern Music Festival Ltd takes any comments seriously and will endeavour to ensure that the event runs as smoothly as possible for the safety of the general public, our staff and local residents.

#### Public Safety & Crime Disorder

It is our legal obligation to ensure that we **prevent crime and disorder** on our premises.

As a business we value our reputation, care for our clients and staff, want to work in partnership with the statutory authorities and are committed to trading within the law while maintaining the highest possible ethical standards in all our business activities.

We expect all of our team to work with us to commit to running a venue that is free from crime and disorder. This policy is intended to guide you through the process and should be implemented in conjunction with all other policies.

Crime and Disorder can come in many formats, Askern Music Festival have attempted to tackle crime by adhering to previous licence conditions and will be implementing CCTV at all bar areas and including the main entrance. However, despite our best efforts, sometimes criminals can target such events, staff and customers and will need to be aware and take actions to combat this. **It is all of our responsibilities to look out for situations that could facilitate crime such as:**

- Inadequate security provisions that could facilitate crime
- Poor design and layout resulting in hidden crime in the area
- Specific events that targeted by criminals
- Overcrowding
- Drunk, Intoxicated, or drugged customers
- Banned persons

Examples of criminal activity include:

- Theft
- Criminal damage
- Drugs use and Drug Dealing
- Conflict and Violence or aggression
- Weapons
- Anti-social behaviour
- Sale of tickets
- Fake/counterfeit money
- Underage drinking
- Fraudulent use of cards or cash
- Sexual harassment

### **Staff procedure and responsibilities.**

It is all our responsibilities to take a proactive approach to preventing and managing crime and disorder, we have taken the following steps:-

1. Check the layout of the premises to minimise the potential risk for crime and disorder
2. Installed, monitored and maintained high quality CCTV
3. Ensure staff (TASK) are fully briefed on their responsibilities and how to resolve issues relating to crime and disorder
4. Work in partnership with surrounding businesses & pubs, attending pubwatch meetings to discuss and plan ahead for when the event finishes.
5. Ensure all TASK SIA staff are fully trained
6. Wear Uniforms that are highly visible so that customers can easily find staff
7. Keeping an incident, refusals and accident book

8. Adhere to venue specific and locally managed Banning systems and procedures (Pubwatch Bans)
9. Reward/ praise staff if they turn away underage or intoxicated people

#### **Welfare bus**

Rotherham, Doncaster and South Humber NHS Foundation Trust (*RDash*) is bringing a 'Welfare Bus' to the festival.

They will provide a number of services including:

- A number of experienced staff working within local services
- A safe space for confidential support
- Advice around drugs and alcohol use
- Referral support (if necessary)
- Mental illness/distress support
- Staff from ASPIRE (Doncaster drug and alcohol services)
- Tea and Coffee Facilities

## **2.12 Accessibility**

#### **Accessibility Policy:**

Askern Music Festival 2024 is committed to ensuring accessibility and inclusivity for all attendees. Our offerings include

- A dedicated Access Team to assist customers on-site.
- An Access Car Park conveniently located within proximity of the Event Field.
- Accessible and Standard Toilet Facilities to accommodate diverse needs.
- A Medical Fridge service for storing medication during your stay, ensuring the health and well-being of all guests.
- Guide Dogs are warmly welcomed on-site with advance notice.
- A Carer Ticket Scheme to support those who require assistance.

At Askern Music Festival, we prioritise creating an environment where everyone can fully participate and enjoy the festivities.

#### **Disabled Parking:**

Owner of the Crown Pub in Askern, has given us permission to use their car park for disabled parking.

Address: *High St, Askern, Doncaster, DN6 0AB.*

This is directly opposite Askern Boating Lake and within a short distance to the festival. Traffic Management will be creating a pedestrian crossing here, there will also be a dedicated accessibility team to assist those with disabled passes in and out of the festival (Please refer to the TMP)

Disabled Parking will have to be booked prior to the event, there will not be any on the day without explicit permission from the Event Directors.

#### **Disabled Toilets:**

There will be up to three disabled toilets on site, provided by Luxury Loos as well as a discreet disabled changing area.

These will be manned by stewards, only those with disabled and/or carer wristbands will be allowed access to these toilets to ensure they are kept free as per the Purple Guide and Equality and Diversity Act 2010.

## **2.13 Steward and Marshal Management**

### **Roles and Responsibilities of Stewards**

There will be several stewards and SIA staff around the site, including but not limited to the following:

- Car Parks
- Bag Check and entry
- Bar queues
- Walking routes
- Backstage
- Acoustic tent
- Stage front
- Main event field

This is to ensure easy access across the site, which can be rotated or changed at notice due to demand, ensuring crowd control and safety. All Stewards are trained to Level 2 Spectator Safety.

### **Stewards and SIA positioning:**

Task Personnel will have a base backstage with easy access to the main events field and beyond. This is also a shared base with directors and lead events staff.

### **Identifying Stewards and SIA:**

Task Personnel Security will be providing a dedicated team of stewards and SIA security staff who will be stationed throughout the festival grounds.

Attendees can easily identify Task Personnel Security stewards and SIA security staff by their distinctive neon green jackets, Task uniform, or SIA badges. These visible identifiers ensure that festival-goers can readily seek assistance or guidance when needed.

**Security Industry Authority (SIA) qualified security staff will be present in the following areas:**

Yes, they will be present around key areas, such as:

- Bag checks
- Bar areas
- Backstage
- Acoustic stage
- Main Events Field
- Vehicle Movement
- Ingress/Egress.

Provided by Task Personnel:

All ACS security are accredited by the SIA.  
Stewards are trained to NVQ Level 2 spectator safety.

They will all follow the Green guide for Event Safety.

**Communication between teams:**

Mobile phones and Radios.

## 2.14 Car Parking and Campsite

**Car Parking:**

This car park is situated north of Askern opposite Askern Greyhound stadium. It's 200m from the A19 to the first part of the field. Entrance to this field (labelled on plan) will be hard-cored, levelled and fully accessible by vehicles. (For additional information please refer to the TMP).

This will be a one way in and another way out site (entrance & exit labelled on plan).

Arrows on plan to show directional flow of traffic.

The average British car is 5m long & 2.8m wide. Car park A is 215m in width & 165m in length. This gives us 35,945m<sup>2</sup> of area on the field.

So 215m/3.5m (made the bays wide enough for people to get out of cars easier) which gives us 61 cars across the field width ways)

The field is 165m in length. Average car is 5m in length. So 165 / 5m which gives 33 rows of cars. However, every 10m (2 rows of cars, apart from the 1 alone row on each hedge line) there needs to be a 5m gap before the next row of 2 to allow cars to get out easily.

Over the 33 rows of cars we'd need to leave 1 row spare for every 3 rows of cars, this leaves 19 rows of 61 cars across. 19 rows x 61 cars = 1159 cars. Over a 145m length field (20m short of the full 165m field) we'd expect to get 1159 cars going off these figures. We have left 20m spare of the field for any discrepancies.



Just to add to this, we have taken 4 cars (2 from either side of each row) to leave 57 cars across. This gives us an extra 10m down each side of the field (roads down the side of the car park) for the exit route and entrance road in & out of the car park to allow easy flow of traffic. So the new calculation would be 19 rows x 57.4 cars = 1091 cars.

We can comfortably fit this many cars into this field with plenty of spare room also. 1091 cars @ 2.7 per car gives us 2934 potential festival goers in this car park alone.

This car park will be lit up well with 5 tower lights (see plan) covering all exits & entrances. Along with this, the hedgerow leaving the car park & camping areas will be lit up by festoon lighting, all the way to the exit.

#### **Tent Field:**

This field is situated alongside car park A approximately 90m from the A19 to the first part of the field. It's the middle field of the 3 fields being used.

We anticipate the average tent at the festival to be no bigger than 5x5m including guide ropes. Campsite - tents is 215m in width & 105m in length. This gives us an area of 22,528m<sup>2</sup>.

So 215m/5m gives us 43 tents across the field width ways. We anticipate with 5x5m spacings there will be ample room between each tent allowing plenty of space to move around without tripping hazards.

The field is 105m in length.  $105m / 5m = 21$  rows of tents length ways.

$43 \times 21 = 903$  tents can comfortably fit on the field. However, there will be a fire lane that runs around the outside of the field and up through the middle allowing emergency services easy access to any medical emergency (please see plan).

When taking the m<sup>2</sup> space we'd need to accommodate the fire lane, toilet space etc, we'd expect to lose 143 tents from our final figure.

This leaves us being able to easily accommodate 760 tents.

When it comes to toilets we will assume 2.7 persons to be in a tent or camper-van

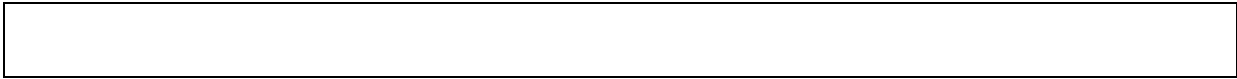
$760 + 108 \times 2.7$  comes to 2,343 people. Looking at the guidance in the purple guide we'd need to provide 1 toilet per 75 persons.  $2,343/75 = 31$  toilets required. These will all have lights in for throughout the night.

There will also be a welfare hub on this site along with drinking water.

We will employ an external company to provide testing on the water system at the campsite to ensure it is potable.

Details will be provided with any testing findings before we open up to ticket buyers.

Tower lights again will be distributed throughout the site giving ample light, especially around exits & entrances. Again, festoon lighting will be strung along the hedge for extra lighting upon leaving.



**Campervan Field:**

This field will be the first one coming off the A19. It's 220m in width & 65m in length. The average camper-van is 6m long by 2.55m in width.

With that in mind 220m/5m (made the bays 5m wide to allow nearly 2.5m of spacing between camper-vans) comes to 44 camper-vans lengthways able to fit.

Average length of a camper-van is 6m long. Parking these to a similar method as the cars in car park A. 65m/8m (again made these much longer than they need to be) becomes 8 rows. However, we understand spacing is required and minimise this down to 3 rows of 44 vans giving us 132 spaces.

Again, using the same method as car park A we are taking 20m of road around the edges making us lose 4 camper-vans on each side of a row. This brings the final figure down to 36 per row.  $36 \times 3 = 108$  camper-vans comfortably fitting on this field.

Again, this will be adequately lit with sufficient lighting.

Again drinking water will be available. We will employ an external company to provide testing on the water system at the campsite to ensure it is potable. Details will be provided with any testing findings before we open up to ticket buyers.

Both numbers on camping fields will be monitored closely.

### 3. Incident Management

**IMPORTANT NOTE:**

**Do not assume that the emergency services will attend your event other than in an emergency. Your event must be managed without the support of the emergency services, even if they have agreed to attend as they may be called away to an emergency elsewhere. They cannot provide support to any element of your event other than in an emergency and even in this instance their first port of call would be your contingency plans.**

### 3.1 Welfare of Children

#### **Lost Child Policy:**

Askern Music Lost Child Policy to swiftly address any instances of separation. A designated team will be stationed at the Customer help point, which will be situated next to the medical tent. This team will oversee the procedure, while trained staff assist in reuniting lost children with their guardians. This will also be the designated meeting point and announcements will be made over the festival's public address system to facilitate a quick reunion. All festival staff are vigilant in identifying and reporting lost child situations, and attendees are encouraged to familiarise themselves with the policy and key locations. Guardians are reminded of their responsibility to supervise children and ensure they understand what to do if separated.

#### **Safeguarding Policy:**

Askern Music Festival is dedicated to assuring the well-being of all attendees regardless of race, age, gender, orientation or disability - we aim to create an environment that is safe, secure & inclusive for all.

The safety of people attending the festival is paramount, no matter how small the issue may seem, you can report it to an AMF festival staff member.

It is our aim is to protect children from harm, with the overarching principles that guide our approach to child protection. Our policy applies to anyone working on behalf of Askern Music Festival, including managers, paid staff, volunteers and agency staff.

#### ***We believe that:***

- Children and young people should never experience abuse of any kind.
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to run the festival in a way that protects them.

#### ***We recognise that:***

- The welfare of children is paramount in all the work we do and in all the decisions we take.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

#### ***We will seek to keep children & young people safe by:***

- Valuing, listening to and respecting them.

- Appointing a nominated child protection lead for children and young people and deputy.
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers.
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers follow our policies, procedures and behaviour codes confidently and competently.
- Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made, such as DBS checks.
- Recording and storing and using information professionally and securely, in line with data protection legislation and guidance.
- Sharing information about safeguarding and good practice with children and their families via posters.
- Making sure that children, young people and their families know where to go for help if they have a concern.
- Using our safeguarding and child protection procedures to share concerns and relevant information with agencies where children, young people, parents, families and carers are concerned.
- Using our procedures to manage any allegations against staff and volunteers appropriately.
- Creating and maintaining an anti-bullying environment and ensuring that we deal with these situations quickly and effectively.
- Ensuring that we have effective complaints and whistleblowing measures in place.
- Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures, in accordance with the law and regulatory guidance, such as The Purple Guide and Safeguarding Vulnerable Groups Act 2006.
- Building a safeguarding culture where staff and volunteers, children, young people and their families, in which they treat each other with respect and are encouraged to share their concerns.

### 3.2.1 Drugs Policy

#### Drug Policy

This festival does not condone the use of drugs. It is illegal to buy, sell or take drugs. Drugs enforcement laws are as applicable on-site as anywhere else in the UK.

We want our festival-goers to know above all else that we are here to help and you can come to us for help without fear of getting in trouble.

There will be an Amnesty Box at Bag Check where people can anonymously dispose of any drugs, which will be handed to South Yorkshire Police after the festival.

Our drugs policies include Nitrous Oxide (Nos) and other former legal highs all of which are dangerous. They are not safe or mild because they used to be legal.

Former legal highs are now known as NPS (New Psychoactive Substances) and it is an offence now to sell them.

We will take firm action in conjunction with South Yorkshire Police to arrest dealers.

There are covert staff onsite and as a condition of entry you are subject to search at any time. Staff will search for illegal items including drugs.

### 3.2 Incident Reporting and Investigation

#### Reporting and recording accidents/incidents:

In the event of an incident, emergency or general query, staff should refer to the following codes for assistance, depending on the severity.

All incidents **MUST** be recorded and reported to the Event Director (Hayley Grice) and/or Safety Manager (Dave Bates).

Staff will be briefed on these radio codes and a copy will be available to those working.

Radio Code	Department
Sierra Control	Security Control
Echo Control	Medical Control
Alpha Control	Event Control

The following staff are reachable via the following codes:

Name	Role	Radio Call
Andrew O'Grady	Director	SIERRA 1.1
Ash Towler	Director/Concessions	SIERRA 1.2
Kristian Robson	Director/Bar	SIERRA 1.3
Hayley Grice	Event Director	SIERRA 1.4
Dave Bates	Safety Officer	SIERRA 1.5
Martin Semps	Production Manager	CHARLIE 01
Jimmy Mac	Acoustic Manager	ALPHA 70
TBC	Ticketing/Admissions	WELCOME01
One Way TM	Parking	PARKING01
Simon Towler	Bar Management	BAR01

Stephen Stanley	Stage Management	STAGE01
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The following Radio codes are for certain situations:

Situation	Radio Code
Urgent Security Assistance Required	ZULU1
Urgent Medical Assistance Required	ZULU2
Fire	ZULU3
Road Traffic Collision (RTC)	ZULU4
Suspicious Package	ZULU5
Evacuation	ZULU6
Lake Issue	ZULU7
Crowd Control Issue/Capacity Breach	ZULU8
Urgent Manager Assistance Required (Please state which manager)	ZULU9 + Manager Code
Power Loss	ZULU10

Staff are to stick to these codes where possible, it is **NECESSARY** to stick to the zulu codes so ticket holders are not panicked in certain situations.

Finally, if staff hear the following codes they are to attend as appropriate in a calm and collected manner:

Request/Information	Radio Code
All available staff attend	CODE RED
Free staff required to attend	CODE AMBER
Stand down Issue resolved	CODE GREEN
Terrorist Attack	CODE BLACK

### 3.3 Emergency Plans

#### IMPORTANT NOTE:

It is not the responsibility of the Event Manager/Organiser to run an emergency procedure. If an emergency is to be declared then operational command will fall to South Yorkshire Police. However, procedures need to be in place so that emergencies can be dealt with responsibly until the emergency services arrive.

It is important that you set out your procedures carefully and brief all event staff, contractors and volunteers so that they are clear and widely understood.

In this situation, we would advise that the decision is clearly recorded, including who took it, what time it was taken, and why it was taken.

#### Contingency Plans:

As the organiser of events at Askern Events Field in Doncaster, ensuring the health and safety of all attendees is of paramount importance. Contingency planning is a crucial aspect of this responsibility, and we have comprehensive plans in place for various scenarios that could potentially occur:

- 1. Evacuation:** In the event of an evacuation, designated evacuation routes will be clearly marked, and trained staff will assist attendees in exiting the premises safely to assembly points located at designated safe zones outside the event area.  
Disabled can be assisted by stewards to the place of safety.
- 2. Fire:** Fire safety measures include fire extinguishers strategically located throughout the venue. Staff members are trained in fire safety procedures and will coordinate with emergency services if a fire occurs.
- 3. Power Failure:** Backup power generators are available to ensure essential services continue running in the event of a power failure. Emergency lighting will also be activated to guide attendees to safety.
- 4. Collapse of Temporary Structure:** Rigorous safety inspections are conducted on all temporary structures before and during the event to mitigate the risk of collapse. Emergency protocols are in place to evacuate the area safely if such an incident occurs.
- 5. Road Traffic Collision:** Coordination with local authorities and emergency services ensures a swift response to any road traffic collisions in the vicinity of the event. Traffic management plans are implemented to minimize the risk of collisions near the venue.
- 6. Medical Emergency:** Trained medical personnel are onsite throughout the event to provide immediate assistance in case of medical emergencies. First aid stations are available, and

communication channels with local healthcare facilities are established for more serious incidents.

**7. Fatality:** While rare, protocols are in place to handle fatalities with sensitivity and professionalism. This includes coordinating with authorities, providing support to affected individuals, and implementing measures to ensure the ongoing safety and well-being of attendees.

**8. Adverse Weather Conditions:** Monitoring weather forecasts allows us to anticipate adverse weather conditions. Plans include sheltering options for attendees, reinforcement of temporary structures, and potential rescheduling or cancellation of the event if conditions pose significant safety risks.

**9. Key Location Becomes Unavailable:** Contingency plans are in place to address scenarios where a key location becomes unavailable, such as alternative venues or adjusting event layouts to accommodate the change.

**10. Cancellation Before/during:** In the event of cancellation, clear communication channels will be utilised to inform attendees promptly. Refund policies and alternative arrangements will be communicated clearly to minimise inconvenience.

Safety briefings will be conducted with staff to ensure everyone is familiar with these contingency plans and can respond effectively in emergencies. Additionally, these plans are continuously reviewed and improved to adapt to changing circumstances and lessons learned from previous events. Staff will also be issued with a safety guide to ensure they have knowledge of the site and the procedures.

#### **Incident Control Responsibility:**

Directors and the Event/Safety Manager.

#### **Reporting to Emergency Services:**

The Event/Safety Manager with assistance from Vie Medical and Task Personnel.

#### **Factors for Emergency:**

**On-Site Medical Staff:** Many music festivals have medical tents or stations with trained medical personnel such as paramedics, nurses, and doctors. These professionals can assess and provide initial treatment for medical emergencies. Vie Medical will be on-site in their own designated area with an ambulance, re the Purple Event guide.

**Security Personnel:** Security staff at the festival can help coordinate with local emergency services if needed. They may have direct communication channels established with local law enforcement, fire departments, and medical services.

**Emergency Communication Points:** Organisers may set up marked emergency communication points throughout the festival grounds where attendees can seek assistance or report emergencies. These points may have phones or radio systems to directly contact emergency services. This will be a Customer Service point next to the Medical tent.

**Collaboration with Local Authorities:** Festival organisers typically collaborate with local authorities well in advance of the event to establish emergency response plans. This may include having direct lines of communication with police, fire departments, and medical services.

In the first instance, Vie Medical is on hand to help, in a genuine emergency, it is to be reported to the



Event and Safety Manager and Directors and to call 999.

**Who will liaise with the emergency services when they get to the site?**

Event and Safety Manager, Directors and Medical team.

**What entrance/access point for incidents:**

The Blue route and the fire wall around the event area. (HG Liaise with TASK AND VIE ON THIS)

***Nearest Emergency Services:***

**South Yorkshire Fire and Rescue:**

1. Askern Fire Station, 1 Lignum Terrace, Askern, Doncaster DN6 0LD - 0.2 miles away.
2. Adwick Fire Station, Quarry Lane, Woodlands, Doncaster, DN6 7RT - 4.9 miles away
3. Doncaster Fire Station, Town Moor, Leicester Ave, Doncaster, DN2 6DR - 9.3 miles away

**South Yorkshire Police:**

1. Adwick Police Station, Interchange, Rockingham Way, Red House, Adwick le Street, Doncaster DN6 7FB - 5.5 miles away.
2. Doncaster Central - College Road, Doncaster, DN1 3HX - 8 miles away
3. Thorne Police Station, Durham Ave, Thorne, Doncaster DN8 4AN - 9.3 miles away

**Hospitals with A&E:**

1. Doncaster Royal Infirmary, Armthorpe Road, Doncaster, DN2 5LT - 8.6 miles away
2. Barnsley Hospital, Gawber Road, Barnsley, S75 2EP - 17.8 miles away
3. Pinderfields Hospital, Aberford Road, Wakefield, WF1 4DG - 22.5 miles away.

**All three hospitals are within a 30 minute drive - traffic dependent.**

**Crowd Control responsibility:**

Task Personnel Security and Stewards along with Event Directors managing staff.

**Evacuation Procedure**

For evacuation, we would have three emergency exits, all of which at least 6m wide. Taking into consideration one exit is unusable for emergency services, this leaves us with 2 emergency exits with at least 6m width each, so 12m in total.

Maximum floor space of the event field is 21,000m<sup>2</sup>, which would mean a 42,000 capacity.

**Calculating the escape time for 42,000 is as follows:**

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

12m @91 people per minute = 1092 people per minute

42,000 / 1092 = 38 minutes and 4 seconds

**However, for the licensed capacity of 9,999, it would be as follows:**

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

12m @91 people per minute = 1092 people per minute

9,999/1092 = 9 minutes 15 seconds

These measurements take into account the surface of the events field, which is predominantly soft, however, one of the exits does have a slight slope, so we have minimised the people per minute from 109 to 91.

As it is under 10 minutes evacuation time it is considered **low risk**, per the Fire Safety and Risk Assessment guide for Open Air Events - UK Government Guide.

(Department for Communities and Local Government Publications. (2007). *Fire Safety Risk Assessment*. [Online]. UK Government. Last Updated: February 2007. Available at: [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1489](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1489) [Accessed 4 March 2024].)

No one must be on the Blue Route (Emergency Vehicles Route) during an evacuation under any circumstances unless they are assisting Emergency Services.

Attendees will then enter Zone Ex (Area outside the main arena), this will be expanded upon on in the Traffic Management Plan.

Patrons with accessibility issues can be assisted by stewards to the place of safety.

We must stress that although the licence is for 9,999, it is expected that between 5000 - 7000 would attend the 2024 festival, therefore the evacuation time would be significantly lower, however for the avoidance of doubt the calculations are based on 9999.

For further clarification, please see the main site plan.

**Counter Terrorism Procedure:**

Richard Clarke is Counter Terrorism Security Advisor for Doncaster - who will be assisting us with the Counter Terrorism plan moving forward.

We will deliver a tabletop and consultation for ESAG members prior to the event.

**Showstop Procedure:**

Should it become necessary to stop the stage programme the following procedure will be followed:

The show must only be stopped after consultation between the event director, the event manager, stage manager, tour Manager and the H&S Officer for the venue.

In an emergency situation the decision of the H&S Officer or the Police Lead Officer will overtake this.

All communication through a show stop **MUST** be through the **STAGE MANAGER**.

Backstage production will have a radio comms system to all members of their production team involved with the show stop procedure. But the main point of contact during the show will be the Stage manager who will be on stage for the duration of the performances.

The Stage Manager will only accept a request to stop the show from either:

**The H&S Officer or the Event Director(s)**

When an agreement has been reached to stop the following procedure will be put into action.

**SHOW STOP PROCEDURE**

*Prior to the show:*

**ALL BANDS** will be made aware of this procedure prior to their show, and will know to stop playing should the show stop be put into action.

All the heads of the below departments will know their show stop procedures prior to the show.

**SHOW STOP:**

The Stage Manager will calmly walk on stage to the singer / front person and put his arm around their shoulder.

Front of House PA operator - Will mute the PA except the main vocal channel which will be left open so fans can hear announcements.

Monitor operator - Will mute stage system except the main vocal Mic which will be left open.

Lighting Director - Will put all stage lights to WHITE so the fans attention is centred towards the stage.

The band will NOT leave the stage until the show is **CANCELLED**, they will remain in visual to the fans so they can see that the show will continue.

The singer is requested to talk to the fans during the show stop until he is told that we are ready to resume, his words will be in general calming, and reassuring but not informative of the situation.

If the show has to be cancelled the promoter or their representative will take to the stage and announce that the show can not be continued due to unforeseen circumstances and the festival is to cease.

The evacuation/egress plan will then commence.

## **4. Traffic Management**

### **4.1 Traffic Management**

Please answer the following questions in detail regarding traffic management at your event

**Is your event taking place on or off the Highway?**

On the Highway       Off the Highway

**Community Liaison Plans:**

Put on public consultations at Alexander House in Askern, which local residents are encouraged to attend so we can explain the plans in detail.

**Public Transport**

Buses will be put on to and from the festival in collaboration with First Bus.  
Local taxi companies will also be informed, with a drop-off/pick up point identified.

**Are you requesting any parking suspensions as part of your event?**

**If yes, please complete the information below.**

**If you do not include ALL of this information your request cannot be considered** (parking suspensions for your event may involve a charge)

Location (street name/car park)	Liaising with One Way TM
Number of spaces	Liaising with One Way TM
Intended use for the parking spaces	Liaising with One Way TM
Start time of suspension	Liaising with One Way TM
End time of suspension	Liaising with One Way TM

**Traffic Management Company**

One Way Traffic Management Company.

Please refer to the Traffic Management Document for further information.

**If you are providing off-road parking, please complete the information below:**

**CAR PARK A:**

Location	Opposite Askern Greyhound Stadium. Alongside Camping and Campervan site. <b>Campervan/Camping What3Words:</b> ///corrupted.talkers.ulterior <b>Car Park A What3Words:</b> ///valley.contour.uttering
Number of spaces	1091 Car parking Spaces 108 Campervans
How will the area be managed?	Stewards, Car Park Attendants, Security.

**CAR PARK B:**

Location	Spa Academy, Sutton Road, Askern, DN6 0AQ <b>What3Words:</b> ///renting.twinkling.nicer
Number of spaces	400
How will the area be managed?	Stewards, Car Park Attendants, Security.

Traffic management procedures will limit on-street parking in the vicinity of the AMF site in order to make the area safer for pedestrians. Ticket holders are being encouraged to book car parking. Further details are available within the TMP.

## **Addendum 1.**

### ***Legislation Updates.***

There are many pieces of legislation, regulations, codes of practice and guidance, which are used and are interlaced throughout the Event Safety Plan. However, there may also be updates and amendments to current legislation that we should be mindful of.

In particular, there are currently 'live' issues regarding the revision of HS (G) 195 guidance, 'A Guide to Health, Safety and Welfare at Music and Similar Events'.

There is currently the suggestion that a fairground may be added to the event arena and in this case the legislation needs to be looked into in detail and encompassed.

The Event Safety Guide HS(G) 195 revision of Medical, Ambulance and First Aid Management will also need to be addressed by the Medical Manager.

HS (G) 154 Managing Crowds Safely All laws, bylaws relevant licences, safety certificates, regulations, health and safety policy, emergency and contingency planning, are linked throughout the event through various Acts of Parliament, Regulations, Approved Codes of Practice and are managed through the Event Safety Plan and its appendices.

The ongoing nature of SAG meetings should ensure that all things reasonably and practicably are utilised to create a safe event. It is acknowledged that close co-operation between the Askern Music Festival, City of Doncaster Council and the Emergency Services is essential.

The Standard Operating Procedures enable the planning, evaluation, management and improvement of the event.

### ***Temporary Demountable Structures***

All Temporary Demountable Structures may need to be inspected and approved by the Local Authorities Buildings Inspector.

All structures and marquees which fall under The Fire Precautions Act 1975 may be subject to condition as laid down by South Yorkshire Fire & Rescue Services.

### ***Forthcoming Legislation***

Martyn's Law - Counter Terrorism Risk Management.  
We will conduct a CTRM process as part of our Risk Management as a duty of care.

## **Addendum 2.**

The Licensing Act 2003 The organisers aim to satisfy the four main licensing objectives:

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

The organisers aim to provide a high standard of planning, operation and management to fulfil the needs and respond to local community and residents in the area.

A high level of local participation and communication is anticipated to provide a safe, enjoyable and successful event.

It is the organisers intention to work in partnership with South Yorkshire Fire, Ambulance and Police services and agree priorities and setting standards.

The Final Report of Lord Justice Taylor's inquiry into the Hillsborough Stadium Disaster [1989] states "It is important that there should be a safety team consisting of appropriate members of the local authority's own staff, representatives of the police, of the fire and ambulance services and the building authority". (Rt. Hon Lord Justice Taylor, 1989, p.25).

Successful planning for a major event requires a team approach that should include information and advice from the event organisers, the venue, emergency services, and stewarding and security

contractors. A suitably competent safety co-coordinator should be appointed to ensure compliance with health and safety legislation and to achieve the licensing objectives. Lord Young (2010, p31)

Common Sense Common Safety, recently proposed that there should be minimum qualification standards for health and safety consultants; “this should also include the requirement of some years of experience in the industry”.

Long Young (2010, p.31) went on to recommend “Consultants should be qualified to the level of chartered status (that is, a qualification at the higher level, degree equivalent, with a minimum of two 3 years’ post-qualification experience and the requirement to be engaged in mandatory continuing professional development).”

An optional qualification at technician level was also recommended for those employed by businesses. It may be that in the future, the engagement of a crowd safety manager may be mandatory in the Safety Advisory Group.

It is therefore the organisers recommendation that the Safety Advisory Group includes a suitably qualified and experienced event safety manager.

The Occupiers Liability Act 1957 and 1984 In *Wheat -v- E Lacon & Co Ltd* (1966) the definition of ‘occupier’ under the Occupiers’ Liability Acts was determined: it was established that more than one person could be an occupier.

For this event there are several occupiers and it is worth noting that the event field is partly designated as a sports field and ground.

The Occupiers Liability Act 1957 states, “there is a duty of care owed to lawful visitors to premises, a duty to make sure they are reasonably safe for the purposes for which they are invited” It is also important to note that there is also a duty of care to protect against negligence claims in a court of law; “in law there is a general liability for negligence: You must take reasonable care to avoid acts or omissions which you can reasonably foresee would be likely to injure your neighbour” (*Donoghue –v- Stevenson* [1932]).

The key points are that an event organiser (and venue), has to ensure that the promoter, in this case Askern Music Festival and ALL contractors, subcontractors and all employees (including volunteers) are aware of:

- Statutory Obligations
- Licence Obligations
- Contractual Obligations
- Obligations at Common Law in the United Kingdom.

The liabilities imposed means that it is prudent to ensure that the event organisers have all the relevant insurance to cover these liabilities. Event Director Hayley Grice and Designated Safety Officer Dave Bates, along with AMF Stakeholders will be designated the task of correlating all insurances, risk assessments and method statements to ensure compliance.

These documents and practices show that under the HASAW Act etc, all reasonable and practicable measures have been taken to ensure a safe event. This in turn then would ensure that the event organiser and landowner are in compliance with the following:



- The Licensing Act 2003
- Occupiers Liability Act 1957 and 1984.
- The Health and Safety at Work Act etc 1974

There are however many pieces of legislation that are indeed used and are interlaced through the Event Safety Plan.

### ***Temporary Workers***

All contractors are to be reminded of the need to ensure that any temporary migrant workers employed on local authority land and property, must have the right to work in the UK.

All employers are reminded that all employees are subjected to the same dangers in the workplace, you have a duty to look after your own Health and Safety and that of your colleagues or actions that may affect them.

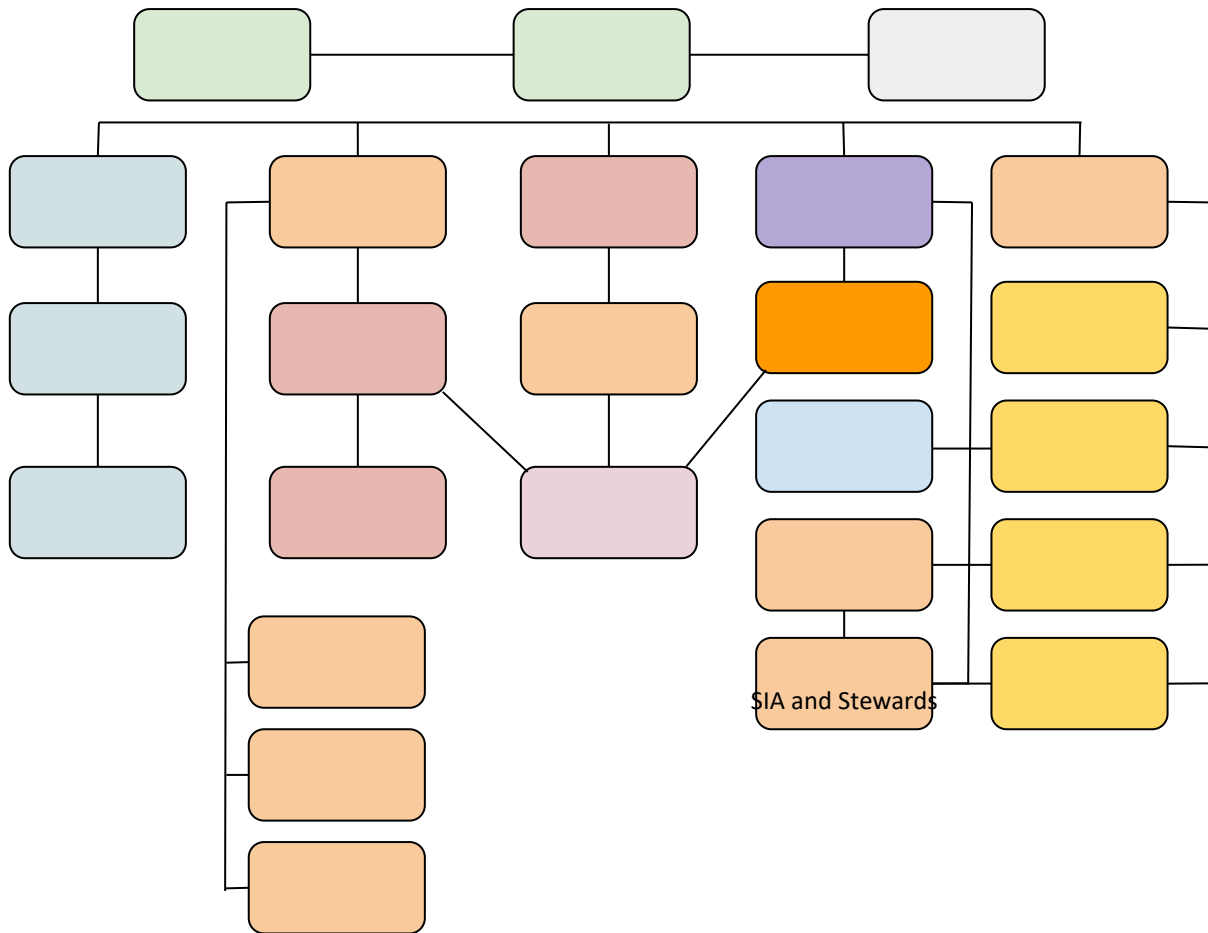
**Addendum 2b.**

***Venue location maps and photographs.***

***TO FOLLOW***

## **Addendum 3**

### ***Staff and Stakeholders***



Addendum 4 will be arrival on site for contractors protocols

Addendum 4b - structural calculations

Addendum 4c - Arrival on site, Crowd Safety Management

**Addendum 4d.**

***Capacity Calculations***

**Ingress calculations.**

The Event Safety guide states 'the standard for sports stadia is based on a maximum notional flow rate of 660 people through a turnstile in 1 hour'. The Safety at Sports Grounds states a maximum flow of 660 per person per hour per turnstile (e.g. 11 persons per minute.)

Current industry practice suggests that at a non-turnstile entry point, a flow rate of 10 and 20 persons per minute is achievable depending on how tickets are checked and whether a search regime is in place, which there will be at Askern Music Festival 2024.

**Using these calculations the ingress has been calculated as follows:**

There is one main entrance with the ability if all lanes are open of having six 1.25m entrance lanes. This includes an assistance entrance lane for disabled ticket holders and a VIP lane. It is therefore possible to have a flow rate of ten persons per minute per lane giving us a total of 40 people per minute. In the unlikely case all 9,999 capacity turned up at once, it could accommodate an entry flow rate of up to 2,400 people per hour. The capacity is 9,999 including all staff.

Using 4x lanes at entry point 1 with 2x additional lanes for VIP and disabled patrons, we would assume a flow rate of 60 persons per minute per 1.25m. With an unpredictable search regime in place, we would calculate the ingress to be around 8 persons per minute per lane. The venue arena would then take 1 hour 58 minutes to fill to the capacity of 9,999 persons on a soft start with searches.

1

**Holding capacity**

Generally 0.5 square metres of available viewing floor space per person is used for outdoor music events as recommended in the Event Safety Guide.

The main event area alone, (in front of the main stage) Maximum floor space of the event field is 21,000m<sup>2</sup>, which would mean a 42,000 capacity. In all the usable space gives a comfortable minimum of 21,000m<sup>2</sup>. To allow for a contingency number and to allow for around three hundred people working on-site the figure of 21,000m<sup>2</sup> in the immediate area in front of the stage only gives us a capacity of 9,999 persons.

(There is approximately three to four times this area available.)

**The exit capacity**

Egress. The recommended minimum width of an exit route is again 1.25m.

On a level surface 100 people can reasonably exit in one minute, equal to 82 persons per metre width per minute. (Green Guide)

**Calculating the escape time for 42,000 is as follows:**

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

12m @91 people per minute = 1092 people per minute

42,000 / 1092 = 38 minutes and 4 seconds

But as we're working to 9,999 capacity, not 42,000, it would be significantly lower.

**Calculations:**

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

18m @91 people per minute = 1,638 people per minute.

9,999/1,638 = 6 minutes and 10 seconds.

Upon egress it can reasonably be assumed that the full capacity of 9,999 can leave the event arena in under 10 minutes.

This is with some soft and unlevel ground in places, as well as some distances to travel to take into consideration. Therefore the calculation used is adjusted to the lower figure of 91 persons per minute rather than the 109 persons per minute in the Green Guide.

Using this calculation, the egress time would take less than ten minutes.

Attendees will then enter Zone Ex (Area outside the main arena), this will be expanded upon on in the Traffic Management Plan.

**The emergency evacuation capacity**

It would be reasonable to assume the open-air event is a low risk event and that the maximum escape time could be ten minutes. However, we have assumed the worst-case scenario including the main exit being out of use. The formula used is the total exit width = number of people divided by the flow rate / escape time.

**Calculations:**

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

12m @91 people per minute = 1092 people per minute

9,999/1092 = 9 minutes 15 seconds

As it is under 10 minutes evacuation time it is considered **low risk**, per the Fire Safety and Risk Assessment guide for Open Air Events - UK Government Guide.

*(Department for Communities and Local Government Publications. (2007). Fire Safety Risk Assessment. [Online]. UK Government. Last Updated: February 2007. Available at: [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1489](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1489) [Accessed 4 March 2024].)*

As per the Green Guide, for open-air venues the flow rate in clear areas is 109 people per metre per minute.

For this calculation we will use the lower rate used for gangways in seated accommodation, ramps and stairways of 91 people per metre per minute to allow for t1. (Time to travel.)

Therefore 9,999 people divided by 91 and divided by 12 gives us 9 minutes. With a full evacuation to a place of safety achievable in under 10 minutes.

Disabled can be assisted by stewards to the place of safety.

Attendees will then enter Zone Ex (Area outside the main arena), this will be expanded upon on in the Traffic Management Plan.

## References

Health & Safety Executive. (1999) *Event Safety Guide*. 2nd ed. Norwich: HSE Department of Culture, Media and Sport. (2008) *Guide to safety at sports grounds*. 5th ed. London: The Stationary Office  
HM Government (2007) *Fire safety risk assessment*. Open air events and venues. London: Department for Communities and Local government.

Department for Communities and Local Government Publications. (2007). Fire Safety Risk Assessment. [Online]. UK Government. Last Updated: February 2007. Available at: [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1489](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1489) [Accessed 4 March 2024]

## **ii - Risk Assessments**

Risk Assessments are essential to the planning of safe activities and events.

There are also numerous pieces of legislation which require risk assessments to be carried out. These include the Purple Guide for Events and the Management of Health and Safety (Workplace) Regulations 1999.

This requires risk assessments to be carried out to satisfy the principle of reducing risk to a level that is reasonably practicable which is enshrined in the Health and Safety at Work Act 1974.

All work activities need to be assessed to identify the hazards and quantify the risks of these hazards causing harm to people at work, or affected by the work activity.

Hazards and associated risks, if reasonably practicable, should be eliminated.

If risks cannot be eliminated then reasonably practicable control measures based on the specific circumstances of an activity or an event must be applied to manage those risks.

These controls may be physical or procedural.

The nature of the risks and the details of the associated control measures must then be communicated as appropriate to those who will work or otherwise come into contact with the hazards and risks.

The process of site design and management leading to the drafting of this risk assessment is based on the findings of a risk assessment and feedback from the statutory authorities and stakeholders, including local residents and businesses.

This will also however require a dynamic approach to the development of some safety measures where crowds and changing circumstances may be identified at an event.

These have been reviewed in consultation with internal management, event organiser's feedback from previous Askern Music Festival events, contractors and similar.

In undertaking the risk assessments, the following approach has been adopted:

- To gather information about proposed activities to determine what hazards may be present and to whom; (A "Hazard" is defined as something that may cause harm)
- To determine the potential severity of harm caused by encountering a hazard;
- To determine the likelihood that exposure to the hazard will occur and result in harm;
- Based on the determined likelihood and potential severity of harm to allocate a level of primary risk;
- Consider control measures appropriate to reduce the identified risks and review any residual risk to ensure the risk is controlled.

The risk assessments provide both the evaluated primary and residual risks using control measures which are considered to be reasonably practicable based on experience of similar activity.




For clarification - The Primary Risk is the risk associated with any identified hazard assuming that exposure to that hazard remains completely uncontrolled.

The Residual Risk is the level of risk remaining after the full implementation of the proposed control measures.



		SEVERITY						DEFINITION OF LIKELIHOOD CAUSES
		Multiple Death/Major Injuries 10	Single Death Life Changing Injury 8	Specified Injury/hospital transfer 6	'7 day' Injury 4	Minor Injury 2	None 1	
LIKELIHOOD	Certain 10	100	80	60	40	20	10	Has happened before and is expected to happen on this occasion
	Very Likely 8	80	64	48	32	16	8	Has happened before and is very likely to happen on this occasion
	Probable 6	60	48	36	24	12	6	Has been known to occur before and is likely to happen on this occasion >1/10 Chance
	Possible 4	40	32	24	16	8	4	Has been known to occur before but no reason to suggest that it will happen on this occasion <1/50 chance
	Unlikely 2	20	16	12	8	4	2	Has been known to occur before but no reason to suggest that it will happen on this occasion <1/100 chance
	Very Unlikely 1	10	8	6	4	2	1	Has never happened before and there are no reasons to suggest it will happen on this occasion

**\*The numerical scale is only for the comparison of risk levels only and does not imply a literal meaning by the scoring level\***

	Level of risk is unacceptable. Additional risk reduction required to proceed
	Level of risk may be tolerable but use additional risk reduction if considered practical.
	Level of risk is acceptable. Monitor and review

**\*\*Due to a new festival site, new risk assessments are currently being created to match up to a 9,999 attendance, these will be added in due course.**

Key:

Severity (S) x  
Likelihood (L) =

Subject Area	Hazards and Effect	Parties at Risk	(S)	(L)	(R)	Control Measures	(S)	(L)	(R)	Any other comments
ALL AREAS	<p><b>CROWDING</b></p> <p>Crowding caused by volume of numbers attending event causing congestion and/or crushing, trampling, surging, swaying or crushing.</p> <p>Queues causing congestion and/or crushing, trampling, surging, swaying or crushing.</p> <p>Front of stage crowding causing congestion and/or crushing, trampling, surging, swaying or crushing</p>	<p>Ticket Holders</p> <p>Staff</p> <p>Contractors</p> <p>Event Personnel</p> <p>Other</p>	10	6	60	<p>Capacity for Festival limited to 9,999, admittance by ticket holder only and appropriate accreditation only.</p> <p>The stage will be positioned to provide sight lines such that it gives the widest possible angle of view for the audience for areas available.</p> <p>Identified entry points staffed by SIA security using Task Personnel.</p> <p>Identified and tested crowd management strategy to move crowd through area.</p> <p>Signage system for all journey phases to be in place. Ability to control and limit exit from event area and movement within and hold within event area or direct to other exits.</p> <p>Trained staff to support crowd flow and identify crowding at early stages to enable proactive response- staff in high Vis clothes and readily identifiable uniforms.</p> <p>CCTV monitoring of crowd behaviour- staff with radios to have distinctive high vis vests to enable CCTV identification.</p> <p>Contingency sites in place to re-site Ticket Holders. Control Points supported by barriers are in place at identified locations.</p>	10	2	20	

Subject Area	Hazards and Effect	Parties at Risk	(S)	(L)	(R)	Control Measures	(S)	(L)	(R)	Any other comments
ALL AREAS	<p><b>FIRE</b></p> <p>The design and structure of the event site and structures will limit spread but risks from temporary structure waste and cooking have potential to cause fire and damage.</p> <p>The risk is from fire and smoke inhalation</p>	<p>Ticket Holders</p> <p>Staff</p> <p>Contractors</p> <p>Event Personnel</p>	8	4	32	<p>The nature of the site is a semi-rural open space surrounded by residential and commercial activity.</p> <p>Temporary structures (stages) and marquees that whilst designed to highest specification, have the potential for localised fires, especially in temporary structures or catering outlets.</p> <p>Temporary structures and vendors to have specific fire risk assessments in place including certification of material.</p> <p>Naked flame such as candles, Barbeques and gas stoves prohibited, with the exception of professional caterers. No Chinese lanterns or fireworks.</p> <p>Staff advised of nearest fire station.</p> <p>Stage and infrastructure to have appropriate valid fire safety certificates.</p> <p>Working personnel to be briefed and instructed to familiarise themselves with the fire evacuation procedure within the area / location they are working.</p> <p>No smoking in any indoor marquees or dressing rooms.</p> <p>All electrical equipment must show proof of PAT testing.</p> <p>Fire lane in place for emergency use.</p>	8	2	16	

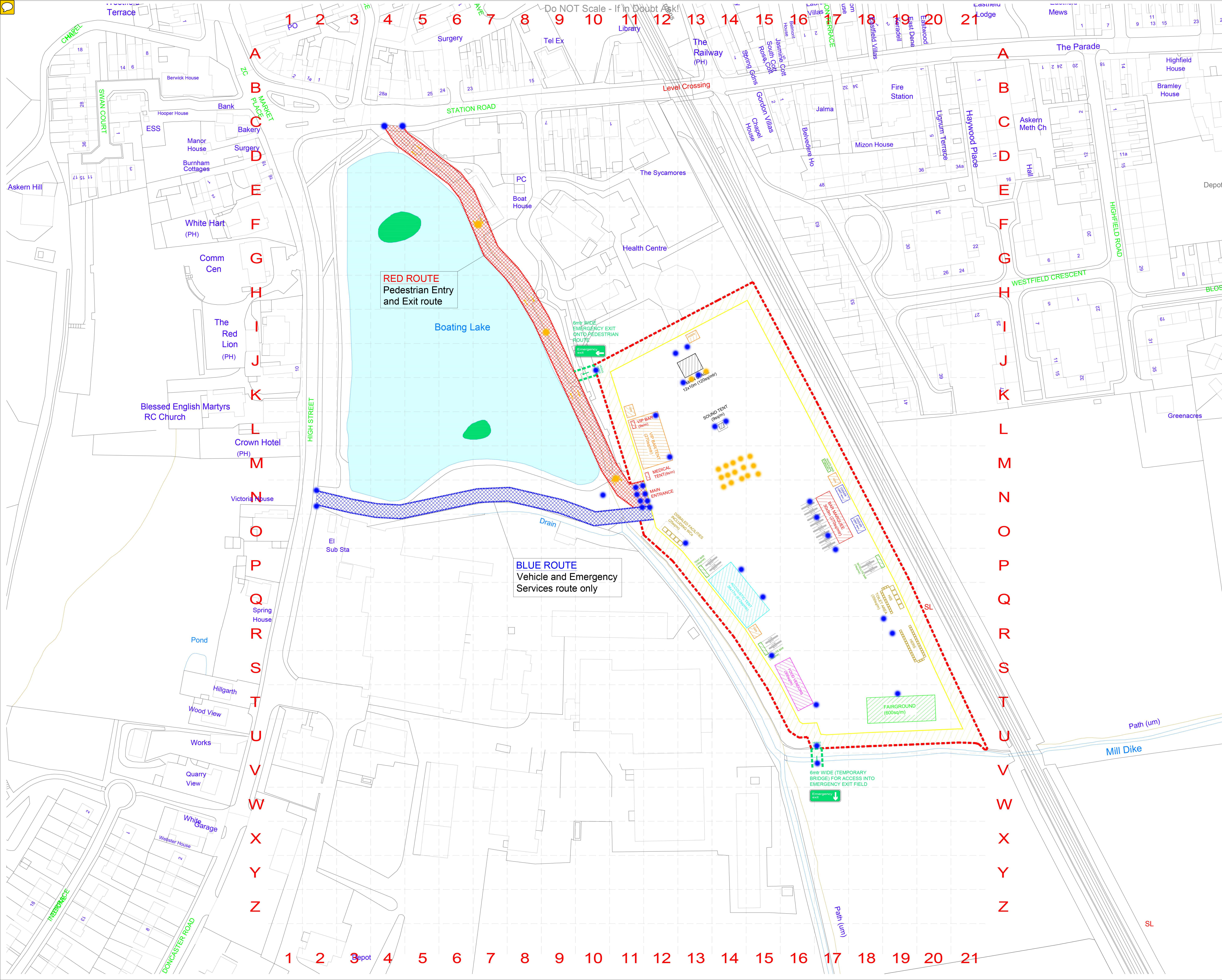
Subject Area	Hazards and Effect	Parties at Risk	(S)	(L)	(R)	Control Measures	(S)	(L)	(R)	Any other comments
ALL AREAS	<p>STRUCTURAL COLLAPSE</p> <p>This includes full or partial collapse preventing use of a structure or passage along an identified site.</p> <p>Most likely cause is wind that can cause partial structural damage.</p>	<p>Ticket Holders</p> <p>Staff</p> <p>Contractors</p> <p>Event Personnel</p>	8	4	32	<p>Monitoring of weather forecast especially for storms, thunder, lightning and high wind gusts required on daily basis with escalation to hourly monitoring if forecast indicates.</p> <p>StopStart procedure in place for extreme weather or emergency evacuation.</p> <p>Ability to close down temporary structures or constructions on site and evacuate people.</p> <p>Specialist Contractors have been engaged to undertake installation of temporary structures.</p> <p>Plans specifications and calculations for all structures to be submitted for examination prior to event build.</p> <p>Check on structures against intended use and foreseeable overload conditions such as adverse weather.</p> <p>They will operate their own method statements and assessments.</p> <p>Completion Certificates to be signed off after each structure is completed.</p> <p>Site visits will have taken place with all contractors prior to event.</p>	8	2	16	

Subject Area	Hazards and Effect	Parties at Risk	(S)	(L)	(R)	Control Measures	(S)	(L)	(R)	Any other comments
ALL AREAS	<p><b>WEATHER</b></p> <p>Extremes of weather such as heat, rain and wind, leading to structural damage, flooding, failure of temporary structures.</p>	<p>Ticket Holders</p> <p>Staff</p> <p>Contractors</p> <p>Event Personnel</p>	8	4	32	<p>Systems for control of risks to staff from weather identified in EMSP.</p> <p>The temporary structures will be constructed by approved contractors.</p> <p>StopStart procedure in place.</p> <p>Temporary barriers are available to identify and isolate pooling and spillages if needed.</p> <p>Evacuation procedure in place for extreme weather.</p> <p>Control of ingress/egress to slow arrival/departure and rushing in the event of sudden downpours cloudbursts.</p>	6	2	12	
ALL AREAS	<p><b>TERRORISM</b></p> <p>The threat of terrorism and the consequences of attack or response to hoax incidents is a significant risk. Trained Security staff No further controls identified here for Security reasons.</p>	<p>Ticket Holders</p> <p>Staff</p> <p>Contractors</p> <p>Event Personnel</p>	10	2	20	<p><b><i>DETAILS AVAILABLE FROM SOUTH YORKSHIRE POLICE ON SPECIFIC THREAT LEVELS.</i></b></p> <p>Search Policy is in place.</p> <p>Trained Security staff.</p> <p>Radio codes and calls for suspected terrorism threats.</p> <p>Safety briefing.</p> <p>Liaison with South Yorkshire Police and specific Counter Terrorism Officer.</p>				

Subject Area	Hazards and Effect	Parties at Risk	(S)	(L)	(R)	Control Measures	(S)	(L)	(R)	Any other comments
ALL AREAS	<p><b>MEDICAL INCIDENT</b></p> <p>Collapse of individual from multiple, potential causes are possible including some risks in this assessment.</p> <p>Causes may include misuse of alcohol or drugs.</p> <p>Given numbers attending this is a likely incident and must be monitored at all times.</p>	<p>Ticket Holders</p> <p>Staff</p> <p>Contractors</p> <p>Event Personnel</p>	8	4	32	<p>Private medical services by Vie Medical on site (Event trained staff).</p> <p>Specialist event medical services and welfare tent.</p> <p>A bag search and amnesty bin policy for drugs and other prohibited items is in place.</p> <p>Water is readily and freely available throughout the site.</p> <p>Each bar to have Challenge 25 policy.</p> <p>All security and stewarding staff trained in emergency medical response.</p> <p>Overall medical plan agreed and coordinated with Vie Medical.</p> <p>Regional Ambulance Service informed of the event.</p> <p>Main Accident and Emergency (Doncaster Royal Infirmary) within 10 miles of site.</p>	4	4	16	
ALL AREAS	<p><b>SLIPS/TRIPS</b></p> <p>Slipping or tripping due to one or a combination of the following; poor maintenance, spillages, steps &amp; stairs, poor lighting on the site.</p>					<p>Lighting in area is designed for illumination of area to standards required.</p> <p>Maintenance programme in place.</p> <p>Continual inspection and supervision by stewards and hazards reported for resolution.</p>				

Subject Area	Hazards and Effect	Parties at Risk	(S)	(L)	(R)	Control Measures	(S)	(L)	(R)	Any other comments
	Falls due to alcohol/drugs.					<p>A bag search and amnesty bin policy for drugs and other prohibited items is in place.</p> <p>Any accidents or falls to be reported to Safety Manager/Event Director/Event Organiser and reported in the accident book.</p>				

**More Risk Assessments to be added ASAP - this is a work in progress.**



**Notes**  
Date of Festival - 13th July 2024

Grid Size  
20mtr x 20mtr

Site Location  
Askern Events Field, Askern  
Doncaster  
X - 456450  
Y - 413404

What3Words -  
///pictured.promoting.feelers

- Key**
- Fence Line (Approx 30,000sq/mtr)  
(Proposed Licensed Area)
  - 8m boundary for emergency vehicles (Approx 24,000sq/mtr)
  - BLUE ROUTE - For Vehicles /Emergency services access
  - RED ROUTE - For Pedestrians entry/exit only
  - GREEN ROUTE - 6mtr WIDE EMERGENCY EXIT ROUTES

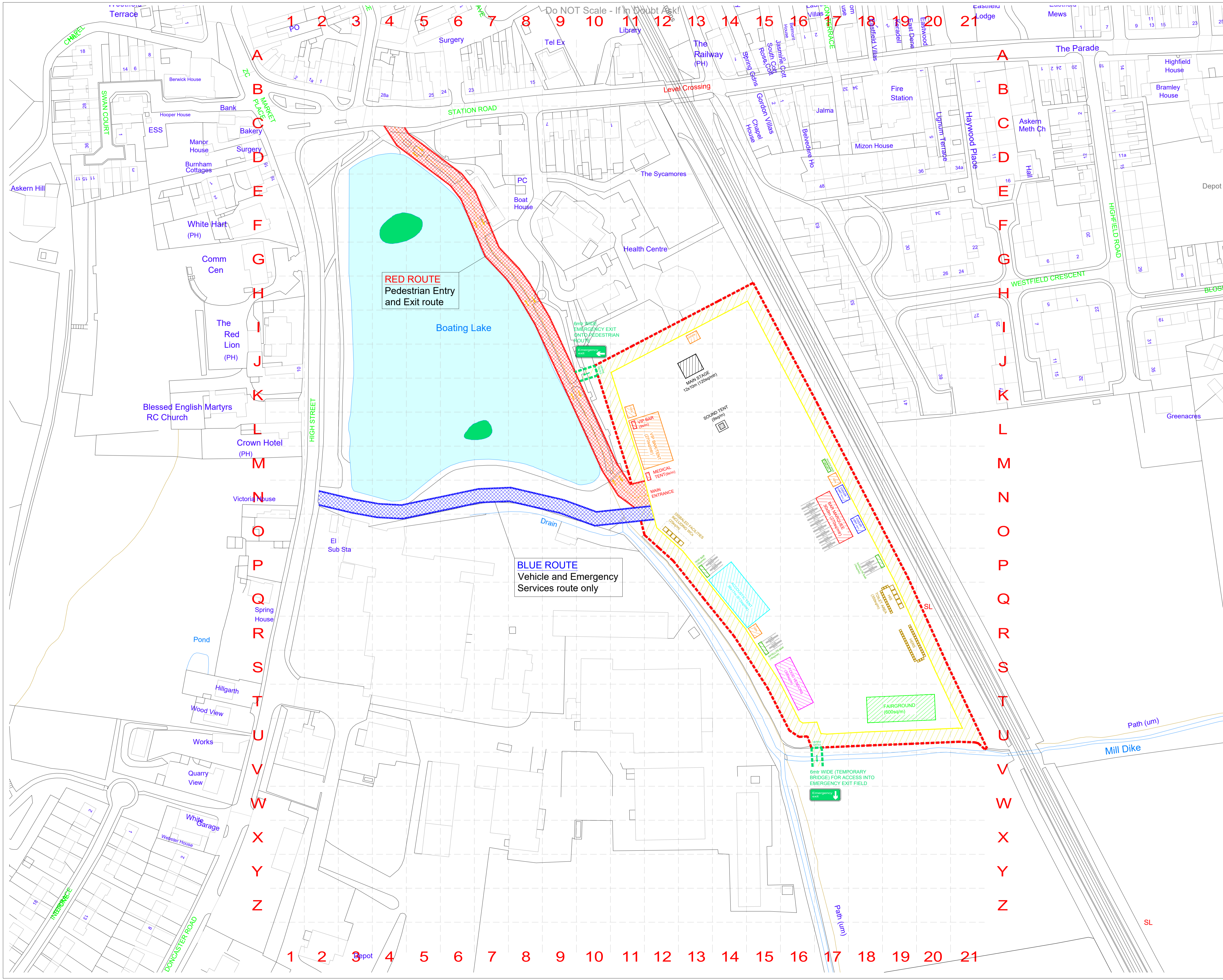
Speed Of Road	Minimum sideways safety zone (m)	1.2
	Minimum longways safety zone (m)	60

C	AT	MAR 24	AMENDED TO ESAG (DMBC) COMMENTS
REV	BY	DATE	DESCRIPTION
			Askern Music Festival
			DWG No 0124-AMF-001
			REV C
PROJECT Site Layout			
ADDRESS		SCALE	1:1000
Askern Events Field Askern Doncaster		DRAWN	-
		APPROVED	-
		DATE	Jan 24

**dms c dservices**

07950 281694  
dmscdservices@gmail.com  
dmscdservices.co.uk





**Notes**  
Date of Festival - 13th July 2024

Grid Size  
20mtr x 20mtr

Site Location  
Askern Events Field, Askern  
Doncaster  
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  - GREEN ROUTE - 6mtr WIDE EMERGENCY EXIT ROUTES

Speed Of Road	Minimum sideways safety zone (m)	1.2
30	Minimum longways safety zone (m)	60

C	AT	MAR 24	AMENDED TO ESAG (DMBC) COMMENTS
REV	BY	DATE	DESCRIPTION
CLIENT	Askern Music Festival	DWG No	0124-AMF-001
PROJECT	Site Layout	REV	C

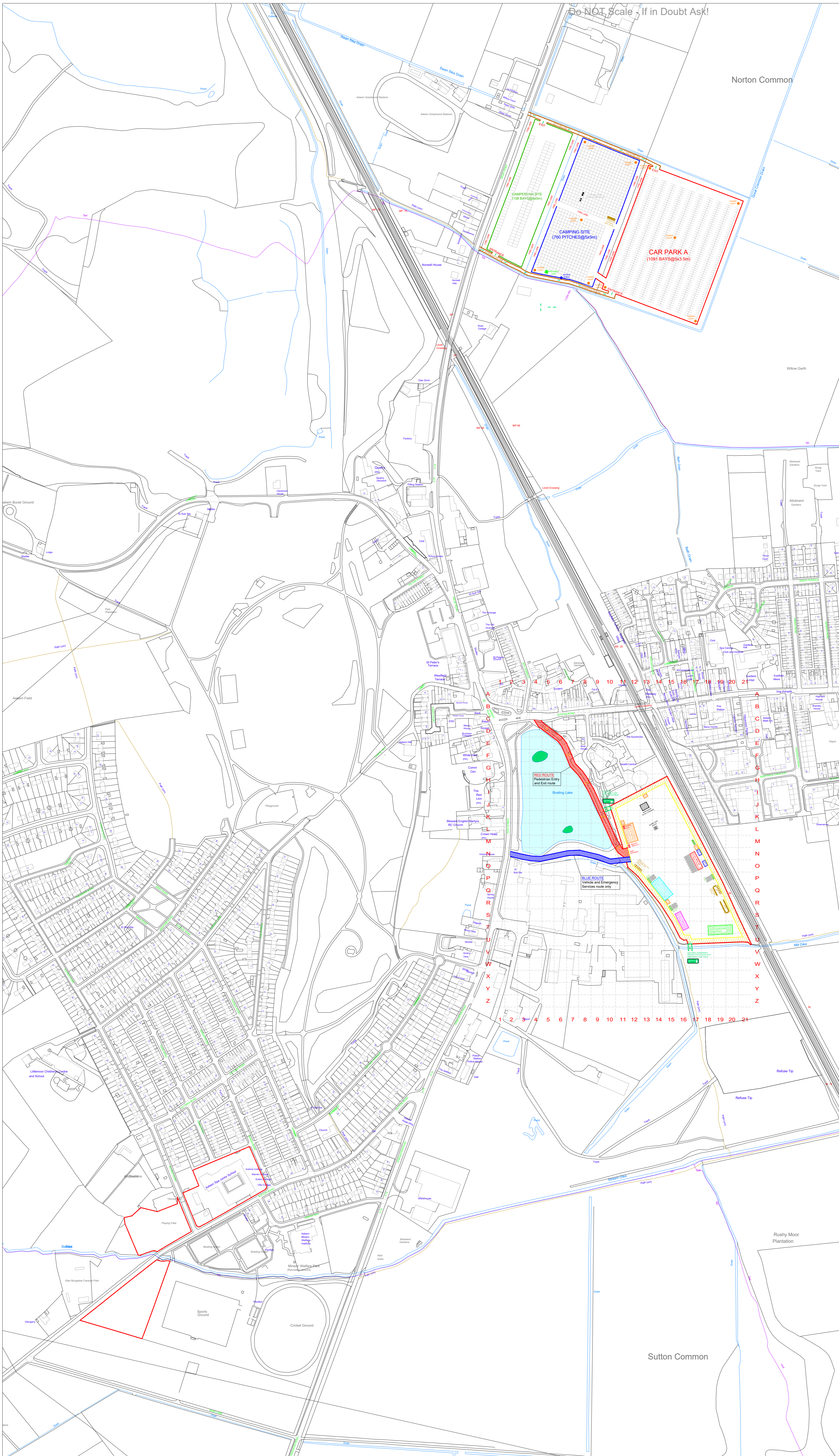
ADDRESS	Askern Events Field Askern Doncaster	SCALE	1:1000
DRAWN		APPROVED	
DATE			Jan 24

**dms c s d services**

07500 281694  
dmscaservices@gmail.com  
dmscaservices.co.uk

Do NOT Scale - If in Doubt Ask!

**Notes**  
Date of Festival - 13th July 2024



**Grid Size**  
20mtr x 20mtr

**Site Location**

Askern Events Field, Askern  
Doncaster  
X - 456450  
Y - 413404

What3Words - Events Field  
///pictured.promoting.feelers

What3Words - Parking/Camping  
///clubbing.spillage.option

**Key**

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(Proposed Licensed Area)
- 8m boundary for emergency vehicles (Approx 24,000sq/mtr)
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- ■ ■ ■ RED ROUTE - For Pedestrians entry/exit only
- ■ ■ ■ GREEN ROUTE - 6mtr WIDE EMERGENCY EXIT ROUTES

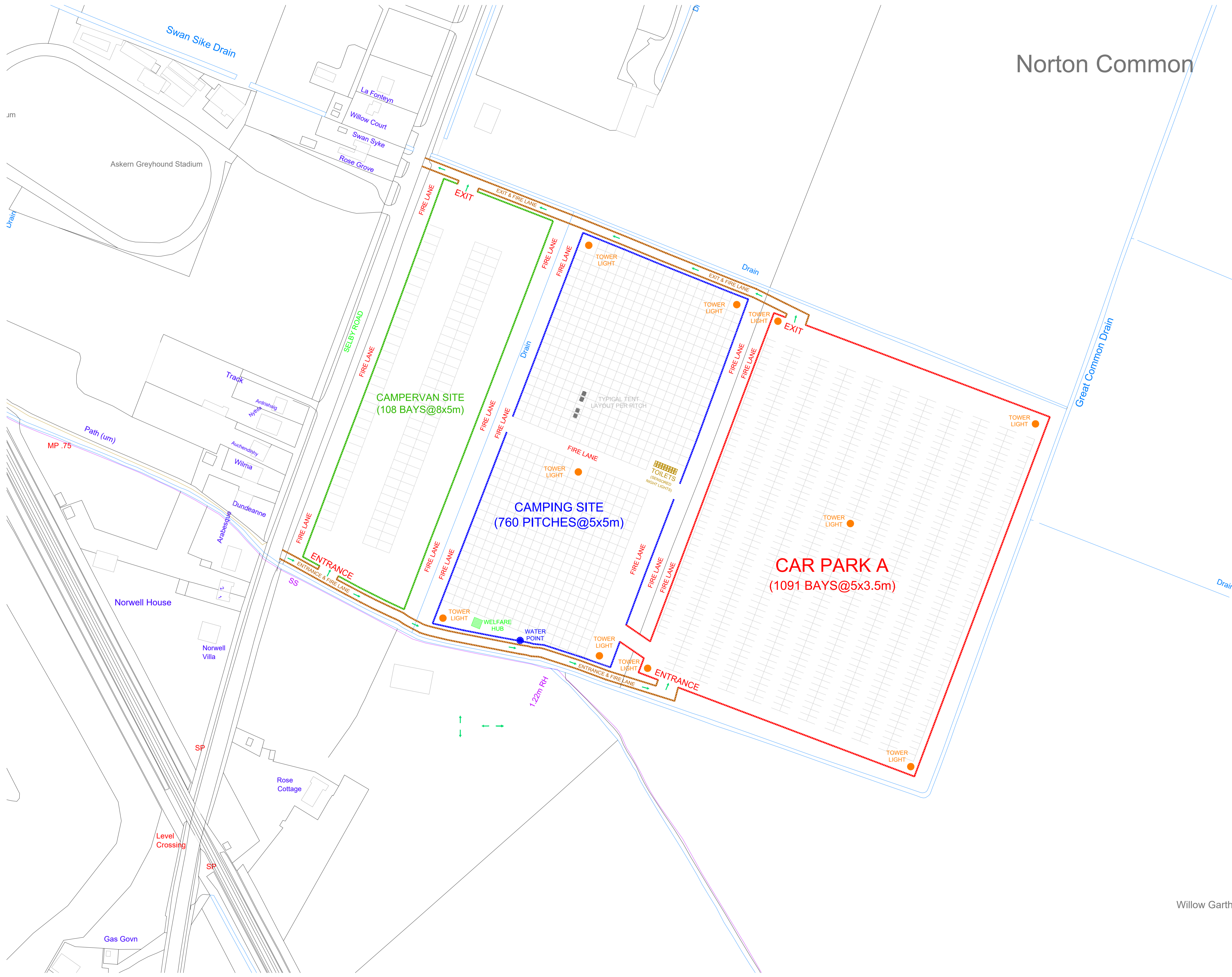
Speed Of Road	Minimum sideways safety zone (m)	1.2
	Minimum longways safety zone (m)	60

C	AT	MAR 24	AMENDED TO ESAG (DMBC) COMMENTS
REV	BY	DATE	DESCRIPTION
CLIENT	Askern Music Festival		REV C
PROJECT	Site Layout		
ADDRESS	SCALE	N.T.S	
Askern Events Field	DRAWN	-	
Askern	APPROVED	-	
Doncaster	DATE	Jan 24	

07590 281694  
dmscaservices@gmail.com  
dmscaservices.co.uk

Do NOT Scale - If in Doubt Ask!

# Norton Common



**Notes**  
Date of Festival - 13th July 2024

Grid Size  
20mtr x 20mtr

Site Location  
Askern Events Field, Askern  
Doncaster  
X - 456450  
Y - 413404

What3Words - Events Field  
///pictured.promoting.feelers

What3Words - Parking/Camping  
///clubbing.spillage.option

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  - ■ ■ ■ RED ROUTE - For Pedestrians entry/exit only
  - ■ ■ ■ GREEN ROUTE - 6mtr WIDE EMERGENCY EXIT ROUTES

Speed Of Road	Minimum sideways safety zone (m)	1.2
	Minimum longways safety zone (m)	60

C	AT	MAR 24	AMENDED TO ESAG (DMBC) COMMENTS
REV	BY	DATE	DESCRIPTION

CLIENT	Askern Music Festival	DWG No	0124-AMF-003	REV	C
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PROJECT  
Camp Site Layout and Parking

ADDRESS	SCALE	1:1000
Askern Events Field (Parking)	DRAWN	-
Askern	APPROVED	-
Doncaster	DATE	Jan 24

**dms c dservices**

07590 281694  
dmscaservices@gmail.co.uk  
dmscaservices.co.uk

# Norton Common



Grid Size  
20mtr x 20mtr

**Site Location**

Askern Events Field, Askern  
Doncaster  
X - 456450  
Y - 413404

What3Words - Events Field  
///pictured.promoting.feelers

What3Words - Parking/Camping  
///clubbing.spillage.option

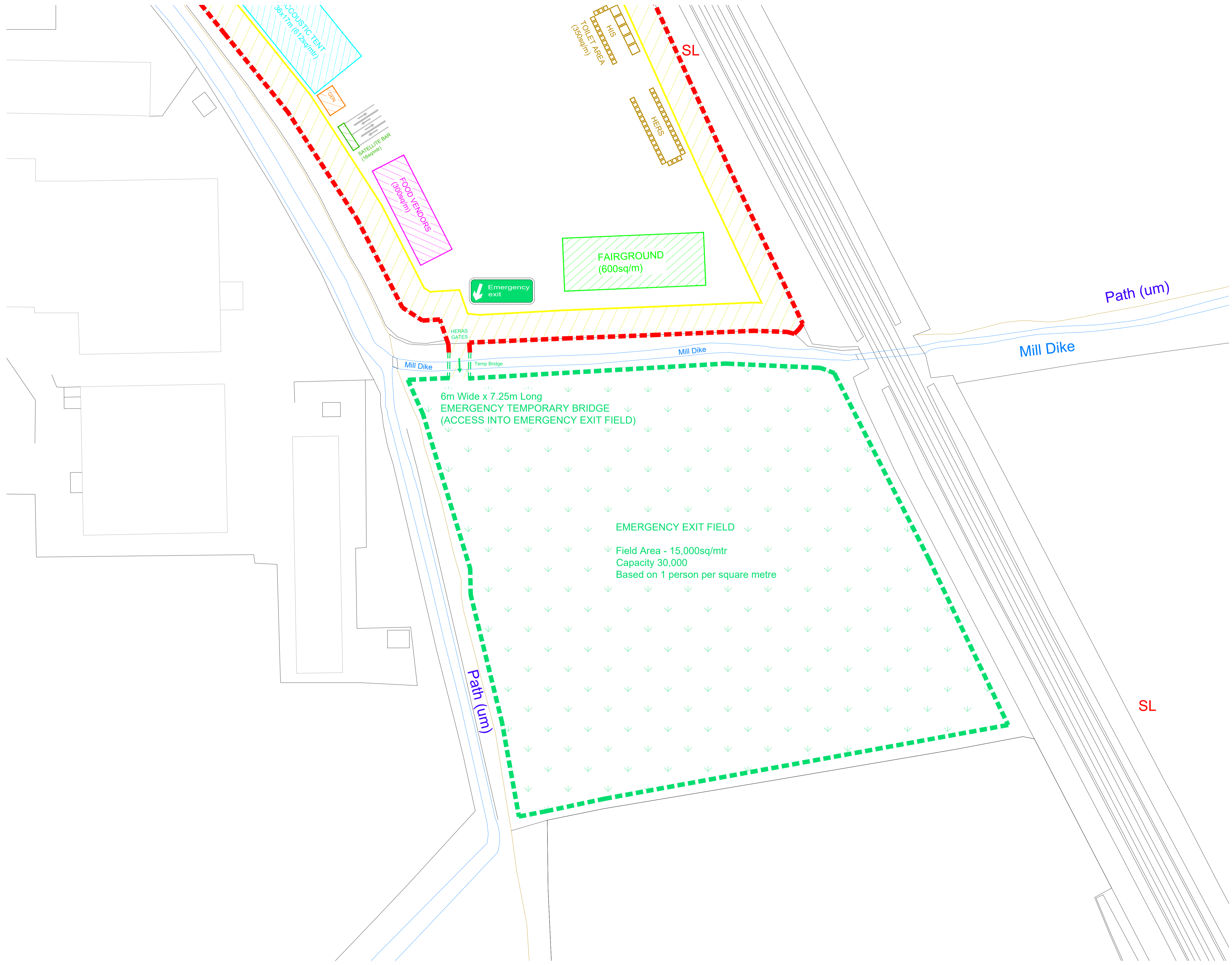
- Key**
- ■ ■ ■ Fence Line (Approx 30,000sq/mtr) (Proposed Licensed Area)
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<b>Speed Of Road</b>	Minimum sideways safety zone (m)	1.2
	Minimum longways safety zone (m)	60



C	AT	MAR 24	AMENDED TO ESAG (DMBC) COMMENTS
REV	BY	DATE	DESCRIPTION
CLIENT		DWG No	REV
Askern Music Festival		0124-AMF-003	C
PROJECT			
Camp Site Layout and Parking			
ADDRESS		SCALE	
Askern Events Field (Parking)		1:1000	
Askern		DRAWN	-
Doncaster		APPROVED	-
		DATE	Jan 24

Do NOT Scale - If in Doubt Ask!



**Notes**  
Date of Festival - 13th July 2024

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20mtr x 20mtr

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Doncaster  
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Speed Of Road	Minimum sideways safety zone (m)	1.2
	Minimum longways safety zone (m)	60

C	AT	MAR 24	AMENDED TO ESAG (DMBC) COMMENTS
REV	BY	DATE	DESCRIPTION
CLIENT	Askern Music Festival	DWG No	0124-AMF-004
		REV	C

DWG TITLE Emergency Access Field incl. Temp Bridge	
ADDRESS	SCALE
Askern Events Field (Parking) Askern Doncaster	1:500@A1
	DRAWN
	APPROVED
	DATE
	Jan 24

**dms c dservices**

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dmscaservices@gmail.co.uk  
dmscaservices.co.uk



## **Road Traffic Management Plan**

**As part of the Event Management Plan V4**

**Askern Music Festival 2024**

**Andy O'Grady, Founder**

**[andy@askernmusicfestival.co.uk](mailto:andy@askernmusicfestival.co.uk)**



<a href="#">As part of the Event Management Plan V4</a>	1
<b>Section 1 – Event Information and TMC</b>	<b>3</b>
<b>1.1 Event Information</b>	<b>3</b>
<b>1.2 Traffic Management Company Employed</b>	<b>4</b>
<b>1.3 The Venue</b>	<b>5</b>
<b>1.4 The Event and Schedule</b>	<b>7</b>
<b>1.5 Transport Management Plan Overview and Objectives</b>	<b>10</b>
<b>1.6 Traffic Manager and Transport Planning Group</b>	<b>11</b>
<b>Section 2 – Site Information and Plan</b>	<b>13</b>
<b>2.3 Car Parking and Campsite Overview</b>	<b>15</b>
<b>2.4 Traffic Movement within the Main Event Areas</b>	<b>24</b>
<b>Section 3 – Routes Overview</b>	<b>24</b>
<b>3.1 Shuttle Bus Operation</b>	<b>24</b>
<b>3.2 Drop-off and pick-up</b>	<b>25</b>
<b>3.3 Public Bus Service</b>	<b>27</b>
<b>3.4 Train Service</b>	<b>27</b>
<b>3.5 Exit Strategy</b>	<b>28</b>
<b>Section 4 – Further Notes</b>	<b>30</b>
<b>4.1 Show Day Movement on Site (Main area)</b>	<b>30</b>
<b>4.2 Pedestrians / Vehicles</b>	<b>30</b>
<b>4.3 Road Cones</b>	<b>31</b>
<b>4.4 Local Road Works</b>	<b>31</b>
<b>4.5 Signage</b>	<b>31</b>
<b>4.6 Coach Parking</b>	<b>32</b>
<b>4.7 Road Closures</b>	<b>33</b>



## **Section 1 – Event Information and TMC**

### **1.1 Event Information**

**It is the intention of Askern Music Festival Ltd (AMF) to host an open-air concert featuring the headline soul legend Billy Ocean. The organisers intend to build on the success of previous events whilst maximising the positive benefits to the local area and minimising any potential for public nuisance complaints.**

**The event will be staged on 13th July 2024 and will also feature a second smaller stage, hosting several solo artists in support. There is to be food and beverages available and all welfare services in place along with possible merchandise vendors and market stalls. The audience is expected to arrive primarily by personal transport and via the designated shuttle bus service provided by 'First bus group'**

**The event is to be managed by AMF representatives, along with support from various contractors and events specialists. The event is an afternoon/evening concert and will be expected to attract an Indie/Soul audience with a wide-ranging age group. The main stage and supporting infrastructure will be erected in the events field area in Askern with a separate field for camping and car parking.**





**There is a second area located to the North of the site at Askern Spa School which will be used as a drop off and pick up point as well as taxi point. There will be bars and catering facilities on site. This is primarily a standing event with no seating facilities provided.**

**This will be the seventh annual small-scale event produced by AMF. The License holder if granted will be Askern Music Festival Ltd with the DPS as Mr Andrew O'Grady one of Askern Music Festival LTD's Directors.**

**Askern Music Festival Ltd has employed shuttle buses and liaised with local taxi companies to manage non-drivers which will help to reduce the traffic.**

## **1.2 Traffic Management Company Employed**

**Askern Music Fest. 2024 has engaged Oneway™ Limited, to provide traffic management services and equipment to the festival.**

**Oneway is one of the UK's leading Traffic Management Providers. Established in 2002 Oneway specialises in a wide range of temporary traffic management solutions. Oneway are accredited and registered to ISO9001 and with approval by**



**CHAS and EXOR for safety, quality and competence enables them to carry out all forms of traffic management – both high and low speed.**

**The company has the expertise and experience to carry out high and low-speed works and can also offer support with onsite operatives, powered traffic signs, hybrid tower lights, and traffic management equipment such as barriers, traffic lights and road signs. The traffic management plan both on and off-site will ensure the safety of passing vehicles, attendees, plus local traffic. Oneway have been recommended by our Safety Officer David Bates who has worked with the <sup>TM</sup> company previously on events at Hull KR.**

### **1.3 The Venue**

**Askern Events Field - Askern, Doncaster, South Yorkshire, DN6 0AA**

**Location: X - 456450 / Y - 413404**

**The Askern Events Field is a versatile outdoor space located in Askern, a town in South Yorkshire, England. This large open field is a popular venue for various events and activities throughout the year. Examples of previous events on the field include, bonfire events and summer fayres attracting approx 5000 people.**



**Measuring a size of 30,000sq/mtr, the Askern Events Field offers ample room to accommodate a wide range of events, from music festivals to sports tournaments, community fairs, and outdoor markets. It provides a scenic and functional backdrop for gatherings of all sizes.**

**The field features well-maintained grassy areas, making it suitable for activities such as picnics, family outings, and outdoor games. It also provides a suitable venue for corporate events, team-building exercises, and outdoor concerts.**

**The Askern Events Field is well-equipped with amenities to support the diverse needs of event organisers. It has ample space to add generators, making it convenient for vendors and food stalls. The space can also be easily configured with temporary structures, such as stage setups, and seating areas.**

**Additionally, the field offers a newly built road for contractors, ensuring convenient access to the events. It is well-connected to the surrounding areas via road networks and public transportation, making it easily accessible for both residents and visitors from afar.**



Overall, the Askern Events Field offers a flexible and spacious outdoor venue for a variety of events. With its scenic surroundings and convenient amenities, it is a popular choice for hosting a wide range of activities throughout the year.

#### 1.4 The Event and Schedule

**Location – Askern Events Field, Askern, Doncaster, DN6 0AA**

**Date of Event – Saturday 13th of July**

**Build start date – Tuesday 9th of July**

##### Event Schedule

<b>8am</b>	<b>Car Park A and <b>campsite</b> to open and manned</b>
<b>8am</b>	<b>Drop Off and Pick Up at Askern Spa to open and manned</b>
<b>10.30am</b>	<b>The Shuttle bus operation will commence and run up until 15.30 This will be to deliver patrons to the festival.</b>
<b>11am</b>	<b>Festival Gates to open</b>
<b>17.00pm</b>	<b>Last access to Car Park A</b>
<b>21.30pm</b>	<b>The Shuttle bus operation recommences and runs up until 12 midnight or until the last person leaves.</b>



**Sunday 14th**      **The campsite will close at 12 midday with all patrons moved from site.**

**Main Stage Timings**

<b>11.40 – 12.10</b>	<b>The Denabys</b>	<b>Main Stage</b>
<b>12.20 – 12.50</b>	<b>Idle Noise</b>	<b>Main Stage</b>
<b>13.00 – 13.30</b>	<b>The Rosadocs</b>	<b>Main Stage</b>
<b>13.40 – 14.20</b>	<b>Under The Influence</b>	<b>Main Stage</b>
<b>14.50 – 15.40</b>	<b>The Farm</b>	<b>Main Stage</b>
<b>16.00 – 16.50</b>	<b>Afflecks Palace</b>	<b>Main Stage</b>
<b>17.00 – 18.00</b>	<b>The View</b>	<b>Main Stage</b>
<b>18.30 – 19.30</b>	<b>Reverend &amp; The Makers</b>	<b>Main Stage</b>
<b>20.00 – 21.00</b>	<b>Tom Meighan</b>	<b>Main Stage</b>
<b>21.30 – 22.30</b>	<b>Billy Ocean</b>	<b>Main Stage</b>

**23.00. Curfew**

**The event is scheduled to commence at 11.00 and will run until a curfew of 23.00.**

**The event site is a new site for AMF however AMF has successfully hosted similar concerts with no specific or significant difficulties until 2023 when we had**



difficulties at Thornhurst Manor Country Park due to the site. Askern Events field is, however, a new venue for the festival organisers.

## 1.5 Transport Management Plan Overview and Objectives

**No waiting or loading signs (8am to Midnight Sat 13th July)** and cones will be placed down the A19, Sutton Rd and Moss Rd around the site with towing signs in place as a deterrent. **Towing will not be in place, however the signage will be in place to deter patrons from parking where they shouldn't. Advanced warning signs of the traffic management will be in place 2 weeks before the event to inform road users of the restrictions (Askern Music Festival Sat 13th July 2024, Restrictions in place).** **Install of the no waiting cones and signs will be on Friday 12th July in the PM.** There will be **250** cones spaced at 9m alternating each side. Yellow event signage clarifying the route to the pick up and drop off point plus the camping site will be in situ to the event in order to direct traffic to the correct end point. Directional Signage in place will be as follows:

### **Camping and Car Parking**

### **Pick up and Drop Off**



**Provision is as follows as per the plans: (Plans included in document and separate form)**

**Plan 1 - Traffic Management - No waiting**

**Plan to convey No waiting and Tow Away Zone in relation to the car park/camping and event site running through Askern for AMF24**

**Plan 2 - Traffic Management - Car Parking, Pick-Up and Drop-Off**

**Plan to convey yellow sign orientation for Camping/Car Park and Pick-Up/Drop-Off in the vicinity of Askern for AMF24**

**Plan 3 - Traffic Management - Entry Phase**

**Plan to convey Entry phase to the Car Park and camping area depicting 'No right turn' implementation if traffic starts to queue on the A19. Traffic movement depicted along with Pedestrian movement. Temporary traffic signal and Temporary Pedestrian Signal diagrams explained plus TMO's and steward positions.**

**Plan 4 - Traffic Management - Exit Phase**

**Plan to convey Entry phase to the Car Park and camping area depicting 'Temporary signalled pedestrian crossing 125 metres from the level crossing. TMO's at level crossing to be in contact with TMO at the pedestrian crossing to ensure no traffic backs up or stops on the level crossing.**

**Plan 5 - Traffic Management - Road Closures**



**Plan to convey the Temporary road closuresto be installed at the highlighted locations from 08:00 until TBC, all access for businesses and residents to be maintained. Each closure point will have an event marshall to prevent event parking and to give access to residents, businesses, deliveries and emergency vehicles. Advanced warning signs to be placed 2 weeks prior to the event on Moss Road and either side of the A19.**

## **1.6 Traffic Manager and Transport Planning Group**

**Traffic Manager – James Jeavons - Oneway™ Limited (07904584406)**

**Traffic Management Staff x 2 Oneway™ Limited (Staff names TBC)**

**Traffic Control Safety Officer – Oneway™ Limited (Staff name TBC)**

**Event Organiser – Andrew O’Grady/AMF/07507244024**

**Event Director – Hayley Grice /AMF/07746609130**

**Event Safety – David Bates/Task/07592363414**

**Shuttle Bus Services Manager - Peter Mair/First Buses/07989417532**





The Traffic Manager will liaise with the Security Manager to ensure that all emergency access routes are kept clear (shown on the main site plan). **The Rendezvous Point for emergency vehicles will be at the entrance to Askern Saw mills, with ample space to park emergency vehicles and turning space if requests for deployment of emergency vehicles, first aid or fire are coordinated around the site. The Event Director will be responsible for the onsite car parking for artists (Alexander House) and will liaise with the services manager of Bus Shuttle Services. The Traffic Manager will have no remit for any traffic on the public highway.**

The Traffic control safety manager, event directors, and organisers will be responsible for ensuring the marshals and stewards are working safely and for the safe passage of all vehicles/patrons on site. **The number of stewards and marshalls who will be dedicated to vehicle movement and traffic is TBC with Task security and stewarding and Oneway.**

## **Section 2 – Site Information and Plan**

**(Plans to be distributed in full form and are separate from this document)**



## 2.3 Car Parking and Campsite Overview

Area	Vehicles	People	Notes
<b>Car Park A (Campsite and Campervan pitches)</b>	<b>108 x Campervans 1091 x Car Parking spaces</b>	<b>3237(Based on 2.7 per car and campervan) 760 x Camping pitches</b>	<b>Car parking sales are monitored in advance of the event and all off-site parking is pre-booked</b>
<b>Drop Off and Pick Up for Gen Public and Taxis</b>	<b>Estimate of 400 vehicles</b>	<b>To be utilised for Drop-Off and Pick-Ups</b>	<b>Drop off and Pick up is situated at Askern Spa School</b>

Currently, two designated areas for use have been established. Car park A is situated opposite Askern Greyhound Stadium (What 3 words - ///valley.contour.uttering).

### Car park A

This car park is situated north of Askern opposite Askern Greyhound stadium. It's 200m from the A19 to the first part of the field. Entrance to this field (labelled on plan) will be hard-cored, levelled and fully accessible by vehicles. This will be a one



way in and another way out site (entrance & exit labelled on plan). Arrows on plan to show directional flow of traffic. The access point is approx 6m width with visibility of approx 100m minimal in either direction on to the highway (A19). The Speed of this road is 40 mph with vehicle activated speed signs in place to deter drivers from exceeding this limit.

### **Reworded below**

The average British car is 5m long & 2.8m wide. Car park A is 215m in width & 165m in length. The total amount of field available is 35,945m<sup>2</sup>.

Measuring 215m / 3.5m (making the bays wide enough for people to get out of cars easier) which gives 61 cars across the field width ways)

The field is 165m in length. An average car is 5m in length.  $165 / 5m$  equates to 33 rows of cars. However, every 10m (2 rows of cars, apart from the 1 alone row on each hedge line) there will be a 5m gap before the next row of 2 to allow cars to get out easily.

Over the 33 rows of cars we are required to leave 1 row spare for every 3 rows of cars, this leaves 19 rows of 61 cars across.  $19 \text{ rows} \times 61 \text{ cars} = 1159 \text{ cars}$ . Over a 145m length field (20m short of the full 165m field) we'd expect to get 1159 cars working from these figures. We have left 20m spare of the field for any discrepancies.



**In addition, we have taken 4 cars (2 from either side of each row) to leave 57 cars across. This gives an extra 10m down each side of the field (roads down the side of the car park) for the exit route and entrance road in & out of the car park to allow easy flow of traffic. The new calculation would be 19 rows x 57.4 cars = 1091 cars.**

**We can comfortably fit this many cars in to the field with plenty of spare room. 1091 cars @ 2.7 per car gives us 2934 potential festival goers in this car park alone.**

**The car park will be lit up well with 5 tower lights (see plan) covering all exits & entrances. The hedge row leaving the car park & camping areas will be lit up by festoon lighting, all the way to the exit. **The entry phase and exit phase is depicted and explained in the plans (Refer to <sup>TM</sup> Entry/Exit Phase Plan).** This car park is approximately an 8-minute walk away from the festival field.**





The Drop Off and Pick Up point for the general public and Taxis is situated at Askern Spa School and again is approximately an 8-minute walk away from the festival site. **Refer to the <sup>TM</sup> plan Pick-Up and Drop-Off.** (What 3 words - **///burglars.majors.amending**) **There are two gated entrance/exits to the school grounds, one to be used for entry phase, one to be used for exit phase. Drop off area designated and manned by stewards/marshalls. Pedestrians then to walk through the school grounds to opposite side of the school gates with stewards/marshalls directing. This will keep pedestrians away from vehicles. Pedestrians will then exit the school grounds on to the footpath towards the festival site.**

AMF is planning on conducting a poll again to all ticket buyers and via social media to determine the mode of transport to and from the festival. **This will be conducted 2 weeks prior to the festival to gauge stewarding/Marshall numbers in AMF24 run areas and also to manage the potential congestion on buses.**

Data for where patrons have travelled from can be found [here](#) based on current ticket sales.



### **Campsite - tent field**

**This field is situated alongside car park A approximately 90m from the A19 to the first part of the field. It's the middle field of the 3 fields being used.**

**We anticipate the average tent at the festival to be no bigger than 5x5m including guide ropes. Campsite - tents is 215m in width & 105m in length. This gives us an area of 22,528m<sup>2</sup>. So 215m / 5m gives us 43 tents across the field width ways. We anticipate with 5x5m spacings there will be ample room between each tent allowing plenty of space to move around without tripping hazards.**

**The field is 105m in length.  $105\text{m} / 5\text{m} = 21$  rows of tents length ways.  $43 \times 21 = 903$  tents can comfortably fit on the field. However, there will be a fire lane that runs around the outside of the field and up through the middle allowing emergency services easy access to any medical emergency (please see plan).**

**When taking the m<sup>2</sup> space we'd need to accommodate the fire lane, toilet space etc, we'd expect to lose 143 tents from our final figure. This leaves us being able to easily accommodate 760 tents.**

**When it comes to toilets we will assume 2.7 persons to be in a tent or camper-van  $760 + 108 \times 2.7$  comes to 2,343 people. Looking at the guidance in the purple guide we'd need to provide 1 toilet per 75 persons.  $2,343 / 75 = 31$  toilets required. These will all have lights in for throughout the night.**



**There will also be a welfare hub on this site along with drinking water.**

**Tower lights again will be distributed throughout the site giving ample light, especially around exits & entrances. Again, festoon lighting will be strung along the hedge for extra lighting upon leaving.**

### **Campervans site**

**This field will be the first one coming off the A19. It's 220m in width & 65m in length. The average camper-van is 6m long by 2.55m in width.**

**With that in mind 220m / 5m (made the bays 5m wide to allow nearly 2.5m of spacing between camper-vans) comes to 44 camper-vans length ways able to fit.**

**Average length of a camper-van is 6m long. Parking these to a similar method as the cars in car park A. 65m / 8m (again made these much longer than they need to be) becomes 8 rows. However, we understand spacing is required and minimise this down to 3 rows of 44 vans giving us 132 spaces.**





**Again, using the same method as car park A we are taking 20m of road around the edges making us lose 4 camper-vans on each side of a row. This brings the final figure down to 36 per row.  $36 \times 3 = 108$  camper-vans comfortably fitting on this field. Again, this will be adequately lit with sufficient lighting. Again drinking water will be available.**

**Both numbers on camping fields will be monitored closely.**

## **2.4 Traffic Movement within the Main Event Areas**

**There is a vehicle movement curfew 10.00 to 23.30 in the main event areas.**

**Should there be a vehicle required to move it will be escorted by a high visibility security or production vehicle at 5mph with hazard beacons and lights. Emergency and Welfare vehicles are envisaged to be the only vehicles requiring any movement, if at all. The event director, production manager or head of security must agree to all movements in advance. Security must be informed to ensure the route is cleared.**



## Section 3 – Routes Overview

### Proposed routes for shuttle buses

**Shuttle Bus Route Plans for ASK 1 and ASK 2 - Plan separate from this document.**

### 3.1 Shuttle Bus Operation

Park & Ride facilities will be provided as in the traffic management plan. 3x buses from Doncaster interchange. Leaving every half hour from 10:30am passing through Bentley, Toll Bar, Adwick, Carcroft, and Askern, **dropping off outside St Peters Church on the A19**. The buses will be on separate routes (this isn't all one route). Subject to change depending on numbers and demand coming from DTC.

**The buses will turn around just after the Co-op on the junction towards Campsall with a U-turn back on to the A19. This has been tested by First Buses and the turn is easily navigated. The buses will be exempt of the TTRO and will leave when they are full of patrons (Managed by the Shuttle bus service manager and his team) We are expecting more people to go to Doncaster City centre therefore ASK 1 route will be used more often. The ASK 2 bus route will be run every 2-3 buses as we don't expect these to be a popular as the ASK 1 route. We have 8 buses in total holding**



**88 patrons per bus, therefore with those calculations we envisage moving 704 patrons per hour (1 hr is the expected travel time for ASK 1 to return to Askern).**

**8 x buses leaving from the bus stop (St Peters Church) A19 over the road from Co-Op. Starting at 9:30pm soft start and early leavers. Another bus at 10pm, with the other 6 waiting for the gates to close at 10:30pm. By this point, the first bus will be back also to make it a minimum of 7 buses when gates close. Again these will be running through the above villages. In the interim from 9.30pm the service we envisage will run every half an hour until final egress at 10.30pm/11pm when all buses will be ready to deploy.**

**The number of buses is subject to change depending on ticket sales, however a maximum of 8 will be deployed if required. This will be monitored by AMF alongside the First Bus company. Double-decker buses only and they hold 88 persons per bus and are accessible with facilities for disabled. Bus Routes are as follows:**

#### **ASK 1**

370010238	370040009	370040039	370045369	370045006	370040051	370040054	370045496
Doncaster Intc	Yarborough Terrace	Broughton Avenue	Bentley, High St	Fisher Street	Toll Bar	Bentley Moor Lane	Selby Road/Campsall Road



## ASK 2

370010238	370040990	370045123	370045117	370045001	370040845	370040842	37000000	370045496
Doncaster Intc	Newcomen Road	Alwyn Avenue	Jossey Lane	Woodlands, Shops	Victoria Road	Brooklands Road	35 Askern Rd, Carcroft, Doncaster DN6 8DF, UK	Selby Road/Campsall Road

### 3.2 Drop-off and pick-up

**A drop-off and pick-up area has been established at Askern Spa school. This is a good location for Drop off and Pick Up for the general public and taxi ensuring less traffic is travelling towards the festival site. This will be advertised as an attendee drop-off and pick-up point only and signage will be in place to direct patrons to this area. This will be monitored and manned by security and stewards. Patrons will queue inside the school grounds at a safe distance away from incoming vehicles and managed by stewards and marshalls. There will be a separate entry and exit gate allowing vehicles to enter, pick up and exit. Absolute taxis are the preferred taxi partner however other companies are not discouraged. Absolute will be specifically allocating 50 cars for AMF which can be pre-booked to by patrons to take advantage of the taxi drop-off point. There is ample space for patrons to queue for the shuttle bus and taxis. Stewards and Marshalls will be in place to direct patrons to the correct queue.**



The taxis are for patrons to pay for and will take patrons to their preferred location as per a normal taxi service. Other taxi companies have been informed that there will be fares available at curfew time from Askern Music Festival. There is adequate space provided for queuing for non-taxi pick-ups, such as family and friends.

### **3.3 Public Bus Service**

To get to the Askern Music Festival using public bus service, you can consider the Arriva Yorkshire 51 bus route[1]. The 51 bus has multiple stops in Askern, and one of the stops may be near the Askern Red Lion Pub, which is close to the festival site. It is advisable for patrons to check the bus schedule and stops in advance to plan their journey accordingly.

**51 Bus Route Line - Doncaster-Norton**

[https://moovitapp.com/yorkshire-2109/lines/51/101311572/en-gb?ref=2&poiType=line&customerId=4908&af\\_sub8=%2Findex%2Fapi%2Flines%2Fsearch%3Fquery%3D51%26userKey%3DF40849%26metroId%3D2109%26metroUrl%3DYorkshire%26ref%3D2%26poiType%3Dline%26lang%3Den-gb](https://moovitapp.com/yorkshire-2109/lines/51/101311572/en-gb?ref=2&poiType=line&customerId=4908&af_sub8=%2Findex%2Fapi%2Flines%2Fsearch%3Fquery%3D51%26userKey%3DF40849%26metroId%3D2109%26metroUrl%3DYorkshire%26ref%3D2%26poiType%3Dline%26lang%3Den-gb)



**Sources:**

**Arriva Yorkshire 51 bus Route Schedule and Stops**

### **3.4 Train Service**

**Normal timetable train service in operation with the nearest train station being in Adwick. It is a significant distance to walk to the event site so a taxi or public bus would be recommended. Doncaster train station will allow patrons from outside of Doncaster to come to the festival with AMF providing a bus service in conjunction with First Buses enabling those to travel.**

### **3.5 Exit Strategy**

**The exit phase of an event will often determine the customers' views of the event. Poorly planned exits can leave a lasting bad impression of an event. AMF marshalls will adjust cones close to the exits to anticipate queuing. By doing this we are prepared to organise vehicles into the exit lane and alight them from the site.**

**Not being able to leave the site freely can often be a stressful ordeal for the customer. Marshalls will always explain the reason for the queuing, whether it is**



an accident on a route or just the sheer volume of vehicles leaving the site on mass.

**Any accident or blocking of the exit lane would cause an issue, however we will attempt to keep traffic moving whilst dealing with the incident in a orderly and timely fashion. Traffic cones can be moved to create a small diversion around a potential accident.**

Generally, if vehicles have a free-flow exit onto good access routes, we can exit around TBC vehicles per hour as per calculations by the traffic management company, assuming gates are unobstructed. The number decreases if for any reason the route is busy or compromised. The staff will be in fixed positions until all cars are gone.

AMF staff will not leave the car park until queues have gone and the static vehicle count is under 10%. AMF will ensure that enough marshals are deployed to assist with traffic exiting the site and all marshals will have radios to communicate with each other and discuss flow and number of cars left to exit. They will be responsible for internal traffic management **and the TMO's will be responsible for external traffic.**



During the exit phase, all marshals will be on expected merging points within the car park. There will be approx. 30 marshals available for egress dedicated to getting vehicles offsite. **Refer to <sup>TM</sup> plan Exit Phase plan for Car Parking/Camping.**

TMO's and event stewards will be in constant communication via radio transmission. Event Stewards will be informed when to release event traffic and when to hold the vehicles within the parking area. Through correspondence with staff working via Network Rail and predicted timetables it can be assumed that the last train passing through the Norton/Askern crossing will be at approx 8.30pm, however a firmer picture of the timetable can't be obtained until a month prior to the festival.

## **Section 4 – Further Notes**

### **4.1 Show Day Movement on Site (Main area)**

On show day/s all contractor vehicles will adhere to the vehicle movement curfew 10.00am. All vehicles will remain until clearance is given at the end of the public egress, approx 23.30.

At this time site vehicles will be permitted to leave by the security/site manager. The rendezvous point will be submitted to the EMP and agreed upon with the





**Emergency services, however the plan is to use the entrance way to Askern Saw mills as described earlier in the document - Refer to 1.6 in the document.**

## **4.2 Pedestrians / Vehicles**

The mixing of pedestrians and traffic is of course to be avoided wherever possible.

Currently, the access to the event area within the site will change from vehicle access to pedestrian access only on the event day and an emergency access 'fire lane' established for emergency vehicles only during the event hours. The site will be operated as a working area from Tuesday 8th of July and vehicles and contractors will be signed in and off-site. **The car park and campsite will have remedial works to ensure that any vegetation is cut back and to make the ground hard standing. It is noted that any works protruding on to the highway would require a TTRO.**

## **4.3 Road Cones**

250 x 'no waiting' cones at 9m spacing alternating each side on the A19, Sutton Rd and Moss Rd, giving a clearance of approx 2 miles ( Refer to separate No Waiting



plan). **These will be installed on Friday 12th July in the PM and removed on Saturday 13th July at approx 12 midnight encroaching on 14th July until 1am.**

#### **4.4 Local Road Works**

To be advised if any local road works or highway works are undertaken.

#### **4.5 Signage**

**Oneway™ Limited will provide additional road signage where required in conjunction with Highways with the correct permissions.**

#### **4.6 Coach Parking**

There is no allocated coach parking. None are expected.

#### **4.7 Road Closures**

Temporary Road Closures to be installed at the following locations from 08:00 to 13:00 **allowing access to residents, businesses, deliveries and emergency services. Each road will be manned by a marshall.**



## **See Traffic Management - Road Closures Plan**

### **A19 Selby Road, High Street, Doncaster Road**

Prohibit waiting and loading on both sides from the junction of Norton Common Road to the junction of Rose Lane.

### **Moss Road**

Prohibit waiting and loading on both sides from the junction with Rushy Moor Lane to the Level crossing

### **Station Road**

Prohibit waiting and loading on both sides from the junction with A19 High Street to the Level crossing

### **Spa Pool Road**

Prohibit waiting and loading on both sides in its entirety.

### **Sutton Road**

Prohibit waiting and loading on both sides from the junction of Rose Lane to the junction.

### **St Peters Dive**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times

### **Lakside Rise**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times

### **Spa Terrace**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

### **Pool Avenue**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

### **Thompson Terrace**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.



**Highfield Road**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Kings Road**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Queens Road**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Marlborough Road**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Sunnymede Ave**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Sunnymede Terrace**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Rushy Moor Lane**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Alfred Road**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Cover Drive**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times

**Manor Way**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.

**Manor Road**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.



**Avenue Road**

Prohibit the movement of all motor vehicles in its entirety, pedestrian and resident access to be maintained at all times.