

# **LUMIERE**

**A festival of light for Durham**

**12 – 15 November 2009**

**Event Manual**

## **Introduction**

This event is a development of the highly successful Durham Enlightenment event and will feature a number of light installations by national and international artists which are detailed separately.

The festival will comprise a series of lightworks in the public, private and semi-private spaces of the city. The event will be made up of a series of works, each created by individual artists or arts organisations. It is likely that the programme will include at least one large-scale commission over the course of the three nights, as well as several smaller scale works – some drawn from artists' existing pieces, some commissioned – as well as a programme of community/education and outreach work. All the featured work will focus on light in all its forms. This could mean an examination of the properties of light as well as its many manifestations. Works will include light installations, illuminations of existing buildings and windows, performances, projections and a programme of talks, discussions and demonstrations.

For four days, Durham will be transformed into a magical nocturnal landscape to be explored by residents and tourists alike. Visitors will follow a trail on foot or by bike, finding previously unnoticed buildings and architectural features beautifully lit from the outside or illuminated from within. Quiet corners and dark vennels will temporarily become artworks in their own right, and live performances created by artists in the medium of light will take place each evening.

The aim of this plan is to ensure, so far as is reasonably practicable, the safety of the spectators, participants and staff involved in the staging of this event.

To achieve this aim the objectives of the plan are to:

- Detail the operational procedures in place for the event
- Identify roles and responsibilities of organisations involved
- Identify lines of communication and control
- Identify sources from where resources may be obtained
- Identify those areas for which contingency arrangements need to be addressed
- Advise those organisations who may be required to implement external procedures or responses

## **1. EVENT COMPOSITION**

### **1.1 Event Outline**

The event features a number of light installations which are located in and around Durham City (see map at appendix 1). The detailed description of artists and their projects are attached at appendix 2.

## 1.2 Dates/Times

The event will take place from 12 – 15 November 2009. The times of operation are:

City installations      1800hrs – 2300hrs

Botanic Gardens      1800hrs – 2100hrs

Cathedral              1830hrs – 2230hrs

(Last Gospels show 2200hrs, last entry to Cathedral 2215hrs)

Please note that this will not be akin to a 'Christmas Lights switch on' but rather each installation will be switched on separately at approximately 1800hrs.

The overall production schedule for each installation is attached at appendix 3.

## 1.3 Venue

Each venue is noted on appendix 1 and assessed in appendix 2 with individual risk assessments and particular issues with each site as part of that procedure.

## 1.4 Audience Numbers

With an event of this nature it is difficult to estimate the numbers who are attending the event. Last year for the similar Durham Enlightenment event it was estimated that c. 10,000 per night (spread out throughout the course of the evening) attended the event. Given that this is for a longer period and there is an increased marketing push this could be increased to up to 20,000 per night.

## 1.5 Audience Profile

The audience profile based on last year's event and experience of other similar events this is likely to be an audience in family groups or adults. It is not anticipated that children will attend the event alone.

## 1.6 Licensing

The event will be covered by the City Centre Licence.

## 1.7 Insurance

This event will be covered by Artichoke's Employer's Liability Insurance and Public Liability Insurance of £10m (attached at appendix 4). All sub-contractors will also be required to have Employers and Public Liability Insurance as appropriate and their details will be kept in a file which will be available for inspection.

# 2. MANAGEMENT STRUCTURE – ROLES & RESPONSIBILITIES

This event is a partnership between Durham County Council and Artichoke. The event will be managed by Artichoke in conjunction with DGB Events.

Artichoke ([www.artichoke.uk.com](http://www.artichoke.uk.com)) is a creative company and a registered charity with a significant track record of producing extraordinary live events in unusual places: in streets, public spaces or in the countryside. It has produced a number of large-scale events in the public realm, including the hugely successful *Sultan's Elephant* which attracted a million people to central London in 2006, an installation called *The Telectroscope*, which delighted people on two continents in

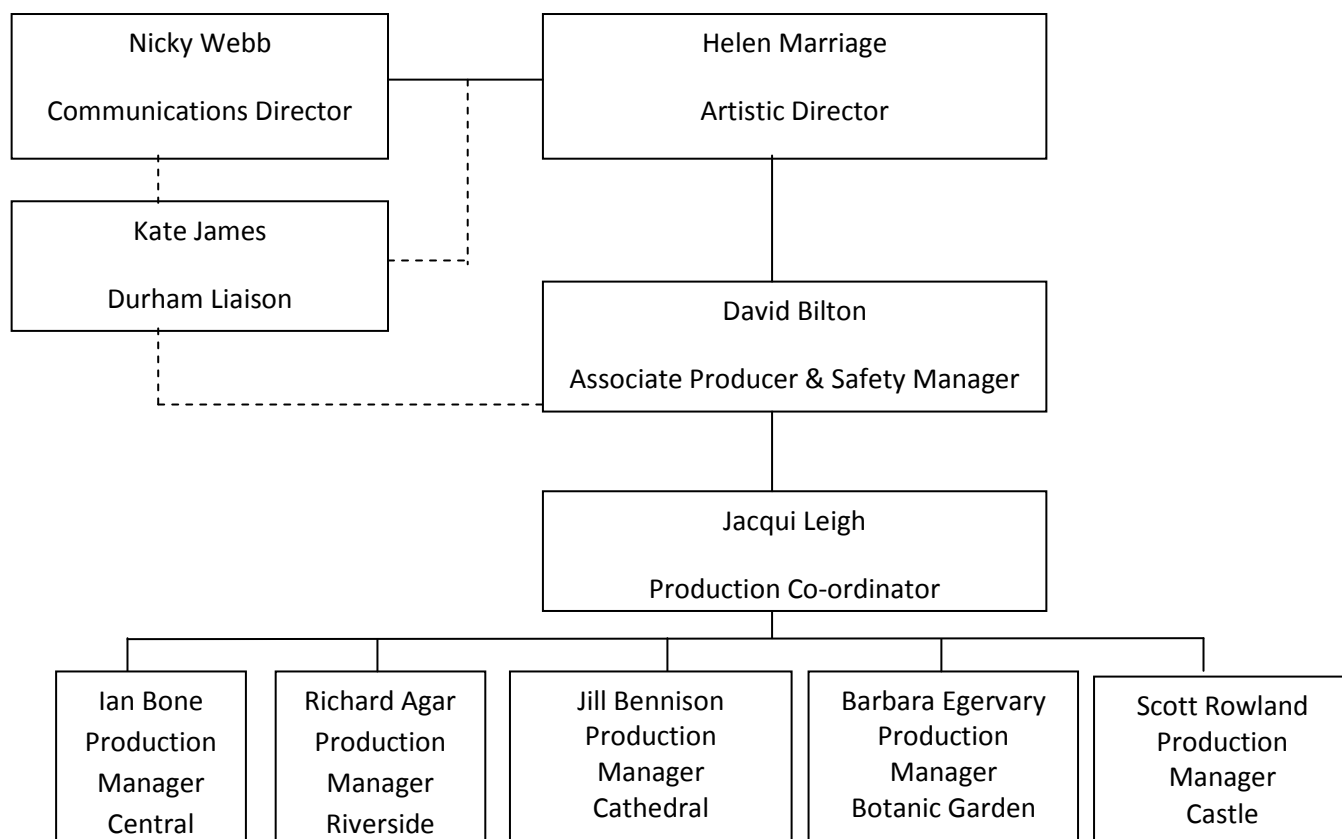
2008, and most recently *La Machine*, the centerpiece of the Liverpool Capital of Culture in September 2008.

Artichoke’s work is ambitious, creatively unparalleled and intellectually challenging. The Company’s work challenges the status quo in the arts and advocates for work outside the theatre auditorium or gallery space. Their work breaks down the barriers typically associated with such venues and brings art to the city’s streets and to the countryside. This kind of art reaches the largest audiences imaginable, and makes arts enjoyable and accessible for all kinds of people.

The company was founded by Nicky Webb and Helen Marriage in 2002, after a 15-year history of working together, and now comprises a small team of eight people based in London. In 2008 Artichoke was awarded RFO status by the Arts Council, which gives it core funding and a contribution to developing its projects each year, and has recently announced a major sponsorship deal with Sky Arts which will help the company deliver ambitious events around the UK for the next two years.

DGB Events ([www.dgbevents.com](http://www.dgbevents.com)) is a company managed by David Bilton (CV attached at appendix 5). David has a wealth of experience in producing and managing events and oversaw the safety arrangements for the Durham Enlightenment event. He has successfully produced large scale events throughout the North East and indeed throughout the UK. He will be the Safety Manager throughout the event.

The event will be managed from an Event Control position located in first floor of the Town Hall at Durham. The key production roles are as follows:



Each Production Manager will be located out on site and will be authorised to take action in their zone whilst at the same time ensuring that Event Control is aware of any issues.

In addition there will be first aiders and stewards which are detailed separately.

### **3. Facilities**

Please note that separate arrangements will apply at The Botanic Garden as this is a self contained venues within the overall event.

#### **3.1 Welfare Facilities**

Toilets will be available at:

- The Park & Ride sites
- Palace Green
- Durham Cathedral

Because of the nature of the event it is anticipated that people will walk round the City for approximately 1-2 hours and there is not an appropriate location for additional toilet facilities. In addition to the public toilets part of the purpose of the event is to ensure that people use pubs and restaurants for refreshments and therefore toilet facilities.

#### **3.2 Catering Concessions**

Market Place (see Speirs & Major file for location). Paella pans and barbecue sausages will be served.

In addition there will be two coffee carts. These are three wheeler small vehicles; one will be located at Palace Green (subject to permission) and one at the top of Elvet Bridge

#### **3.3 Alcohol**

Mulled wine will be served in the market place. John Adamson of Ramside Hall Catering will be the designated DPS.

#### **3.4 Media management**

Nicky Webb will be the key contact for any media issues.

#### **3.5 VIP Hospitality**

There will be a VIP events on 12, 13 and 14<sup>th</sup> November. These will be in buildings and no special arrangements will be in place for VIPs to view the installations.

#### **3.7 Arrangements for wheelchairs**

The physical situation of Durham means that it is not very accessible for wheelchairs. After discussions with shopmobility they will remain open until 9pm on 12 November to provide shopmobility scooters.

#### **3.8 Publicity**

There will be an extensive marketing campaign in print and online which will provide details of all installations, locations and any particular safety issues.

#### **3.9 Sign posting**

A signage system will be created to direct the audience to the park & ride sites. In addition there will be road closure signs/footpath closure signs installed as appropriate.

### 3.10 Refuse Collection

Any street litter will be collected as part of the normal city centre collections. Any refuse from the installations will be collected and disposed of responsibly.

### 3.11 Lost/Found Children

As it is anticipated that children will be in family groups and it is expected that these groups will walk round installations together this will be a disparate event over the whole city akin to the normal operation of the City Centre. As such it is not proposed to create a Lost/Found Children post.

If any stewards or officials are made aware of a Lost Child they will adopt the following procedure:

- Report the Lost child with a description to Event Control by nearest radio operator
- Request that the person reporting the Lost Child remains with them
- If the child has not been found within 5 minutes the police will be alerted by Event Control

If a Child reports themselves to the stewards as lost:

- The steward will hold the child at a visible location.
- Report the Lost child to Event Control
- A CRB checked person will be despatched to the location of the child as fast as possible
- If the child remains unclaimed for 10 minutes the police will be informed.

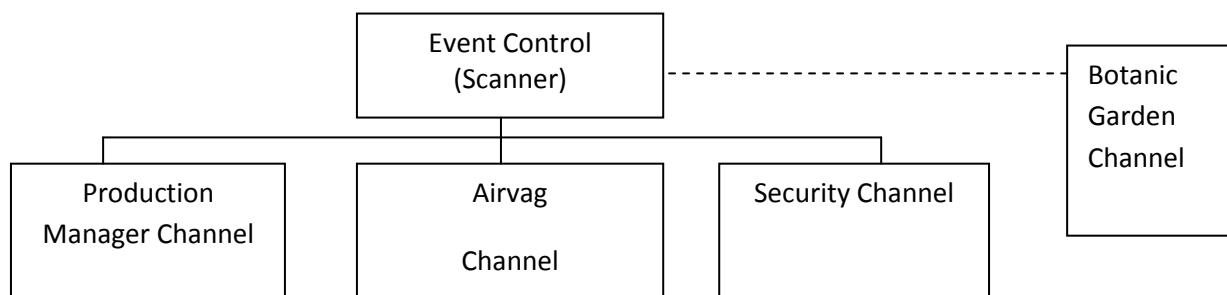
### 3.12 Lost / Found Property

Any Lost/found property will be taken to Event Control.

## 4. EVENT CONTROL & COMMUNICATION

A joint event control will be set up at the Town Hall which will have the Event Safety Manager (or competent deputy) and a police representative at all times.

In addition to the mobile telephone network detailed above all of the key personnel and a steward at each location, will have 2 way radios. From experience in 2008 a base station located at the Town Hall gives coverage across the city but will not cover the Botanic Garden which will operate as a separate entity. The radio communication network will be as follows:



#### 4.1 Telephone list

<b>Name</b>	<b>Title</b>	<b>Telephone number</b>
Helen Marriage	Director, Artichoke	
Nicky Webb	Director, Artichoke	
David Bilton	Safety & Production Manager	
Kate James	Creative Planner City of Culture	
Davy Taylor	Eventcover Chief Steward	
TBC	First Aid	
Jacqui Leigh	Production Co-ordinator	
Jill Bennison	Production manager, Cathedral	
Ian Bone	Production Manager,Central	
Richard Agar	Production manager, Riverside	
Barbara Egervary	Production Manager, Botanic Garden	
Hannah Standen	Volunteer Co-ordinator	

## 5. SECURITY & STEWARD ARRANGEMENTS

It is recognised that security and stewards are a vital part of the safe organisation of the event. EventCover have been appointed as a security and steward company. They are a reliable stewarding company based in the North East who have done a number of events in Durham.

In addition volunteers will be used where it is appropriate for directional purposes.

The deployment of stewards is detailed in each individual section in appendix 2. In addition there will be 4 no. SIA stewards, 2 no. will be based at Palace Green & 2 no. based in Market Place, who will be floating and can be deployed as appropriate.

#### 5.2 Briefing times and notes

Stewards will be briefed at 1700hrs each day and deployed by 1745hrs. Each steward will be given:

- A map of the event
- A programme
- Simple general briefing notes and specific notes relevant to their area

#### 5.4 Clothing and identification

All stewards will appropriate clothing for the weather and be easily identifiable in fluorescent clothing. They will also have a number identification on their coat.

## **6. TRANSPORT & TRAFFIC MANAGEMENT**

The abiding principle of the Event Manual is that where possible, vehicles and pedestrians will be separated.

### **6.1 Schedule of Road Closures & Vehicle Access Points**

The following traffic order is in place:

To enable preparation and removal works and for safeguarding members of the public during the ***Lumière Festival***, it will be necessary to temporarily prohibit

Vehicular traffic on

- 1) Framwellgate Bridge and Silver Street
- 2) Hollingside Lane
- 3) Elvet Bridge
- 4) Market Place/Saddler Street from its junction with Claypath to North Bailey, North Bailey, South Bailey, Palace Green, Owengate, Dun Cow Lane & Bow Lane
- 5) Fowlers Yard

Pedestrian traffic on

- A. The vennel at the north western side of the Market Place to the rear of St Nicholas Church
- B. Riverside footpath (eastern side) between Framwellgate Bridge to Prebends Bridge (one direction only north to south) - Public Footpath Nos 61 & 65
- C. Footpaths from Baths Bridge to Elvet Bridge - Public Footpath No. 78

The closure will be effected by an Order under Section 14(1) of the Road Traffic Regulation Act 1984 and on site by appropriate signs. The Order will be effective from 7.00 pm on Sunday 8 November 2009. The anticipated duration of the closure is 9 days.

An alternative route will be signed to vehicular and pedestrian traffic as appropriate by signs on site.



## **SCHEDULE**

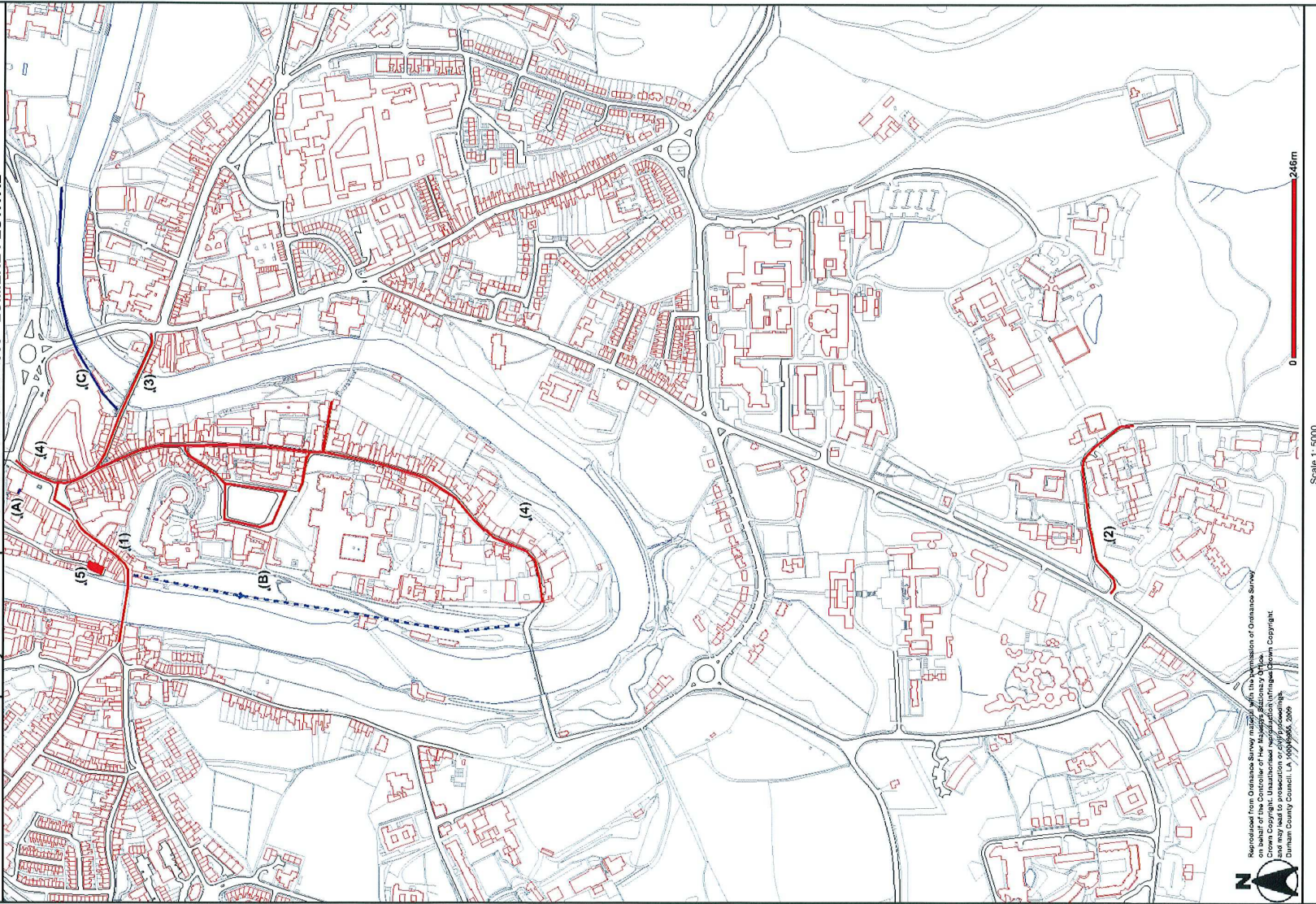
### **Road Restrictions**

1. 19.00 to 24.00 hrs on Sun 8th to Wed 11th  
17.00 to 24.00 hrs on Thur 12th to Sun 15th and  
00.01 to 02.00 hrs on Mon 16th
2. 18.00 to 22.00 hrs on Thur 12th to Sun 15th
3. 08.00 to 17.00 on Mon 10th (Elvet Bridge
4. 17.00 to 24.00 hrs on Thur 12th to Sun 15th  
00.01 to 02.00 hrs on Mon 16th
5. 09.00 hrs on Thur 12th to 24.00 hrs on Sun 15th

### **Footpath Restrictions**

- A. 00.01 hrs on Tue 10th 00.01 to 24.00 hrs Fri 13th  
17.00 hrs on Sat 14th to 2400 hrs on Mon 16th
- B. 17.00 to 24.00 hrs on Thur 12th to Sun 15<sup>th</sup>
- C. 09.00 to 20.00 hrs on Mon 9<sup>th</sup> to Wed 11<sup>th</sup> & Mon 16th

Temporary Road & Footpath Closures 08-16 Nov 2009 - LUMIERE FESTIVAL



Reproduced from Ordnance Survey maps with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office. Crown Copyright. Unauthorised reproduction is illegal. Copyright © 2009 Ordnance Survey. All rights reserved. Ordnance Survey Licence No. 100009566, 2009.

Scale 1:5000

City Centre car parks will remain open each night (TBC)

### 6.3 Disabled Parking

There is disabled parking at the park and ride sites and in city centre car parks. No additional facilities are proposed.

## 7. MEDICAL PROVISION

A medical risk assessment from The Event Safety Guide, has been done the Event Safety Officer and is included in the risk assessment section. However in the light of the experience of last year and in discussion with North East Ambulance Services, the proposed deployment is as follows:

Number	Location	Deployment times	Notes
2 no. first aiders	Mobile	1700 – 2330hrs	On mountain bikes
2 no. first aiders	Event Control	1700 – 2330hrs	
2 no. First aiders	Cathedral	1700 – 2330hrs	
2 no. First aiders	Botanic Garden	1730 – 2130hrs	

## 8. EMERGENCY MANAGEMENT PROCEDURES

### 8.1 Definitions: Untoward Incidents, Emergency Situations, Major incident

Contingency Arrangements have been devised to allow a co-ordinated and effective response to unscheduled occurrences, which impinge on the safe running of the Festival. Three categories of occurrence, each requiring a specific response reflecting their severity, have been identified and are defined below.

#### ***Untoward Incidents***

An Untoward Incident is defined as ‘**a routine occurrence that impacts upon the safe running of the Event but does not require the Police to assume the co-ordination of its resolution**’.

#### ***Emergency Situations***

An Emergency Situation is defined as ‘**an occurrence that poses a threat of serious injury, loss of life or a breakdown in public order and does require the Police to assume the co-ordination of its resolution**’.

#### ***Major Incidents***

A Major Incident is defined as ‘any emergency that requires the implementation of special arrangements by one or more of the Emergency Services, the NHS or the Local Authority for:

**The initial treatment, rescue and transport of a large number of casualties;**

**The involvement either directly or indirectly of large numbers of people;**

**The handling of a large number of enquiries likely to be generated both from the public and the news media, usually to the Police;**

**The need for the large scale combined resources of two or more of the Emergency Services;**

**The mobilisation and organisation of the Emergency Services and supporting organisations, e.g. Local Authority, to cater for the threat of death, serious injury or homelessness to a large number of people.'**

Although this broadly applies to the NHS a more relevant definition is 'any occurrence which presents a serious threat to the health of the community, disruption to the service, or causes (or is likely to cause) such numbers or types of casualties as to require special arrangements to be implemented by Hospitals, Ambulances Services or Health Authorities'.

**Should a Major Incident be called this is behind the scope of this Event Manual and the Management Team will support the Emergency Services with all the resources at their disposal.**

### **Contingency plans**

On occurrence of an incident, the Safety Manager will manage the response of Stewards and Officials through normal radio links.

A flexible Plan will be implemented as follows:

- i. *Any Management Team, Security or official becoming aware of a potential Untoward Incident or Emergency Situation must advise the Event Control as soon as possible. A concise location and situation report should be given.*
- ii. *On receipt of this information the Safety Manager will conduct an assessment to determine if the circumstances do, in fact, amount to a potential Emergency Situation. If assessed as such the Emergency Situation Response Plan will be implemented; otherwise the Safety Manager will manage the occurrence as an Untoward Incident.*

### **Untoward Incident**

- a. *The Safety Manager in consultation with the Management Team will determine the required to respond to the prevailing circumstances.*
- b. *Radio traffic, unless essential, will be restricted to that between the initial caller and Safety Manager. Any deviation from this protocol will be instigated by the Safety Manager.*

- c. *The Safety Manager will determine the appropriate action to be taken including whether to evacuate audience from the immediate vicinity to a place of safety.*
- d. *The Action Plan will then be relayed by radio to the Management Team, Security, Volunteer Team & First Aid Team.*
- e. *All will act as per their briefings.*
- f. *If an evacuation of part or the entire Event is required, staff will prevent any re-entry without specific permission from the Event Controller.*

#### Emergency Plan

- a. *The Safety Manager in consultation with the Management Team will determine that the incident is deemed an Emergency Situation.*
- b. *Radio traffic, unless essential, will be restricted to that between the initial caller and Safety Manager. Any deviation from this protocol will be instigated by the Safety Manager.*
- c. *The Safety Manager will contact the police and together they will determine the appropriate action to be taken including whether to evacuate audience from the immediate vicinity to a place of safety. The senior police officer may choose to manage the Emergency Situation from Event Control if appropriate.*
- d. *The Action Plan will then be relayed by radio to the Management Team, Security, Volunteer Team & First Aid Team; the police will advise their officers to act accordingly.*
- e. *All will act as per their briefings.*
- f. *If an evacuation of part or the entire Event is required, staff will prevent any re-entry without specific permission from the senior police officer.*

#### 8.5 RVP/Emergency Access/Egress Routes

Depending on the location of the incident the police Controller in Event Control will co-ordinate the appropriate closures/evacuation routes. All event resources will be put at the disposal of the Police Controller.

## 9. Risk Assessment

This Risk Assessment has been prepared by Artichoke and DGB Events based on their experience of previous outdoor events. This Event Manual has been updated after these and other discussions with the Safety Advisory Group members.

In compiling these assessments due regard has been taken of the recommendations of the Health & Safety Executive guidance contained within “The Event Safety Guide: A guide to health, safety & welfare at music and similar events” and “Managing Crowds Safely” and The Fire Safety Plan.

One of the major determining factors in the Risk Assessment has been the anticipated crowd numbers and the nature of the activity. It is anticipated that there will be up to 20,000 each evening touring the installations across the 5 hour open period.

One of the key factors in minimising the risks associated with this sort of event is the experience and number of the Management Team, and security at the event. All of the Management Team have managed large scale events before and TBC are a very experienced security and steward company.

The primary purpose of this assessment is to ensure that, as far as is reasonably practicable, the staff, public and contractors are able to attend a safe and enjoyable event. All identified risks will be thoroughly monitored throughout the event, and where necessary, further action taken.

This is the generic risk assessment for the whole event and each installation has a risk assessment and fire risk assessment for the particular environment.

### **Probable Frequency**

- 1 = Improbable
- 2 = Unlikely
- 3 = Possible/happens
- 4 = Happens occasionally
- 5 = Happens periodically
- 6 = Happens frequently

### **Severity**

- 1 = Trivial
- 2 = Minor
- 3 = Major – single
- 4 = Major – multiple
- 5 = Hospitalisation
- 6 = Fatality



Hazard	Risk	Potential Numbers	Frequency (A)	Severity (B)	Rating (AxB)	Control Measures	Revised Frequency (A)	Revised Severity (B)	Revised Rating (AxB)
Plant and machinery	Injuring Public	<20	3	3	9	All plant to be used either in cordoned off areas or with a banksman in attendance	1	3	3
Equipment drops	Equipment dropped in wrong place causing danger to public	25	2	2	4	All contractors to be sent detailed instructions as to dates, times and exact place  Site managers to be in place to meet drops.	1	2	2



Hazard	Risk	Potential Numbers	Frequency (A)	Severity (B)	Rating (AxB)	Control Measures	Revised Frequency (A)	Revised Severity (B)	Revised Rating (AxB)
River Wear	Drowning	2	2	6	12	<p>Lit footpath to be created.</p> <p>One way system to be created to ensure that access and egress is easier</p>	1	6	6
Incompetent contractors	Damage to people and property	500	4	5	20	<p>All contractors to be bona fide sub-contractors</p> <p>Method statements and risk assessments from sub-contractors to be obtained and</p>	2	3	6

Hazard	Risk	Potential Numbers	Frequency (A)	Severity (B)	Rating (AxB)	Control Measures	Revised Frequency (A)	Revised Severity (B)	Revised Rating (AxB)
						checked			
Temporary Structures	Collapse	<50	2	5	10	All temporary structures to have structural calculations, method statements and completion certificates	1	5	5
Electrocution	Generator & Electrical Equipment	20	3	4	12	All contained within area cordoned off heras fencing.  All generators to be earthed  All distribution	2	3	6

Hazard	Risk	Potential Numbers	Frequency (A)	Severity (B)	Rating (AxB)	Control Measures	Revised Frequency (A)	Revised Severity (B)	Revised Rating (AxB)
						<p>to be protected with RCD protection to 30mA</p> <p>All electrical distribution to have a completion certificate</p>			
Fire	equipment catching fire damage to property and people	500	3	5	15	<p>Fire risk assessment to be undertaken at each location</p> <p>Appropriate fire fighting equipment to be provided at all installations</p> <p>All fire</p>	2	4	8

Hazard	Risk	Potential Numbers	Frequency (A)	Severity (B)	Rating (AxB)	Control Measures	Revised Frequency (A)	Revised Severity (B)	Revised Rating (AxB)
						incidents to be reported to the Fire Service.			
Weather	Rain/High Winds	<200	4	3	12	<p>The Safety Manager will make an assessment of whether any/all of the installations should not operate.</p> <p>Any decision to be communicated via local radio and the web site</p>	2	3	6
Paths, grass and cables	Tripping and obstructions	20	3	2	6	All sites to be inspected	2	2	4

Hazard	Risk	Potential Numbers	Frequency (A)	Severity (B)	Rating (AxB)	Control Measures	Revised Frequency (A)	Revised Severity (B)	Revised Rating (AxB)
						<p>prior to event by the Production Manager and appropriate action to be taken.</p> <p>All cables to be kept within sterile area or dug in or hung at safe heights and properly marked.</p>			
Public disorder	Fighting, disorder, throwing debris	200	4	4	16	<p>No additional alcohol facilities to be provided.</p> <p>Event Control to co-ordinate</p>	3	4	12

Hazard	Risk	Potential Numbers	Frequency (A)	Severity (B)	Rating (AxB)	Control Measures	Revised Frequency (A)	Revised Severity (B)	Revised Rating (AxB)
						<p>steward, police and event response</p> <p>Stewards to be fully briefed verbally and in writing.</p>			
Traffic	Traffic and public mingling	200	4	5	20	No traffic allowed to the peninsular apart from the Cathedral bus	1	4	4
Medical Emergencies	Individuals being injured / Bringing medical problems	20	4	3	12	Response co-ordinated by Red Cross	4	3	12

Hazard	Risk	Potential Numbers	Frequency (A)	Severity (B)	Rating (AxB)	Control Measures	Revised Frequency (A)	Revised Severity (B)	Revised Rating (AxB)
Structures	Collapse	500	2	5	8	All structures to have full method statements and have signed off completion certificates	1	5	5
Electricity	Shock	20	2	5	10	All electrical supplies earthed with 30mA breakers  All electric supplies to be signed off by a competent electrician	1	5	5
Reduced lighting	Slips, trips and falls	100	2	2	4	Alternative lighting installed (section 10)	1	2	2

## Medical Risk assessment

Item	Details	Score	Event Score
(A) Nature of Event	Classical performance	2	3
	Public Exhibition	3	
	Pop/rock concert	5	
	Dance event	8	
	Agricultural/country show	2	
	Marine	3	
	Motorcycle display	3	
	Aviation	3	
	Motor sport	4	
	State occasions	2	
	VIP visits/summit	3	
	Music festival	3	
	Bonfire/pyrotechnic display	4	
	New Year celebrations	7	
	Demonstrations/marches/political events:		
	Low risk of disorder	2	
	Medium risk of disorder	5	
	High risk of disorder	7	
	Opposing factions involved	9	
(B) Venue	Indoor	1	4
	Stadium	2	
	Outdoor in confined location e.g. Park	2	
	Other outdoor e.g. Festival	3	
	Widespread public locations in streets	4	
	Temporary outdoor structures	4	
	Includes overnight camping	5	



(C)			
Standing/seated	seated	1	
	Mixed	2	
	Standing	3	3
(D) Audience profile			
	Full mix, Family groups	2	2
	Full mix not in family groups	3	
	Predominately young adults	3	
	predominately children & teenagers	4	
	Predominately elderly	4	
	Full mix, rival Factions	5	
Add A+B+C+D	Total score table 1		12
(E) Past History	Good data, low casualty rates (less than 1%)	-1	-1
	Good data, medium casualty rate (1-2%)	1	
	Good data' high casualty (>2%)	2	
	First event no data	3	
	Expected Numbers		
(F)	<1000	1	
	<3000	2	
	<5,000	8	
	<10,000	12	
	<20,000	16	16
	<30,000	20	
	<40,000	24	
	<60,000	28	
	<80000	34	
	<100,000	42	

	<200,000	50	
	<300,000	58	
Add E+F			15
(G) Expected queuing	Less than 4 hours	1	
	More than 4 hours	2	
	More than 12 hours	3	
(H) Time of year (outdoor events)	Summer	2	
	Autumn	1	
	winter	2	2
	Spring	1	
(I) Proximity of definitive care	Choice of A&E	1	
	Large A& E Department	2	2
	Small A&E department	3	
(K) Additional Hazards	Carnival	1	
	Helicopter	1	
	Motor sport	1	
	Parachute Display	1	
	Street theatre	1	1
(L) Additional on site facilities	Suturing	-2	
	EX-ray	-2	
	Minor surgery	-2	
	Plastering	-2	
	Pschiatric/ GP facilities	-2	
Add G+H+I+J+K			5
<b>Total</b>			<b>32</b>

## 10. Street Lighting

In order to create the correct conditions for the event a number of street lights are being switched off. These are summarised as follows with the arrangements for alternatives/switch on:

Location	Notes	Dates & Times							
		09-Nov	10-Nov	11-Nov	12-Nov	13-Nov	14-Nov	15-Nov	16-Nov
Framwellgate Bridge	Switch off Floodlights			Off	Off	Off	Off	Off	
Framwellgate Bridge	We will black wrap the river facing side of the street lamps such that footpath is unaffected	installed							Derigged Midnight - 0200hrs
Silver Street wall lights	Cafe Rouge - M&S inclusive. We will rig floodlights on timers to provide light when the event is not running			off	off	off	off	Off	
Market place	All lights in the corner of St Nicholas Church and Town Hall. We will install floodlights to provide light when the event is not running			Off	Off	Off	Off	Off	
Hollinside Lane	All street lights. As this is a little used lane no alternatives are proposed			Off	Off	Off	Off	Off	
Millennium Place	street lights. Flood lights on timers			Off	off	off	off	off	

Fowlers Yard	In the turning circle only. As this is a little used area at night no alternatives are proposed				Off	off	off	off	
Floods to Elvet Bridge from Prince Bishops	Lighting on the stairs will ensure that public is safe			off	off	off	off	off	
Elvet Bridge	We will Black wrap street lamps from river (facing Baths Bridge)		Install						Derig
Cathedral floodlights	Will be switched on after the event			Off	off	off	off	off	