**Safety Advisory Group Meeting**

**12.00 noon Monday 28 November 2022**

**Via Webex**

**Present:** Noel Barton (PSNI), Mickey Curran (NIFRS), Tracy Bratton (DFI – Roads), Andrew Knox (DFI), Joanne Bownes (PSNI), Peter Scott (RNLI),

**In Attendance:** Chair-Ian Davidson - (Head of Wellbeing & Cultural Services),

Conor McCrory (Events Manager), Terena Conlan (Events Officer), Gerry Tierney (PEHO), Charlotte Daly (Emergency Planning), Clement Kennedy (FODC H& Advisor), Mairead McDonald (Licensing Dept), Martina McCabe (FODC H&S), Aisling Shortt (EH), Megan Glennie (FODC)

**Apologies:** Karen Stinston (PSNI Events), Ann Busch (PSNI), Colm McElholm (DfI roads)

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| **No** | **Item** | **Action By:** |
| **1** | **Introduction & Apologies:**  The Chair welcomed all to the meeting. Apologies noted as above. |  |
| **2** | **Conflict of Interest:** | IAD clarified that FODC had no conflicts of interest and therefore he would chair the meeting. |
| **3** | **Review of Actions from Friday 4 March 2022** | * **NO REVIEW AT THIS MEETING** |
| **4** | **Overview of Events**  **Note:** In regard to GDPR Regulations consent was given by all Event Organisers for any necessary distribution of their presentation to  relevant members of the SAG. Presentations on the following Events took place.  **Experience Enniskillen Christmas event-Thursday 1 December 2022.**  **Noelle McAloon (BID) & Phil McGrenaghan (Cancer Connect)**  **- Not a Christmas Lights Switch on event**  **- Thursday 1 Dec between 4pm – 7pm in**  **Enniskillen.**  **- 2,000+ expected across the 3 hours**  **- 11/1 Parade requested from Parades**  **Commission.**  **- First Aid and Ambulance in attendance.**  **- Stewards from Erne Gales and Cancer**  **Connect N.I.**  **- PA system – singers will make**  **announcements about activities to encourage crowd dispersal across the town centre**  **- Steward Briefing prior to evet to take place**  **at 3.30pm.**  **- Cancer Connect Train, post man pat van, festival characters, face painters, singers, balloon modellers, Santa, Ice Cream van, Reindeer’s in Middleton st.**  **- Stewards on each side of Train as it enters**  **lower end of town centre.**  **- Photo opportunities with Santa and Train in**  **town centre.**  **- Request for PSNI Car to lead train**  **- No barriers at the Diamond**  **- Confirmed that the Train is road worthy**  **- Confirmed Enniskillen Traders aware of the**  **times of the event via email.**  **Christmas Lights Switch on -Copper TAP, Omagh 1st ,2nd & 4th December 2022**  **Mark O’ Connor**  **-** **The Big Light Switch On-The Copper Tap,**  **Thursday 1st Dec, Friday 2nd Dec, Sunday 4th**  **Dec.**  **- Free Tickets (760) to the event**  **- Event area in Car Park 412 m2, capacity of**  **800 patrons.**  **- Event take place each night 5pm-8pm**  **- Event Management Plan, Risk Assessment**  **Provided (Permission to Circulate to SAG)**  **- Outdoor Maps provided showing layout of**  **stage, emergency exits, entrance, barrier,**  **outdoor Toilets, Zones, Huts/Traders.**  **- Spectrum Security will be onsite, some with**  **SIA license.**  **- Additional Lighting to be put in place for**  **events.**  **- Christmas Tree to also be placed outside**  **- Event Organiser highlighted that some streetlights beside the site did not come to much later during events in Summer and could they be checked?**  **-Event Organiser highlighted that public stand on the bridge path to view the event, which may cause path capacity problems beside a busy road. A requested for assistance from FODC to steward/Marshall this area. Advised that FODC do not engage in 3rd Party events as it is a public Safety Matter for PSNI.** | Event organisers agreed that any Event Management Plans, H&S doc, presentations etc may be circulated to members following the meeting for review.   * PSNI confirmed 11/1 received. The 11/1 permits/requires a continually loop of the town by the “parade” * SAG advised event organisers that Enniskillen town centre will be open for business during the event times, and there should be enough space for Train to park in main town centre road (loading bays?) for emergency services purposes and any photo opportunities planned. * SAG advised stewards wearing high vis bibs walk alongside Train and carriages from lower end of town, through town centre to the Hollow, and then return to the Diamond for crowd control purposes. SAG advised that when in the town centre the train should be accompanied by stewards. * SAG advised that due to uncertainty of crowds and the need to avoid large gatherings and the inherent risks the timing of turning on the lights would be reviewed. * SAG advised that the experienced Stewards remained around the Diamond where greater crowds may gather. * SAG informed event organiser that First Aid and ambulance crew parked at back of Townhall to ensure quick access to Queen Elizabeth Road. * SAG advised that crowd numbers are monitored through out the 3 hours of the event. * SAG advised event organiser to contact Stuart Johnston to seek permission for event, and to check if any Traders will be in attendance at the Diamond. * All documents will be circulated to SAG members for review and contact details. (Agreed by Mark) * DfI rep said they will contact the Street Lighting section and inform them. * SAG advised that event organiser should ensure that access from the Event site is has overlapping barriers and staffed with vigilant monitoring throughout the event, due to the amount of Children in attendance beside a public road. * SAG Advised that possible signage should be erected to warn Motorists of Pedestrians Crossing Road due to the Family event. * PSNI said that it will contact event organiser to discuss fully in advance of event. * SAG noted that Event Organiser has highlighted the risk to public safety and agreed to monitor and manage access and egress from the event to the public path. Should the management become problematic, its agreed event organiser contacts the PSNI for assistance. |
| **6** | **Any Other Business**  **Notification of Events**  SAG Members to make the Events Team aware of any upcoming events. |  |
| **7** | **Next Meeting**  **Date:** 10 Feb 2023 **Time: TBC**  **Venue: Online Invite via Webex.** |  |