EVENT SAFETY AND EMERGENCY MANAGEMENT

EXTENDED NOTES ON A BRIEFING FROM CORNWALL COUNCIL OFFICERS, 23rd JUNE 2022

From Lanreath Parish Council, September 2022

INTRODUCTION

On 23rd June 2022, the Cornwall Association of Local Councils (CALC) hosted an online presentation from two officers of Cornwall Council. The title of the presentation was "Protect Duty Implications, Event Safety and Emergency Management". After the online event the presentation slides were circulated to town and parish councils in the county.

Councillor John Gundry of Lanreath Parish Council viewed the presentation and has created this set of extended notes, which have been approved by the Parish Council for circulation. The slide presentation itself is attached at the end of these two pages of notes.

PROTECT DUTY IMPLICATIONS

This first part of the briefing concerned the forthcoming Protect Duty Bill. It was delivered by Steve Rowell, Preventing Extremism / Terrorism Lead Cornwall & Isles of Scilly & Serious Organised Crime Operational Lead Cornwall Steve.Rowell@cornwall.gov.uk

As indicated by his job title, Mr Rowell's presentation concerned the Bill's requirements for prevention of terrorist events. In his first slide, he says there are three main places to which it will potentially apply:

- Public venues with a capacity > 100
- Large organisations with > 250 staff
- Public spaces.

In terms of who should be responsible for protection, his next slide (abbreviated here) said:

"The Government considers that the owners and operators of public venues and large organisations should be required to:

- Use available information and guidance provided by the Government and the police to consider terrorist threats to the public and staff at locations they own or operate;

- Assess the potential impact of these risks across their functions and estate, and through their systems and processes

- Consider and implement 'reasonably practicable' protective security and organisational preparedness … "

More detail is given in the slide set presented by Mr Rowell. One of his slides specifically referred to a specific organisation for response to terrorism https://www.protectuk.police.uk/

The Protect Duty Bill was announced in the Queen's Speech in May 2022. It is understood that legislation will be implemented in 2023. It is expected that at that time more detailed guidance to event organisers will be available.

EVENT SAFETY AND EMERGENCY MANAGEMENT

The second part of the briefing was delivered by Arthur Roberts, Manager, Cornwall Council Emergency Management. Arthur.Roberts@cornwall.gov.uk This was an overview of topics that event managers should consider (which are amplified in the attached slide set):

- Medical management

- Transport and traffic management

- Fire Safety

In terms of who is responsible for this management, in response to questions it was said that these were the owners of the building / land and the organisers of the event.

DOCUMENTS AND FURTHER MATERIAL

Accompanying the distribution of the briefing slides, CALC sent out a document "*Guidance to Event Organisers*" "which intended to provide assistance to organisers who are planning to hold a public event." This is a detailed 11-page document which is available online here https://www.devon-cornwall.police.uk/media/1230245/guidancetoevent-organisers-sa-v3.pdf

Both presenters referred to a significant document called "*The Purple Guide*" (subtitled *"… to Health, Safety and Welfare at Music and Other Events"*) This is available for an annual subscription of £25 here https://www.thepurpleguide.co.uk/

They also both referred to material from the Health and Safety Executive https://www.hse.gov.uk/event-safety/index.htm and to the Cornwall Safety Advisory Group https://www.cornwall.gov.uk/business-trading-and-licences/organising-an-event/local-safety-advisory-groups/ .In respect of the latter:

> "The purpose of the Local Safety Advisory Group is to provide a one stop shop for organisers to get guidance on running their events safely…. In the first instance event organisers should register their event with Cornwall Council, by completing an Event Notification Form." (Which is available here https://www.cornwall.gov.uk/business-trading-and-licences/organising-an-event/tell-us-about-an-event/)

My own online researches on the topic of Event Management have revealed what I consider to be a comprehensive but easy-to-understand online Guide from the Cabinet Office "*Organising a voluntary event: a 'can do' guide*" which is available here https://www.gov.uk/government/publications/can-do-guide-for-organisers-of-voluntary-events/the-can-do-guide-to-organising-and-running-voluntary-and-community-events According to its introduction, this Guide will:

- "help you to plan and run successful events with a minimum of red tape

- if you are holding a particular type of event, help you to find the specific advice you need".

Information Classification: CONTROLLED

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Event Safety & Emergency Management

Steve Rowell MICJP
(Home Office Registered LACC)

Preventing Extremism & Terrorism Lead Cornwall & Isles of Scilly

Arthur Roberts

Emergency Management Manager - Cornwall Council

RUN HIDE TELL

RUN - to a place of safety. This is a better option than to surrender or negotiate. If there's nowhere to go, then…

HIDE - Remember to turn your phone to silent and turn off vibrate. Barricade yourself in if you can.

TELL - the police by calling 999 when it is safe to do so.

COUNTER TERRORISM POLICING

ACT | ACTION COUNTERS TERRORISM

COMMUNITIES DEFEAT TERRORISM

MAKE NOTHING HAPPEN

Stop terrorists and online extremists by reporting online content anonymously. Visit **gov.uk/ACT**

COUNTER TERRORISM POLICING

ACT | ACTION COUNTERS TERRORISM

Aims of this session

- Protect duty explanation

- Why do you need to plan?

- Ramifications of bad planning or no planning……

- What are your legal responsibilities?

- What do you need to plan for?

- When an emergency is declared

Event safety planning implications

Incoming Protect Duty (Published consultation findings)
https://www.gov.uk/government/news/government-publishes-protect-duty-consultation-findings

- There are three main areas it will potentially apply to:
- **Public venues** (eg. entertainment and sports venues, tourist attractions, shopping centres with a capacity of 100 persons or more)
- **Large organisations** (eg. retail or entertainment chains employing 250 staff or more that operate at publicly accessible locations)
- **Public spaces** (eg. public parks, beaches, thoroughfares, bridges, town/city squares and pedestrianised areas). This includes event organisers using these spaces.

How the proposed Protect Duty affects you

- **The Government considers that the owners and operators of public venues and large organisations should be required to:**
- **Use available information and guidance provided by the Government and the police to consider terrorist threats to the public and staff at locations they own or operate;**
- **Assess the potential impact of these risks across their functions and estate, and through their systems and processes**
- **Consider and implement 'reasonably practicable' protective security and organisational preparedness measures (eg. developing a strategy that ensures you have assessed your site and its use, including suitable mitigation measures to protect staff, as well as staff training, and plans for how to react in the event of an attack)**

How the proposed Protect duty affects you

- Develop a robust plan on how to deal with or act as a result of a terrorist attack.
- For smaller organisations and venues, this would involve simple low-cost (or no-cost) preparedness measures, such as ensuring that:
- Staff are trained and aware of threats, likely attack methods and how to respond
- Staff are trained to identify the signs of hostile reconnaissance and to take appropriate action
- The organisation's response to different attack types is regularly updated and exercised.

How to prepare

- Consider what you and your colleagues can do to make it harder for a would-be terrorist to carry out a successful attack by:
- Being alert to suspicious behaviour and activity in and around your site, such as people loitering or displaying an unusual level of interest in asking questions, filming or photographing
- Assessing the possible vulnerabilities of your site to various attack methods, and taking suitable measures to mitigate the risks
- Being security-minded in your communications, particularly online
- Encouraging and enabling a security culture in the workplace, eg. ensuring that any concerns can easily be reported and will be acted upon
- Considering how you and your staff would respond to an incident occurring inside, outside, or near to your building or site.

How to prepare

ProtectUK

Guidance ∨ Threat & Risk ∨ News & Views ∨ Learning ∨ About ∨   Log in

LEARN TO PREPARE
PREPARE TO PROTECT

This platform is undergoing continuous development to support organisations to evaluate and manage risk posed by terrorism.

We appreciate and welcome your feedback:

Feedback Form →

Get Started →

- Introduction
- Law and liability
- Attack methodology: Improvised Explosive Devices (IEDs)
- Attack methodology: Vehicle bombs
- Unattended and suspicious items
- Bomb threats
- Good housekeeping
- Chemical, Biological and Radiological (CBR) attacks
- Marauding Terrorist Attack (MTA): RUN HIDE TELL
- Countering threats from Unmanned Aerial Systems (C-UAS)
- Vehicle as a weapon
- Physical security
- Evacuation, invacuation, lockdown, protected spaces
- CCTV

- Search planning
- Access control
- Mail handling
- Hostile Vehicle Mitigation (HVM)
- Digital built assets and environments
- Personnel and people security
- Personnel security training and good practice
- Hostile reconnaissance
- Document awareness
- Guidance for commercial vehicles and hire companies
- Personal security
- Overseas travel advice
- Cyber security
- Managing risk and business continuity
- Threat level and building response plans
- Communication

Events Planning -Who does this affect?

The Promoter/Organiser

The Land/Premises Owner

The Public (those attending and wider community)

The Performers/Acts/Stall Holders

The Sub contractors & Volunteers

Local Authority, Town and Parish Councils

The Emergency Services

Planning management and risk assessment

Details of the event and activities taking place

Event Safety Plan which details the hierarchical structure of who is responsible for safety and what is the individual's actual role

Event Risk Assessments & Additional documents

Site Safety Plan	Monitoring of Health & Safety Critical areas:
Crowd Management Plan	Location
Traffic and Transport Management Plan	Activities taking place
	Audience profile
Emergency Plan	Numbers expected
Protect Requirements	Timing of event
	Access/egress Infrastructure

Other due diligence considerations

Venue & Site Design Is the site suitable?
How many people can it hold safely?
How to minimise risk on site?
Emergency access/egress routes?
Liaison with land owners, local authority etc
Is there data from other events on the same site?
Ground conditions, topography, hazards (pylons), car parking, camping availability, public transport, Site Lighting, Site Plans – accurately produced – For customers and for planning/licensing
Use of Event Management & Security companies

Further information sources

https://www.protectuk.police.uk/ (Protect Hub)
ACT CAMPAIGN
The Event Safety Guide (Purple Book) (HSE)
H&S Executive -Management of events
Cornwall Safety Advisory Group (SAG)
SAG - Event Notification Forms
Courses at the Emergency Planning College
Centre for the Protection of National Infrastructure
National Counter Terrorism Security Office

Information Classification: CONTROLLED

Arthur Roberts

Emergency Management Planning

Contingency & Emergency Planning

- What happens in an emergency on site?
- Emergency Plan Procedures
- Management Hierarchy Briefings
- Testing of the systems?
- Trained and competent staff Working in Partnership with emergency services
- Communication systems
- Show stop procedures
- Command and Control escalation!

Contingency & Emergency Planning

- What Medical systems/services may be required on site? Risk Assessment
- Medical staffing Plans
- Medical plan to include build and derig
- Local Liaison with NHS
- Use of private contractors
- Where will they be located?
- Helicopter landing site?

Contingency & Emergency Planning

- Transport Management High Risk Activity
- What vehicles are needed – when and where? Suitably qualified operatives
- Traffic Management plan – on site and public highways
- Contingency planning
- Separation of pedestrians and vehicles
- Public Transport Plant on site – MEWPS, Forks etc

Contingency & Emergency Planning

- **Fire Safety -** Meet Fire Legislation
- Fire Risk Assessment
- Fire Evacuation Plan
- What are the potential areas of high risk
- Escape Routes How is the alarm raised?
- Fire Safety Equipment provision LPG/Fuels etc – what's the policy? CFRS will help with advice