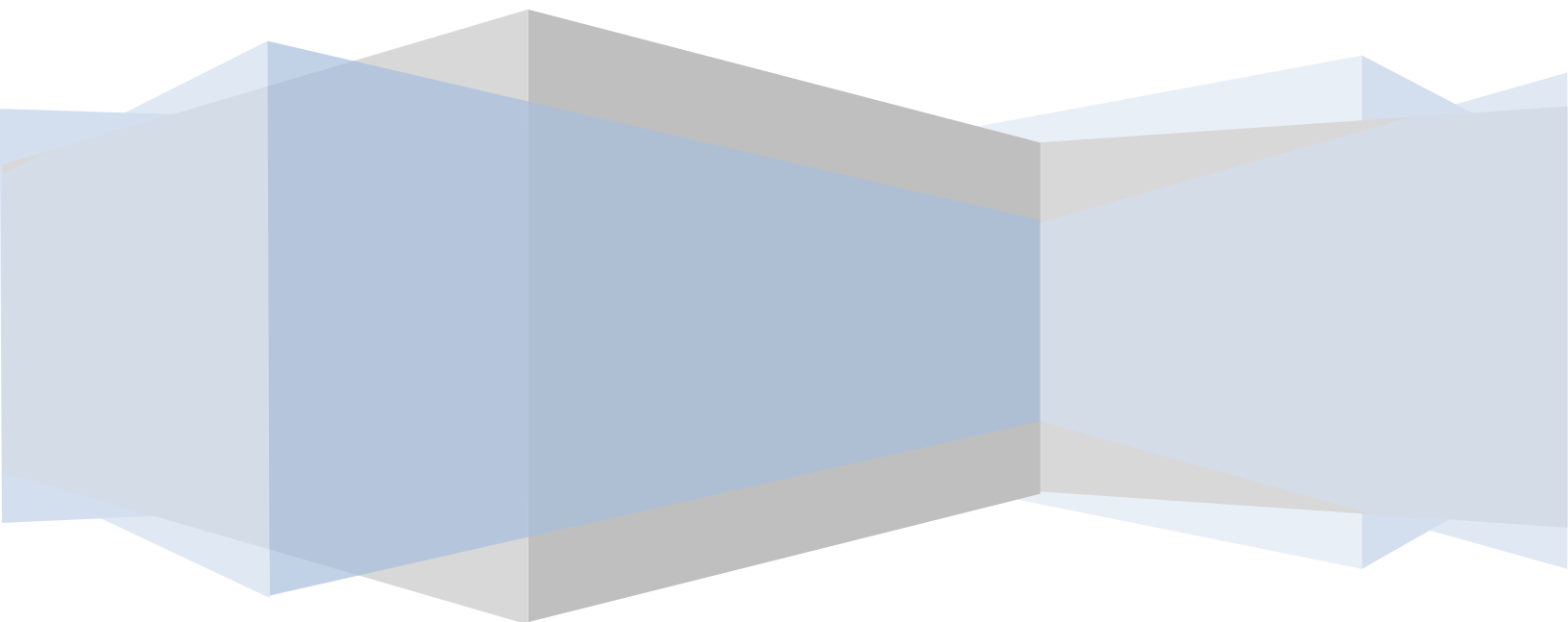


**Comhaltas Ceoltóirí Éireann
Event Management Plan**



Fleadh
Cheoil na hÉireann
INIS2017



INDEX OF CONTENTS

1.0 INTRODUCTION.....	3
1.1 EVENT DETAILS AND PROPOSED ATTENDANCE.....	3
2.0 STATEMENT OF HEALTH, SAFETY AND WELFARE POLICY.....	4
3.0 MANAGEMENT STRUCTURE.....	5
3.1 Management Chart	6
3.2 Fleadh Executive Committee	7
4.0 MANAGEMENT OF HEALTH & SAFETY.....	8
4.1 ROLES AND RESPONSIBILITIES.....	8
4.2 Event Controller/Event Control.....	8
4.3 Deputy Event Controller	9
4.4 FEC Chairperson.....	9
4.5 Deputy FEC Chairpersons.....	10
4.6 Event Safety Officer.....	10
4.7 Deputy Event Safety Officer.....	13
4.8 Chief Steward/Stewarding.....	13
4.9 Stewards.....	14
4.9.1 Recruitment of Stewards/Volunteers.....	15
4.9.2 Training of Stewards/Volunteers.....	15
4.9.3 Management of Stewards/Volunteers.....	16
5.0 SAFETY STRATEGY.....	17
5.1 Risk Assessment.....	17
6.0 VENUES (INDOOR)	18
6.1 Proposed Event Locations/Venues.....	19
6.1.1 Management of Venues.....	21
6.1.2 Venue Assessment.....	21
6.1.3 Fire Safety.....	21
6.1.4 General Safety.....	21
6.1.5 Consents from Venue Owners.....	22
6.1.6 Handover of Venues Back to Property Owners/Occupiers.....	22
6.2 CAMPSITES	23
6.2.1 Caravan and Campsite.....	23
7.0 WELFARE AND WASTE MANAGEMENT	24
7.1 SANITARY PROVISION	24
7.2 WASTE MANAGEMENT	24
8.0 GENERAL EVENTS SCHEDULE.....	25
9.0 CASUAL TRADING	26
10.0 MISCELLANEOUS.....	28
10.1 Crowd Management.....	28
10.1.1 Fleadh Screens.....	29
10.2 Fleadh TV.....	29

10.3 Temporary Structures.....	30
10.4 Adverse Weather	30
10.5 Amplified Music.....	30
10.6 Glass bottles and glasses on streets	31
10.7 Street Furniture.....	31
10.8 Missing Persons.....	31
10.9 Third Party Operations.....	31
11.0 DISABILITY ACCESS/PROVISION.....	32
12.0 TRAFFIC MANAGEMENT PLAN	32
13.0 ENVIRONMENTAL MONITORING PROGRAMME.....	33
13.1 Introduction	33
13.2 Environmental Policy	33
13.3 Protected Structures.....	34
14.0 APPENDICES.....	35
14.1 Medical/Emergency Plan	
14.2 Traffic Management Plan	
14.3 Risk Assessments	
14.4 Fleadh TV Plan	
14.5 Event Plans	
14.5.1 Abbey Street Plan	
14.5.2 Dome 1 Plan	
14.5.3 Dome 2 Plan	
14.5.4 West County Plan	
14.5.5 Marching Bands Parade Plan	
14.5.6 Lees Road (Marching Bands) Event Plan	
14.6 Location Map 1 (overall locations)	
14.7 Bus Routes	
14.8 Clarecastle GAA Campsite	
14.9 Official Fleadh Car Parking	
14.10 Overall Events Schedule	
14.11 Casual Trading	
14.12 Toilet Locations	
14.13 Pedestrian Plan	
14.14 Consent Forms	
14.15 Newspaper Adverts	

1.0 Introduction

1.1 Event Details and Proposed Attendance

The event is to be held under section 230 in accordance with Part XVI of the Planning and Development Act 2000. The organisers are Craobh na Mainistreach CCE, Ennis.

The Fleadh Cheoil na hÉireann was held in Ennis from 14th to 22nd August 2016.

The Fleadh Cheoil na hÉireann in 2017 takes place from the 13th- 21st August 2017 in Ennis, Co. Clare. The earlier part of the week will mainly accommodate learning workshops known as Scoil Éigse with the largest volume of events and interest being over the concluding weekend when the competitions and numerous performances will take place.

The Fleadh will be the largest festival of music, song and dance in Ireland with people gathering from all over the world for the massive cultural celebration. It is expected that there will be approximately 400,000 persons visiting and competing over the duration of the event. It is possible that between 70 – 80,000 people may be present at the event at any given time over the peak periods of the final weekend.

Based on past events the audience profile attending individual venues and events is mixed family groups.

The planning for the Fleadh in Ennis 2017 has been ongoing for a considerable period of time and is entering a key stage as the various key organisations and interested parties merge their opinions and expertise to create an event in keeping with the great cultural heritage amassed over the many years by previous dedicated countless committees, individuals and participants.

A formal debrief on the operation of Fleadh 2016 took place in September 2016 involving the statutory agencies and representatives of the Fleadh Executive Committee. This event management plan reflects feedback and learning from Fleadh 2016.

2.0 Statement of Health, Safety and Welfare Policy

It is the expressed view of the Organisers of the Fleadh in Ennis in 2017 that the event is planned and implemented in the safest possible manner.

We recognise the rights of all persons to be free from harm, injury and ill-health as a result of the events of the Fleadh both directly and indirectly. This includes but is not necessarily restricted to participants, general public, residents of Ennis and all persons employed in the overall planning and implementation of the Fleadh both on a voluntary and paid basis.

We strive to ensure that all persons are afforded appropriate and equal protection and consideration.

It is our stated commitment that all available and reasonable resources will be provided to achieving the safest possible event. These resources will be forthcoming both in terms of required time and finances.

We will be guided by all applicable legislation, codes of practice, best practice and previous positive and negative experiences. In all cases we will strive to meet and where possible exceed these standards. The legislation and publications which will be adhered to and used as reference include the following.

- Planning and Development Act 2000
- S.I. No. 600/2001 — Planning and Development Regulations, 2001
- Planning and Development (Amendment) Regulations 2015 (S.I. No 264 of 2015)
- Safety, Health and Welfare at Work Act 2005
- Safety, Health and Welfare at Work (General Application) Regulations 2007
- Code of Practice for Safety at Outdoor Pop Concerts and other musical events
- HSE Requirements and Guidance for Outdoor Events (2013)

Signed: _____

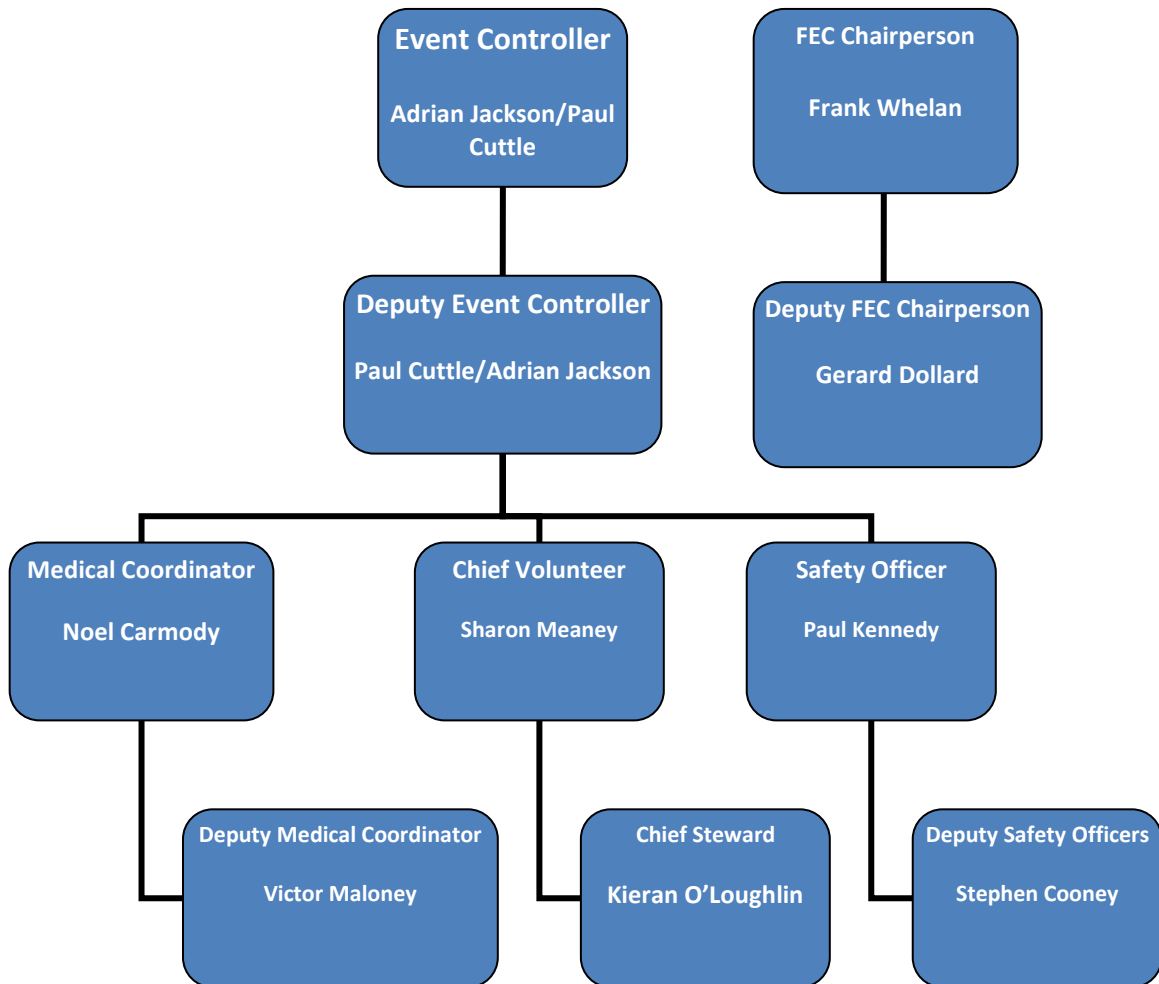
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FEC Chairperson Frank Whelan

3.0 Management Structure

Role	<u>Name</u>	<u>Contact Details</u>
Event Controller	Adrian Jackson/ Paul Cuttle	adrian@safetysolutions.ie (086 2258237) paul@cuttleconsulting.ie (086 0434637)
Deputy Event Controller	Adrian Jackson/ Paul Cuttle	as above
FEC Chairperson	Frank Whelan	ceoltrad@eircom.net 086 8260300
Deputy FEC Chairperson	Gerard Dollard	gdollard@clarecoco.ie 065 6846471
Medical Coordinator	Noel Carmody (Clare Civil Defence)	ncarmody@clarecoco.ie 087 1155486
Deputy Medical Coordinator	Victor Maloney	089 4543571 victormoloney@hotmail.com
Event Safety Officer	Paul Kennedy (Safety Solutions)	paul@safetysolutions.ie 086 7988264
Deputy Event Safety Officer	Stephen Cooney (Safety Solutions)	scooney@safetysolutions.ie 086 1576858
Volunteers Chairperson	Sharon Meaney	sharon@volunteerclare.ie 086 8031106
Chief Steward	Kieran O'Loughlin	lockyennis@gmail.com 086 2349811
Deputy Chief Steward)	TBC	

3.1 Management Chart



3.2 Fleadh Executive Committee

The Fleadh Executive Committee is responsible for carrying out much of the preparation for the event with the various aspects allocated to personnell who in turn have formulated sub committees, examples of the various committees includes the following:

- Camping Committee
- Venues Committee
- Volunteer/Stewarding Committee
- Accommodation Committee
- Traffic Management Committee
- Events Committee

There are numerous additional sub committees each having responsibilities for the organisation of their areas of interest.

All Chairpersons and the various committees will be required to adhere to the requirements of the Statutory agencies through the Event Controller and Safety Officer.

4.0 Management of Health and Safety

Management of Health and Safety will be considered the responsibility of all committees, organisations, bodies and individuals involved with the planning and implementation of the overall event. Additional responsibilities will however apply to areas where committees, organisations, bodies and individuals have particular influence and control.

This in effect means that the key role and responsibility of each committee chairperson will be to the maintenance and control of their activities in compliance with the key health and safety objectives of the Fleadh as stated in the Statement of Health, Safety and Welfare Policy.

4.1 Roles and Responsibilities

These are the various roles and responsibilities related to the Safety Management of the Fleadh

4.2 Event Controller /Event Control

The event controller has overall responsibility for the management of the event. Responsibilities of the event controller are:

- Having overall responsibility for the management of the event during the period of the actual event except in the case of a major emergency when the situation may be formally handed over to the relevant statutory body to assume control.
- Being involved in planning meetings with the relevant authorities.
- Conducting Pre-and Post Event meetings.
- Being present for the duration of the event.

Event control will be located in the Training Room, Lower Ground Floor, Aras Contae An Chlair. This location provides suitable IT and communications support as well as access and egress. Medical Control and Security Control will also be located at the same venue.

Event Controller will be present for the duration of the event. Event control will most likely be mobile for the earlier part of the Fleadh in the days leading up to the final weekend. Event Control Room will be occupied from Thursday 17th 10.00am until Sunday 20th midnight.

Dealing with the Media

There will be significant media interest in the event due the scale and profile of the Fleadh Cheoil na hÉireann. Dealings with the media may be in terms of general interest in the event but may also be related to an adverse occurrence in which case.

The Fleadh PRO Anne Jones will be the point of contact for the Event Controller and organisers. Clare County Council and An Garda Síochána will also have PRO personnel, the Fleadh PRO will ensure that a coordinated response to communications is achieved.

Stewards/Marshalls will be advised to refrain from giving media interviews.

4.3 Deputy Event Controller

The Deputy Event Controller will have the following functions:

- Assume the role of the Event Controller in the absence of the Event Controller both in respect of long and short term absence. This may relate to absence(s) both in the planning/lead up to the event and during the actual event itself.
- Assist the Event Controller in the fulfilment of his duties. This will be carried out by attendance at all relevant meetings to liaisons with the various committees on individual and collective basis as applicable.

4.4 FEC Chairperson

- Ensure the co-ordination of all FEC (Fleadh Executive Committee) chairpersons. This will be achieved by regular scheduled meetings between chairpersons of all committees.
- Ensure that required resources are allocated to the management of the event in relation to Health, Safety and Welfare, Emergency and Environmental considerations. Financial resources will be acquired by various means to include sponsorship and donations. Human resources will be sourced from volunteers, sponsorship and paid employment where required such as in the case of Professional Security.

4.5 Deputy FEC Chairperson

- Assume the role of the Chairperson in the absence of the Chairperson both in respect of long and short term absence. This may relate to absence(s) both in the planning/lead up to the event and during the actual event itself.
- Assist the Chairperson in the fulfilment of his duties. This will be carried out by attendance at all relevant FEC meetings to liaisons with the various committees on individual and collective basis as applicable.

4.6 Event Safety Officer

Co-ordination of Health and Safety for the Fleadh will be assumed by the Health and Safety Committee which is provided for by Safety Solutions Ltd. Safety Solutions role and remit with regard to the event will primarily be the following-

- Ensuring that the requirements of the Statutory Agencies are implemented. This will be at planning stages and during the event. The key persons that the Safety Officer will be in ongoing contact with prior to and during the event will be the:
 - Gardaí
 - Fire Officer
 - Medical Controller
 - HSE
 - Emergency Planning Officer
 - Environmental Health Officer
 - Ambulance Liaison Officer
 - Event Controller & Deputy
 - Safety Officer (Deputy)
 - Chief Steward

Progress to date has been achieved by numerous meetings, dialogue & communications.

- To provide advice and guidance to the various FEC Sub-Committees

The management of Health and Safety is a shared responsibility as previously stated, it is in recognition of this that the Health and Safety Committee are committed to ensuring that the other Fleadh Sub-Committees are suitably informed and guided to enable them to carry out their functions as required.

There are a number of areas that are related to the various committees that we will allocate particular attention.

Stewarding Committee

Stewarding volunteers offer a valuable and vital role in the development and implementation of key aspects of Health and Safety management particularly in a practical sense at all venues and locations of the Fleadh.

Many stewarding volunteers will have relevant experience in similar roles. These skills will be identified and utilised where they exist. Event specific training and instructions will be provided to all stewards and volunteers.

Further clarification regarding the organisation of the Event Stewards will be detailed in the relevant section.

- To develop and collate the required safety documentation pertaining to the overall event.

This will include this document, incorporating specific hazard identification and risk assessment process and the collation of documents such as the Traffic Plan, Medical Plan and Emergency Plan.

- Enforcement of Required Health and Safety Standards.

We reserve the right to amend, alter, prohibit or instigate plans and actions where we feel that the required Health and Safety Standards are not being met. This relates to all committees, individual and agencies/bodies. We however recognise that in the case of Emergency Services in particular that the greater competence and authority will rest with their management teams and individuals.

Control of Contractors

Contractors will be required to assist and implement the plans and requirements of various Fleadh Sub-Committees. A contractor can be described as any individual or company providing a service to the Event committees or organisers on a paid basis. It will be the responsibility of the person hiring a contractor to ensure that they fulfil the following criteria, assistance in this will be provided by Safety Solutions where requested.

- Ability to display an appropriate commitment to Health and Safety Requirements.
- Availability of appropriate insurance cover in terms of Public Liability and Employers Liability.
- Evidence of appropriate Health and Safety documentation relating to their company activities in general and the specific tasks to be carried out, e.g. Safety and Method Statements.
- Previous experience and Safety record.

Ongoing on-site contractor auditing may be carried out by the Event Controller/Safety Officer in the build and break phases of the event.

Control of Other Persons

As previously stated we are committed to ensuring the Safety, Health and Welfare of all persons associated and affected by the Fleadh. This applies but is not restricted to environments such as judging arenas and venues, lost children meeting points and first aid posts.

We will implement and be guided by current best practice and legislation in Safeguarding children whilst also incorporating the Comhaltas Child Protection Policy.

4.7 Deputy Event Safety Officer

The Deputy Safety Officer will have the following functions:

- Assume the role of the Safety Officer in the absence of the Safety Officer both in respect of long and short term absence. This may relate to absence(s) both in the planning/lead up to the event and during the actual event itself.
- Assist the Safety Officer in the fulfilment of his duties. This will be carried out by attendance at all relevant meetings with the various authorities and key personnel.

4.8 Chief Steward/Stewarding

The Chief Steward will be responsible for the co-ordination of all stewards for the Event. Co-ordination with the Emergency services will be a key aspect of the stewarding role. The Chief Steward will:

- Be responsible for selection of stewards.
There has been widespread volunteering of services to the event from individuals and groupings/organisations for this Fleadh.
- Briefing and Training of Stewards
The Safety Officer will be involved in assisting with the development of training of stewards as previously stated. The Chief Steward will be responsible for ensuring that all other key information is relayed to stewards both in the lead up to and during the event. It is likely that the chief steward will attend daily (or more frequently if required) hi-level meetings and will in turn relay the required information to stewards via a rank structure.
- Responsible for the allocation of stewards.
This will be achieved by agreement with the venue, events and safety committee. It is the intention of the organisers that stewards will be allocated to venues/events within the overall Fleadh.
- Responsible for ensuring that Stewards remain consistent with their duties. This relates particularly to steward activities during the course of the Fleadh. This will be achieved by ongoing reviews during each day and monitoring the activities, conduct and location of stewards to ensure that remain consistent with their duties.

4.9 Stewards

Their roles and responsibilities are as follows:

- Not to place themselves or any other persons in danger or harm as a result of their activities. This is a general responsibility but means that all activities carried out by stewards should have Health, Safety and Welfare as a priority.

- To take due account and consideration of all training, briefings and instructions from
 - Chief Steward
 - Safety Officer
 - Gardai
 - Fire Authorities
 - Medical authorities and associated voluntary bodies

- To immediately report all accidents and incidents to the relevant person/authority, dependent on the circumstance this may be the:
 - Chief Steward
 - Safety Officer
 - Gardai
 - Fire Authorities
 - Medical authorities and associated voluntary bodies

- To wear all allocated Personal Protective and Identification equipment/clothing.
- Act in a courteous and efficient manner to all persons and enquiries from competitors and the general public. This will include providing the correct advice and information where requested.

Stewards/Volunteers

Note there are a number of categories of stewards for the event as follows:

“Stewards”

This includes personnel assisting with crowd management, assisting with traffic barriers/pedestrian barriers and assisting with parking and at the concerts. A steward manager is in place.

“Volunteers” will be persons engaged in various activities such as assisting at venues, face of the Fleadh and green Fleadh activities. They will be managed by the volunteer chairperson)

The campsite committee will be responsible for sourcing and organising their stewards to assist in managing this aspect. Further details available in Section 6.2 dealing with the campsite.

Medical volunteers will be detailed in the Medical Plan Appendix 14.1

4.9.1 Recruitment of Stewards/Volunteers

There will be approximately 1,000 volunteers/stewards required for Fleadh Cheoil na hÉireann 2017.

Recruitment of stewards has been ongoing with the large majority of required volunteers and stewards having signed up with the Clare Volunteers Centre.

Recruitment will be achieved by various means such as:

- Direct contact with groupings and individuals
- General Media
- Web Site and Social Media

4.9.2 Training of Stewards/Volunteers

Training for stewards and volunteers will be provided; this training will cover their duties and responsibilities as listed in this document.

Training will take place prior to August 2017 known as “Face of the Fleadh” training

Content of this training will include information relating to the following:

- General PR
- Event Details
- General Safety and Security
- Lost Child Procedure
- First aid details
- Fire Safety
- Waste management

The training will last no more than 2 hours in duration possibly less than this.

4.9.3 Management of Stewards/Volunteers/Venue Managers

Whilst overall responsibility for the management of stewards and volunteers will rest with the Chief Steward there will be a tiered structure whereby there will be team leaders managing various groups of stewards in the various locations.

It should also be noted that there will be Venue Managers allocated to the various venues being utilised for hosting the Fleadh. These Venue Managers will be provided with particular training relevant to management of venues. This training will consist of what has been listed above but will also include the following:

- Fire Safety procedures
- Maximum capacities
- Evacuation Procedures
- Venue Specific Information

5.0 Safety Strategy

The Health and Safety Hierarchy of controls will be used in managing hazards and deciding risk controls in all aspects of the Fleadh both in terms of planning and implementation. The Hierarchy of Controls are as follows-

1. Elimination
2. Substitution
3. Isolation / Engineering Controls
4. Administrative Controls
5. Personal Protective Equipment (PPE)

The principles of prevention (Schedule 3 Safety, Health and Welfare at Work Act 2005) will also be incorporated into Health and Safety management. These are as follows-

1. The avoidance of risks.
2. The evaluation of unavoidable risks.
3. The combating of risks at source.
4. The adaptation of work to the individual
5. The adaptation of the place of work to technical progress
6. The replacement of dangerous articles, substances or systems of work
7. The giving to collective measure of priority over individual protective measures.
8. The development of an adequate prevention policy in relation to safety, health and welfare.
9. The giving of appropriate training and instructions to employees/persons.

5.1 Hazards and Risk Controls

Hazards will be measured based on the probability of an occurrence and the potential consequences as a result of such an event/occurrence.

In many cases we will find that there will need to be control measures put in place for each scenario to reduce the probability and consequences of such an occurrence. These risk controls can be varied with typical examples ranging from training, signage, emergency equipment etc. Each hazard will be assessed individually to ensure that the best possible solutions can be achieved in each case. The ultimate aspiration will be to eliminate or reduce the risk as far as reasonably practicable.

Risk assessments have been compiled and are detailed in Appendix 14.3

6.0 Venues (Outdoor and Indoor)

6.1 Proposed Event Locations/Venues

There will be a number of indoor and outdoor facilities required to accommodate the activities of the Fleadh. The proposed locations designated to accommodate outdoor concert activities and stages is currently the following:

- Abbey Street Car Park. (see appendix 14.5.1)
- Market Square – Fleadh TV (see appendix 14.4)

Fleadh TV are providing an outdoor performance area at the Market and in the Ennis Market building. Refer to Fleadh TV section 10.2 and Appendix 14.4

These areas will be subject to particular consideration in respect of risk assessment, crowd management and supervision. A separate plan has been developed by Fleadh TV for this area.

There will be a number of venues required to facilitate the Fleadh due to the overall scale and scope of the event.

There follows the list of venues and their usage for the event on the next two pages.

The Venue number corresponds to the venue numbering detailed on the associated mapping.

Scoil Eigse comprises a series of learning workshops of various musical instruments and disciplines. Scoil Eigse runs from Monday 14th – Thursday 17th inclusive.

Competitions run from Friday 18th – Sunday 20th inclusive.

VENUE No.		VENUE			Capacity
1		Dome 1 Tim Smyth Park	Competition	Performance	2000
2		Dome 2 CBS Pitch	Competition		1500
3	A	CBS Halla	Competition		200
3	B	CBS Classrooms	Band / Group Assembly Areas		
3	C	Rice Sports Hall	Competition		330
3	D	Rice Classrooms			50
3	E	Rice Canteen		Catering	200
4		Colaiste Muire Classrooms	Competition		50
4	A	Colaiste Muire Sports Hall	Competition	<u>Club Éigse</u>	600
4	B	Colaiste Muire Double Classroom	Competition		100
4	C	Colaiste Muire Double Classroom	Competition		100
4	D	Colaiste Muire Convent Chapel	Competition		180
4	E	Colaiste Muire Danlánn	Competition/ Performance	Recitals	350
4	F	Colaiste Muire Canteen		Catering	260
5		<u>Ennis Community College Classrooms x 16</u>			40
5	A	Ennis Community College Halla	Competition		210
5	B	<u>Ennis Community College GP Area</u>	Competition		150
6		St. Columba's Church	Competition		130
7		Waterpark House	Competition		150
8		Ennis National School (New)	Competition		790

VENUE No.		VENUE			Capacity
9	A	St. Flannans Double Classroom	Competition		85
9	B	St. Flannans Double Classroom	Competition		85
9	C	St. Flannans Triple Classroom	Competition		110
9	D	St. Flannans Triple Classroom	Competition		110
9	E	St. Flannans Assembly Area	Competition		350
10	A	Treacy's West County Ballroom	Competition	Performance	1700
10	B	Treacy's West County Dome	Competition		500
11		Maria Assumpta Parish Hall	Competition		125
12	A	Holy Family School Canteen		Volunteers	240
12	B	Holy Family School Hall	Competition		380
12	C	Holy Family Classroom	Competition		50
13		Clare Museum	Competition	Green Room	90
14		Queens Disco	Competition		800
15	A	Gaelscoil Mhíchíl Cíosóg - Halla	Competition		150
15	B	Gaelscoil Mhíchíl Cíosóg - Classroom	Competition	3 Classrooms	50
16	A	Cois na hAbhna	Competition	Performance	330
16	B	Cois na hAbhna Bar		Performance	130
16	C	Cois na hAbhna Café		Catering	50
17	A	<u>Auburn Lodge Ballroom</u>	Competition	to be confirmed	650
17	B	<u>Auburn Lodge Garden Suite</u>	Competition	to be confirmed	350
18		Lees Road	Competition	Marching Bands	
19		Glór	Competition	Performance	537

These are the agreed capacities in consultation with the Fire officer, where conditions have been placed on the use of the premises, these will be adhered to and advised to applicable Venue Managers and stewards.

6.1.1 Management of Venues

The venues will be managed overall by the Venue Chairperson. He will in turn delegate venue managers to locally manage each venue. Each venue manager will be provided with appropriate training ensuring that they are fully familiar with their venue and various emergency procedures.

6.1.2 Venue Assessment

Each confirmed venue to be used as part of the Fleadh events will be subject to vetting in terms of -

- Fire Safety
- General Safety

This will be carried out in advance of the Fleadh, note that some assessment has already been carried out by the Fire Prevention Officer, venue capacities have been determined as a result of assessment carried out by the Fire Prevention Officer.

6.1.3 Fire Safety

Fire Safety Inspections will be carried out by Clare County Fire Service. The organisers will ensure that requirements and conditions set by Clare County Fire Service are implemented and accommodated.

Venue Manager training will cover all aspects of Fire Safety.

A simple fire safety pack has been developed for each venues including fire safety procedures and duties for Venue Managers and Stewards.

6.1.4 General Safety

Venue safety audits will be carried out by the safety officer. The main focus of the audits will be to ensure that the Safety, Health and Welfare of persons using each premises. Issues such as slip, trip and fall hazards along with welfare facilities and numerous aspects will be addressed.

6.1.5 Consents from Venue Owners

Written consents have been obtained from venue owners or occupiers as applicable regarding the use of their premises for Fleadh activities. These have been obtained as part of the license application process.

6.1.6 Handover of Venues Back To Property Owners/Occupiers

It is the stated intention and commitment of the Fleadh Cheoil event organisers to ensure that all venues used for the Fleadh are returned back to the owners/occupiers in the condition in which they were received and to take responsibility to reinstate any losses, damage or liability caused as a result of Fleadh activities.

6.2 Campsites

6.2.1 Caravan and Campsites.

Accommodating those participating in the Fleadh and visiting Ennis is one of the many areas which the Fleadh Executive Committee (FEC) is required to manage. Approximately 3000 people will have to be accommodated through campervan sites.

Based on the experience of Fleadh 2016 it is clear that the Clarecastle GAA complex has the capacity and infrastructure to meet all the camping and camper van requirements for Fleadh 2017.

Please refer to Appendix 14.8 for details.

7.0 Welfare and Waste Management

7.1 Sanitary Provision

The organisers recognise that there are existing welfare facilities in Ennis to cater for welfare needs, however the increased numbers of persons visiting for the Fleadh will require additional resources.

Appropriate sanitary provision is being provided to relevant areas and venues; additional temporary equipment has been acquired and is being placed at key areas such as the camp-site and areas where there is an increased volume of persons.

Temporary facilities in the town centre will be connected to the mains systems these being preferable to chemical “portaloos” All welfare facilities will be subject to regular maintenance and replacement as applicable.

All welfare facilities will be subject to adequate servicing and maintenance during the event. Please refer to section 11.0 for details regarding disability welfare access.

7.2 Waste Management/Food Waste Management

A number of sites/locations have been identified to accommodate bins and receptacles for temporary collection and storage of waste materials.

A licenced waste management contractor will be engaged to provide and service these facilities. A waste management plan has been prepared in accordance with the conditions of the event licence.

The collection points for waste materials have however been identified and will be placed around the town and environs as per the waste management plan.

Additionally, the organisers have assigned light litter collection tasks using equipment such as litter pickers.

A plan is being generated to deal with food waste generated during the Fleadh both generally and in relation to Casual Trading.

8.0 General Events Schedule

An overall events schedule is attached in Appendix 14.10

9.0 Casual Trading

Casual Trading Areas have been allocated in order to facilitate the additional demand which the Fleadh will place on the town. These will be subject to areas defined in map in Appendix 14.11.

The following controls will apply to casual trading in accordance with legislation and best practice.

- EHO Certs for food traders
- Insurance for all traders
- Fire and Structural Certs in the event of traders using their own units
- Gas certification for any traders using gas (onsite certification)
- Fire and Structural Certs for all externally contracted structures e.g. marquees and cabins
- Method Statements and Insurance for all externally contracted companies installing or erecting infrastructure
- PAT/RECI Certification where electrical equipment is being used

Casual Traders will be managed by a central point of contact. The company/person tasked with this has yet to be confirmed. The following aspects will be addressed by them:

- Adherence to local fire regulations concerning separation distances between units that are using gas and/or open flame
- Ensuring that all gas is certified on-site by a qualified inspector
- Ensuring that anywhere that infrastructure is set up, that there is a minimum of 4m clearance for access and egress of emergency vehicles at all times.
- Dealing directly with the EHO to ensure compliance with all regulations e.g.: separated trader toilets, hot and cold hand wash basins, separation and collection of waste and any other requirements that may be stipulated.
- Being available to meet with relevant persons e.g. Fire Officer to conduct a walk-through and implement any measures deemed necessary prior to trading commencing
- Providing a team that will supervise the situating and setting up all the traders, and supervising the get-out. There will be a member of the team monitoring and managing traders at all times throughout the event.

9.1 Illegal Trading

All legitimate traders are processed through the booking and vetting system. They will have submitted the relevant documentation and certification in order to satisfy the requirements of the various statutory authorities.

Based on previous experience it is likely that there will be some traders at the Fleadh who have not gone through this process.

This activity will be monitored and will be dealt with through the Council Enforcement Officers and a number of Security Officers with enforcement powers. The enforcement team will actively monitor the town for these activities.

9.2 Casual Trading areas and associated traders.

It is proposed to provide Casual Trading at the following locations:

- Abbey Street Car Park
- Harmony Row
- The Dome
- Market Square
- Station Road
- Glór (private site)

A final list of traders has yet to be confirmed.

10.0 Miscellaneous

10.1. Crowd Management

It is integral to the management of Health, Safety and Welfare that crowd management is planned and implemented in accordance with relevant legislation and best practice.

Venue capacities will not be exceeded as previously stated, similarly campsite capacity will not be exceeded. This will be achieved by active management of the stewards and venue managers, each venue manager will be advised the maximum capacity for each venue and will through active monitoring ensure compliance, each venue will also be subject to random inspections by the safety officer during the event.

In relation to streets it is accepted that there will be streets where there will be additional demands including all streets leading up to and from O'Connell Monument.

Measures will be deployed to mitigate the potential for crowd densities in these areas and will include the enforcement of ban on amplified music on streets and the removal of all street furniture. Other measures will include:

- Ongoing monitoring of crowds in open areas in particular will be carried out by the Gardaí, Event Controller, Safety Officer, Security Personnel and Stewards. This will be achieved by on the ground monitoring and use of higher level vantage points and CCTV where it is available
- Use of information and entertainment screens in alternative locations to provide information such as advise to avoid busier areas and to retain crowd interest at less congested locations.

The Event Controller will engage and seek agreement with the relevant Statutory Agencies and key personnel such as the Medical Coordinator, Security Controller & Chief Steward in terms of specific crowd management strategies for the event, consideration will be afforded to the capacities of various open areas as well as the populated pedestrian routes and measures will be provided to protect these routes from over population during the event. Measures may include one way pedestrianised systems during peak periods or access restrictions if warranted.

In the case of Abbey Street Car Park Event Control will also carry out ongoing monitoring. See separate plan.

Existing CCTV systems will be utilised in crowd monitoring where these systems are provided and accessible.

10.1.1 Fleadh Screens

Additional large screens may be provided at various locations in order to provide general information and to assist with crowd management.

10.2. Fleadh TV

Fleadh TV has been a feature of recent Fleadhanna with live broadcasts being aired during the event.

Fleadh TV propose to broadcast from Fleadh 2017 in Ennis.

The activities are as follows:

Event	Location	Comments
Main Stage	Market	Marquee to be erected
Acoustic stage	Ennis Market Building	
Roving Camera	Ennis Market building	Food stalls as part of broadcast

Note Fleadh TV have prepared an event safety plan for their activities and will provide a safety officer on site for the duration of the event. – Paul Rafferty

A professional security company will be providing security at the location and will appoint a Security Manager for this site.

Broadcasting will be 3 nights (Friday – Sunday) nights live on TG4 from 8.30pm-11.30pm (11.40pm on Sunday night)

Note further details in relation to Fleadh TV activities at the Market including risk assessment are detailed in Appendix 14.4

10.3. Temporary Structures

There will be a number of temporary structures erected for the event.
The main temporary structures will be as follows:

Structure	Location	Comments
Main stage (Gig Rig)	Abbey Street Car Park	This will be in use for the full duration of the event
Dome 1	Tim Smythe Park	To be used for competitions and concerts (in use for the full duration of the Fleadh)
Dome 2	Ground of Christian Brothers School	To be used for competitions and concerts (in use for the full duration of the Fleadh)
Dome 3	West County Hotel	
Fleadh TV Marquee	Market Area	Fleadh TV main location. (In use from Wednesday- Sunday inclusive) Set up to commence on Thursday 10 August at 7pm

All temporary structures will be subject to structural certification to be provided by the suppliers. (In the case of the two large Domes/Gig Rig and Stages at Market the organisers will provide for independent structural certification).

Portable firefighting equipment to be provided with up to date certification.

All temporary electrical systems will be subject to certification by registered electrical contractor, In the case of marquees additional certification will also be acquired for:

- Emergency lighting
- Linings and awnings

10.4. Adverse Weather Conditions

This is considered in the attached risk assessments. An anemometer will be mounted on the main Gig Rig Stage as well as the Fleadh TV Stage and Domes.

10.5. Amplified Music

Amplified music on streets and lanes in particular can lead to congestions and crowd management issues as well a general nuisance.

The Ennis Street Performers Bye – Law were adopted by Clare County Council in 2016 which places a ban amplified music on the streets and public areas. This will apply to both amplifiers being used on the streets and amplified music bearing onto the streets and public areas.

10.6. Glass bottles and glasses in public areas.

Broken glass can present a significant hazard at events and can lead to serious injuries to patrons and all persons in affected areas.

All publicans will be required to provide effective management at their premises to ensure that glass does not leave their premises, it would be preferable for all drinks to be served in plastic glasses entirely.

Event Control, Security Staff and Safety Officer will monitor compliance in this area

10.7. Street Furniture

In order to maintain effective crowd management and in the interest of pedestrian safety all privately owned street furniture and objects may need to be removed in advance of the event, this is required in order to accommodate effective crowd flows. This will be enforced during the event by Event Control assisted by Security Officers.

10.8 Lost Children/ Missing Persons

Lost Children Centre has been designated as being the Garda Station. Key personnel such as stewards and medical professionals will be familiarised with the correct procedures in dealing with lost children through their training.

The event organisers will provide children wristbands; this was incorporated in some previous Fleadhanna with considerable success.

Lost children will not be repatriated unless the person temporally supervising them is fully satisfied that they are being handed over to their rightful parent/guardian. Any reluctance on the part of the child to go to the supposed parent will be treated seriously and may mean that repatriation cannot take place. In the event of it not being possible to repatriate a child it may be required to involve the services of the Child and Family agency Tusla.

10.9 Third party operations

Some third-party operators have proposed events or activities at their own premises. The events do not form part of the License Application and do not fall within the remit of the organisers of this event. For the purposes of clarity, the following items are not part of this plan.

- Facilities by the Temple Gate Hotel at the Temple Gate Hotel Plaza. (Operator: Temple Gate Hotel).
- A lighting projection on building opposite Club Bridge (Vaughan's). (Operator: Clare County Council).
- Erection of marquees and promotional signage at Francis Street (Operator Clare FM)
- Potential campsites at Ennis Rugby Club and Avenue United
- Glamping facility within the grounds of St. Flannan's College
- Marquee erected by publicans in Lower Market Street Car park (Paddy Quinn's car park)
- Any Fleadh TV broadcasts from various other locations in County Clare.
- Fireworks display on night of Sunday 20th August (Clare County Council)

11.0 Disability access/provision

Disabled provision will be fully integrated into the Fleadh. This includes ensuring that disabled parking is provided for, the locations have been identified in the traffic management plan and are also marked on the main information map.

Temporary welfare facilities will be provided at various locations throughout the town including those with full accessibility.

The organisers in conjunction with the local authority will endeavour to ensure that Ennis town centre and its environs are "wheelchair friendly" in so far as possible.

All venues will have disabled access available for performers, artists and patrons.

12.0 Traffic Management

Please refer to Appendix 14.2

13.0 Environmental Monitoring

13.1 Introduction

The following Draft Environmental Monitoring Programme has been developed in line with the requirements of the Planning and Development Regulations, 2001, part 16 Licensing of Outdoor events. It details the required monitoring that will be implemented to the Fleadh Cheoil na hÉireann.

13.2 Environmental Policy

We recognise that the Fleadh Executive Committee 2017 has an important role to play in protecting and enhancing the environment for future generations and to help secure the long-term sustainability of the tourism industry

To this end we the FEC are committed to taking the following actions;

- To achieve sound environmental practices across our entire operation
- To comply fully with all relevant legislation
- To prevent waste from arising as part of our Waste Management Strategy
- To prevent & minimize our waste and reduce our water consumption where possible
- To reduce, reuse & recycle the resources required for the Fleadh wherever practical
- To provide all persons volunteers and stewarding at the Fleadh with the awareness, training and resources required to meet our objectives
- To openly communicate our policies and practices to interested parties & the public

2017 Major Targets & Objectives

- **Energy** - To use energy saving devices where appropriate and reduce CO2 emissions
- **Water** - To reduce consumption of mains water by using water saving devices where possible and to promote the use of water saving devices to the suppliers
- **Waste**- To reduce the waste we send to landfill by promotion of a 3 bin system, (organics, recyclables & landfill) in the catering and drinks businesses in Ennis. To promote Waste Prevention to build awareness on 'sustainability' during the event

Promotion of Green Purchasing

- To engage with our suppliers to reduce packaging and prevent Waste
- To use recycled paper products of all paper/cardboard purchased
- To source locally sourced foodstuffs as far as possible for the event

Please also refer to section 7.2 in relation to Waste and Food Waste.

13.3 Protected Structures

There are no plans to alter or add any infrastructure to any protected sites or structures, none of these areas are designated as Fleadh Sites or Venues.

The Old Abbey on Abbey Street whilst accessible to Fleadh patrons will be subject to regular monitoring and supervision by Fleadh Security and Stewards.

14.0 Appendices