



Derry City & Strabane
District Council

Comhairle
Chathair Dhoire &
Cheantar an tSratha Báin

Derry Cittie & Stràbane
Destrict Cooilcil

Health & Community Wellbeing



Barry Doherty, Environmental Health
Department – Health and Safety

Health and Safety at Outdoor Events

Setting out the legal responsibilities

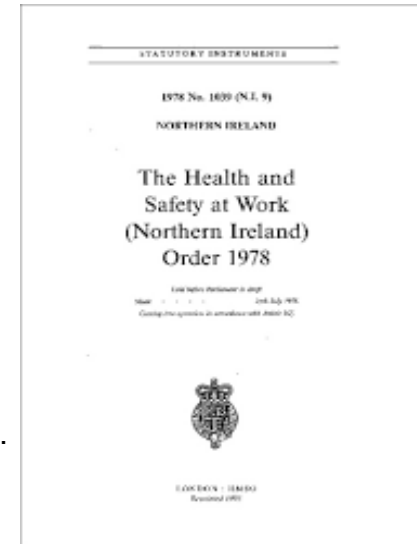
Health and Safety at Work (NI) Order 1978 – main duties

Article 4 – General duties of employer to their employees –

- to ensure health safety and welfare at work of all their employees.
- to provide safe plant and systems of work.
- to provide such information, instruction, training and supervision.
- the maintenance of a safe place of work and safe access and egress.
- The provision and maintenance of a safe working environment and adequate welfare facilities

Article 5 – General duties of employers to persons other than their employees –

- Employers to ensure customers, visitors, members of the public etc are not exposed to health and safety risks from their undertakings



Health and Safety at Outdoor Events

The Management of Health and Safety at Work Regs (NI) 2000 Regulation 3 – Risk Assessments

Employers to make a suitable and sufficient assessment of the risks to health and safety of his employees and to others in connection with his work/undertaking to identify the control measures the he needs to take to ensure compliance with relevant health and safety legislation.



Other Legal Provisions

- The Control of Noise at Work Regs (NI) 2006.
- Electricity at Work Regs (NI) 1991.
- Gas Safety (Installation and Use) Regs (NI) 2004
- The Food Safety (NI) Order 1991
- The Food Hygiene Regs (NI) 2006
- The Food Hygiene Rating Act (NI) 2016

To confirm the validity of the gas operative phase contact the gas registration body.

GAS SAFETY RECORD

This form allows the recording of the results of the required checks as defined by the Gas Safety (Installation and Use) Regulations. The information recorded on this form does not confirm that the installation was installed by a registered installer or that the installation complies with any relevant building regulations. Chimneys/flues were inspected visually and checked for satisfactory installation of products of combustion. A detailed internal inspection of the chimney/flue integrity, construction and lining has not been carried out.

Registered Business Details		REG NO _____	Job Address		Client Details (if different)	
Gas operative _____	(Print name)		Name (Mr/Ms/Miss/Ms) _____	Name (Mr/Ms/Miss/Ms) _____		
Operative licence No. _____	Address _____		Address _____		Address _____	
Company _____	Postcode _____		Postcode _____		Tel No. _____	
Address _____	Tel No. _____		Tel No. _____		No. of appliances tested _____	
Postcode _____	Tel No. _____		Tel No. _____		No. of appliances tested _____	

APPLIANCE DETAILS						
Location	Appliance type	Make	Model	Landlord's approval	Appliance inspected	Flue type
1				Yes/No	Yes/No	CH/RT/LS
2				Yes/No	Yes/No	
3				Yes/No	Yes/No	
4				Yes/No	Yes/No	

INSPECTION DETAILS						
Operating pressure in meter or heat input in kW	Initial combustion analyser reading (if applicable)	Final combustion analyser reading (if applicable)	Safety device(s) correct operation	Verification procedure satisfactory	Visual condition of chimney/termination satisfactory	Flue performance checks
1			Yes/No	Yes/No	Yes/No	Yes/No
2			Yes/No	Yes/No	Yes/No	Yes/No
3			Yes/No	Yes/No	Yes/No	Yes/No
4			Yes/No	Yes/No	Yes/No	Yes/No

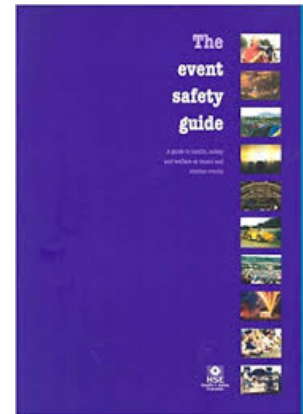
DEFECTS IDENTIFIED	Details of work carried out (e.g. Gas safety checks, tests etc)
1	Gas installation pipework satisfactory visual inspection Yes/No
2	Emergency Control Valve (ECV) accessible Yes/No
3	Satisfactory gas tightness test Yes/No
4	Protective equipotential bonding satisfactory Yes/No

EMERGENCY ACTION TAKEN	Safety Record issued by
1	Print Name _____
2	Issued by _____
3	Date applied(s)/checked(s) _____
4	_____

Key: 1st Copy – Gas User/Responsible Person. 2nd Copy – Client. 3rd Copy – Gas Operative. * Refer to separate Warning/Advice Notice. To re-order quote Ref CP1

Planning for a Safe Event

- Proper Planning Prevents Poor Performance (5 P's)
- Decide on who is going to help you deliver the event
- Ensure staff you use are Competent
- Clearly define their Roles and Responsibilities
- Assess your Venue Suitability
- Produce your Health and Safety Policy
- Appoint Competent Contractors – seek evidence/certificates
- Produce an Event Management Plan
- <http://www.derrystrabane.com/Subsites/Environmental-Health/Safety-Advisory-Group>
- Refer to Safety Guidance Documents
 - The Purple Guide to Health, Safety and Welfare at Music and Other Events
 - The Guide to Safety at Sports Grounds (Green Guide)
 - Temporary Demountable Structures 4th Ed - Institution of Structural Engineers.
 - Health and Safety Executive Website on Events - <http://www.hse.gov.uk/event-safety/>
 - DCSDC Safety Advisory Group Website



Event Safety Plan

- Covers all aspects of Health and Safety
- Event Organisers and roles and responsibilities
- Audience Profile and anticipated numbers
- Capacity calculations for the site
- Detailed site plans
- Details of site infrastructures
- Ingress/Egress arrangements
- Management of crowd numbers
- Temporary Demountable Structures (TDS)
- Full risk assessments for event
- Security/Stewarding arrangements
- Communication arrangements
- Electrical and Gas Safety
- Welfare and 1st Aid Facilities
- Concessions
- Waste Management
- Traffic Management
- Child Welfare/Vulnerable Persons
- Contingency Plans



Temporary Demountable Structures (TDS)

- **Stages and Stage Riggings**
- **Lighting and PA Towers**
- **Temporary Seating**
- **Marquees and Tents**
- **Barriers/Fencing**
- **Soft Play Inflatables**

- **Require competent person to design and to sign off upon handover.**
- **Weather Management Plans.**
- **Define clear roles of responsibility**
- **Use suitable checklist**

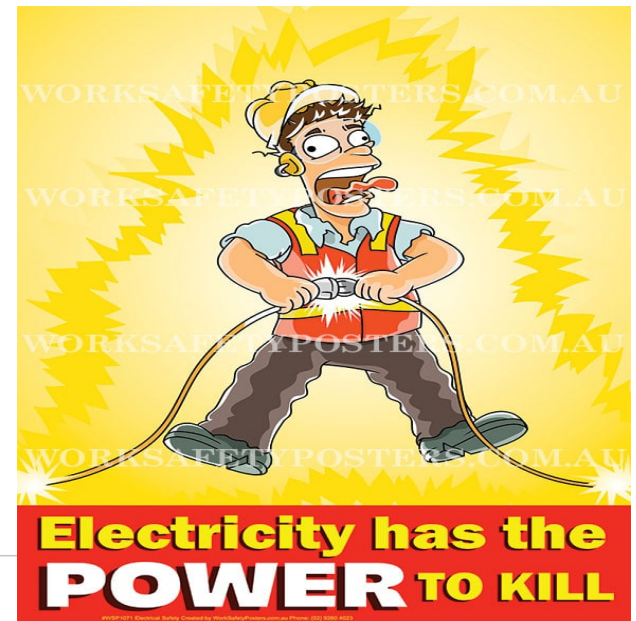
Temporary Demountable Structures 4th Edition - Institution of Structural Engineers

Safe Use and Operation of Temporary Demountable Fabric Structures - Made Up Textiles Association (MUTA)



Electrical and Gas Safety

- Gas systems must be maintained as per manufacturers instructions, this includes the ventilation system
- Maintenance must be carried out by a competent person (e.g. Gas Safe Registered Engineer)
- Seek up-to-date Gas Safe Certificate for hired in catering units.
- Gas cylinders must be stored in open air and secured.
- Electrical systems should be installed by a competent person (NICEIC, RECI etc) and a suitable sign off certificate obtained.
- Diesel or LPG fuelled generators.
- 95% of faults can be picked up visually
- Portable Appliance Testing (PAT) certificates for plug in appliances and extension leads etc.
- Portable Fire Fighting Equipment available in prominent position, maintained and trained person to use same.
- [PE3 Form - Fire Risk Assessment-Outdoor Catering.doc](#)





Welfare and Toilet Facilities

Drinking Water

HSE recommendation of free drinking water of 1 outlet per 3000 people and 1 outlet per 10 caterers.

Toilet Facilities

HSE and Purple Guide provide recommendations for minimum toilet numbers:

Events with a gate opening of 6 hours or more:

- 1 Toilet per 75 females
- 1 Toilet per 400 males with 1 urinal/100

Events with a gate opening of less than 6 hours:

- 1 Toilet per 100 females
- 1 Toilet per 425 males and 1 Urinal/125

Remember these are minimum requirements



Fireworks and Special Effects

- Firework displays require a licence from the Dept of Justice – 6 weeks
- Display must be planned and managed by a competent person.
- Firework display require a large site to allow for safe separation and fallout.
- Stage pyrotechnics require careful selection and adequate separation distance from performers and audience.
- Site specific RA and safety plan required for fireworks and special effects due to increased risk to public safety and fire.
- Tommorowland Unite Festival Spain - 22,000 fans evacuated when stage caught fire due to special effects



Useful Links

<http://www.hse.gov.uk/event-safety>

<http://www.thepurpleguide.co.uk>

www.safetyatsportsgrounds.org.uk

www.gassaferegister.co.uk

www.istructe.org

www.derrystrabane.com

<http://www.derrystrabane.com/Subsites/Environmental-Health/Safety-Advisory-C>

<https://www.muta.org.uk>

Remember the 5 P's

Proper Planning Prevents Poor Performance

Avoid complacency





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This information is available upon request in a number of formats including large print, Braille, PDF, audio formats (CD, MP3, DAISY) and minority languages.

telephone: 028 71 253 253

text phone: 028 7137 6646 or

e-mail: equality@derrycityandstrabanedistrict.com