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Sent: 20 April 2021 08:40
To: [REDACTED]
Subject: Adventure Overland

Good morning both,

Please accept my apologies for this morning's SAG meeting. I appreciate it's short notice, but I now need to attend another meeting at the same time.

I've read through the event paperwork and have a few comments. If you could pass these on, that would be greatly appreciated

- I'd suggest where the emergency evacuation on foot is to use the same gate as incoming emergency services, this may need to be controlled to reduce the chance of conflict between pedestrians and vehicles. I'd also suggest mention of any mitigation for this conflict reduction during evacuation be included on the H&S risk assessment item for "pedestrian/vehicle conflict"
- 18.3 evacuation says Gate 1 is the primary entry/exit/emergency exit, and Gate 2 is the secondary/emergency exit, but Section 3.5 says Gate 6 is the emergency exit
- In the H&S risk assessment section, it references people not leaving their vehicles except to go to the toilet or in emergencies. This may be a leftover from a previous iteration of the event, but doesn't seem to fit with the rest of the event
- The lost child section in the risk assessment says SIA staff, Warwickshire Police might be better to correct, but I understood this should be DBS/Enhanced DBS, not just SIA
- Some site plans (B1,2,4 & 5) list 2020 dates. Are these layouts still accurate for the proposed 2021 event?

As always, I'm happy to speak to the organiser separately to clarify anything if required.

Kind regards,

[REDACTED]
CSW Emergency Planning Officer

Mobile: [REDACTED]



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