

The
DROP
MUSIC FESTIVAL



March 17th, 2018

Tweed Heads, NSW Australia

Statement of Environmental Effects

Event:	The Drop Music Festival, Torquay
Prepared For:	Tweed Shire Council
Prepared By:	Phoenix Entertainment Live Pty Ltd

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11th December 2017

The Drop Music Festival Pty Ltd
23 Lamrock Ave
Bondi Beach, NSW 2026

To whom it may concern,

The Drop Music Festival are proposing to launch their inaugural Tweed Heads event on Saturday 17st March 2018, with a capacity of 5,000 persons.

The Drop Music Festival has been designed to entertain a summer crowd enjoying the Quicksilver pro surfing competition.

The festival promotes Tweed Heads to the world map through music, assisting with growth and development of the community, attracting people to the region and a larger volume of visitors to the area from around Australia.

The Drop Music Festival provides support to the local businesses and economy, by engaging local suppliers whom are able to supply services to the event.

The festival will be available to customers of all ages with a focus on families. Prices begin at \$55 for the event.

Given that Tweed Heads is iconic in status, we understand the public and private components associated with holding a ticketed festival in this area and endeavour to provide an event that satisfies the requirements of the Tweed Shire Council and local residents.

Sincerely,

The Drop Music Festival Pty Ltd

THE DROP MUSIC FESTIVAL TWEED HEADS 2018

PROMOTER

The Drop Music Festival Pty Ltd
23 Lamrock Ave
Bondi Beach, NSW 2026

ABOUT OUR FESTIVAL

The Drop Music Festival is a One-Day Music Festival held on Saturday 17th March 2018, operating between the hours of 16:00 - 22:00

SITE BUILD

Bump In: Monday 12th March 2018 – Saturday 17st March 2018
Bump Out: Sunday 18th March 2018 – Tuesday 20th March 2018
Festival Date: Saturday 17th March 2018
Site Access Hours: 07:00 – 18:00hrs

TICKET PRICING

General Admission First Release	\$55.00
General Admission Second Release	\$65.00
General Admission Third Release	\$75.00
Family Ticket (2 persons over the age of 12 accompanied by 2 adults)	\$150.00
Children (Under the age of 12)	Free of Charge

Note: Prices are subject to change

OUR COMMITMENT TO EXCELLENCE

KEY COMMITMENTS INCLUDE

- Acceptance of ongoing commitment to planning consultation.
- Compliance with Tweed Shire Council control measures.
- Structures approved in accordance with S68 process.
- Festival dedicated NSW user pay police officers
- Licensed security officer's deployment linked to attendance figures
- A limited licensed bar area operated by specialist festival bar provider
- A comprehensive site safety management system for construction, production and deconstruction.
- A comprehensive sustainability (environmental) management system across all festival operations.

Phoenix Entertainment Live Pty Ltd practices and supports sustainable event management and will ensure The Drop Music Festival's benchmark environmental protection processes (bio-diesel fuels, Visy closed loop waste management, designated coaches and buses, carbon of sets, local procurement where available).

SITE OVERVIEW

FESTIVAL INFRASTRUCTURE AND OVERLAY

Live music festivals are created by building temporary structures such as stages, "hoecker" structures and food and beverage areas. Additional structures may include extra toilets, dressing rooms and production requirements. All structures are designed and installed according to engineering specifications. Phoenix Entertainment Live Pty Ltd acknowledges development conditions and will include certification.

All festival operations will be planned and detailed to the relevant authority at the appropriate time, Phoenix Entertainment Live Pty Ltd commits to providing full festival operational planning.

The following infrastructure will be brought into the site for the festival:

- 1.8m mesh panel fencing surrounding the festival site and internal infrastructure
- Crowd control fencing
- Crowd stage barrier
- Food service area

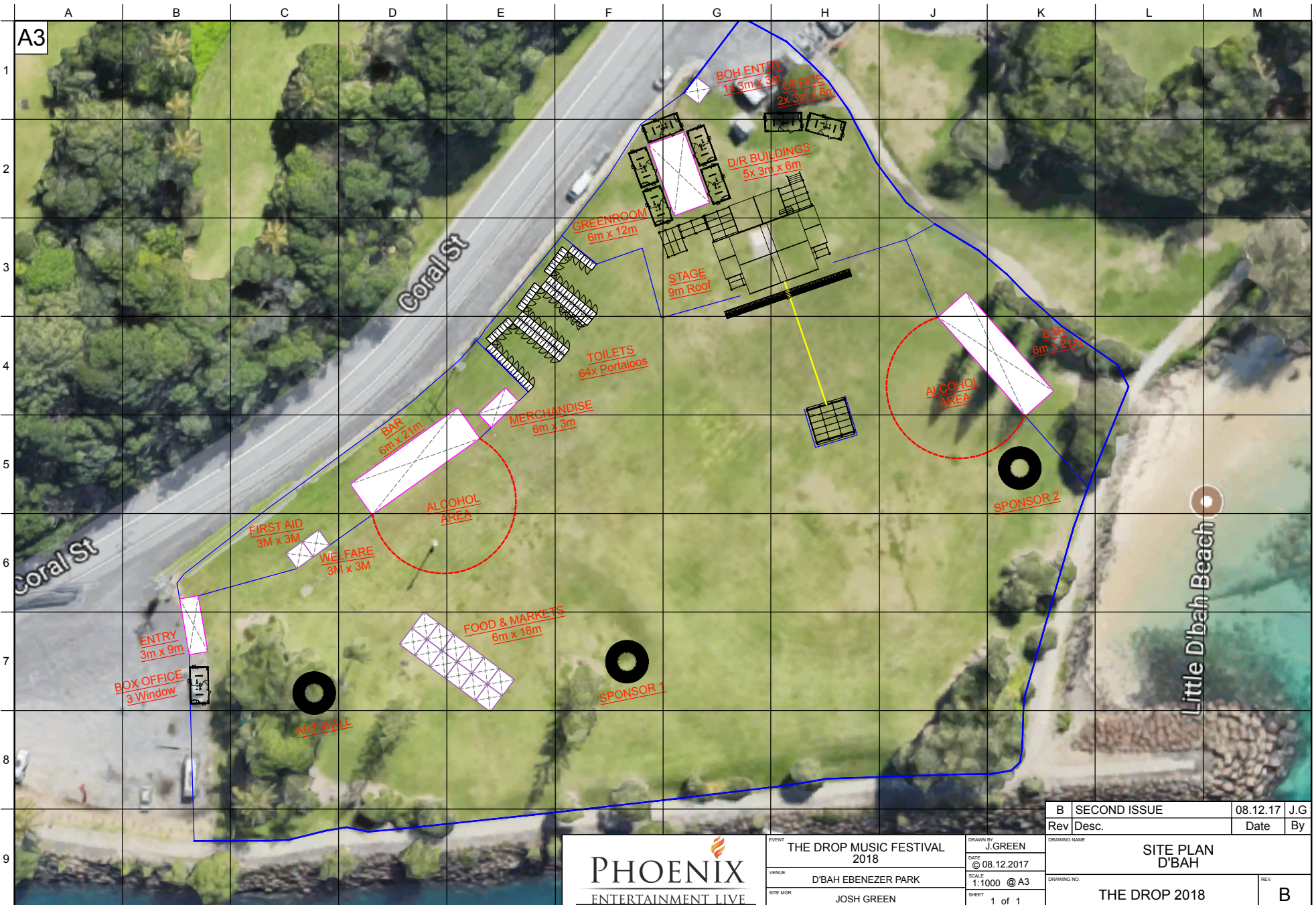
- Bar service area
- Merchandise outlet
- Entry
- First Aid Area
 - 6m x 3m site sheds for offices, talent and green rooms
- Portaloo's (inc 4 x disabled)

The main power source for the festival will be provided by generators. The main stage generators will power the stage and related production elements. All other infrastructure onsite, will be powered by generators.

FESTIVAL LAYOUT (NEXT PAGE)

Incorporates main area of Ebenezer Park, the entrance, main stage, merchandise, food & bar areas, first aid station, toilet facilities, access and our activation spaces.

Dedicated smoking areas will be allocated within the event site.



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Coral St

Coral St

Little D'bah Beach



EVENT THE DROP MUSIC FESTIVAL 2018
 VENUE D'BAH EBENEZER PARK
 SITE MGR JOSH GREEN

DRAWN BY J GREEN
 DATE © 08.12.2017
 SCALE 1:1000 @ A3
 SHEET 1 of 1

B	SECOND ISSUE	08.12.17	J.G
Rev	Desc.	Date	By
DRAWING NAME		SITE PLAN D'BAH	
DRAWING NO.		THE DROP 2018	REV B



ENVIRONMENTAL IMPACT STATEMENT

PLANNING CONTROLS

Planning controls are as set down by the Tweed Shire Council and Phoenix Entertainment Live Pty Ltd personnel. In depth discussions have taken place to ensure full compliance with an understanding of controls prior to commencement of site build not only with the Tweed Shire Council but also the NSW Police.

We are aware that consent cannot be granted without providing a festival application. We agree to adhere to the planning controls provided by Tweed Shire Council to operate The Drop Music Festival at Ebenezer Park.

SUSTAINABLE EVENT MANAGEMENT

Phoenix Entertainment Live Pty Ltd demonstrates a commitment to sustainable event management, with a policy that strives to balance the economic, environmental and social factors in a manner that will ensure resource conservation and protection of the environment. This includes promoting the efficient use of resources, preventing pollution, and enhancing biodiversity protection.

Phoenix Entertainment Live Pty Ltd communicates practical guidance to its stakeholders and applies an evidence-based approach to sustainability for all the activities we conduct, promote, produce or influence.

This commitment and knowledge base comes from implementation of these practices to ongoing management of major festivals over the past 10 years. Phoenix Entertainment Live Pty Ltd representatives have significant personal involvement in the development of an industry model for sustainable events and are acknowledged for initiatives in producing systems and demonstrating leadership for sustainable practice.

Phoenix Entertainment Live Pty Ltd has committed to implementing sustainability policies and sustainable procurement policies and management systems for all The Drop Music Festival events.

Application of these practices includes a range of sustainable event initiatives, which are detailed throughout this Statement of Environmental Effects.

These include:

1. Integrated ticketing (where possible)
2. Best practice noise management
3. Waste Management
4. Flora asset protection
5. Benchmark crowd management control
6. Environmental Impact

As in any environment, when staging an entertainment/music festival there are several key elements that must be adequately addressed to reduce the impact of the festival on the amenity of the local area.

Some of the key festival elements which will impact on the environment which are addressed within this Statement of Environmental Effects are:

1. People movement
2. Crowd accumulation and behaviour
3. Waste generation and management (Waste Management Plan attached)
4. Infrastructure overlay (Site Plan attached)

NOISE MANAGEMENT

The festival will consist of live music performances with a DJ filling in time between live acts.

The sound equipment to be used at the festival will be consistent with the requirements of a typical outdoor festival for 5,000 people. The speaker specifications can be provided upon request if required.

Daily Sound levels will be amplified as follows

The times for amplified sound to be used at the festival are as follows:

Day before the event:

- 14:00 – 18:00: Intermittent sound checking (65% of show level)

Day of event:

- 10:00 – 16:00: Final sound check (full show level)
- 16:00 – 22:00: Music performances

In order to prevent excessive noise levels, including volume during sound check, FOH operators will be responsible for regulating the volume.

The Drop Music Festival has setup an event noise complaint hotline (0438 673 625), this number will go out to the residents during our letterbox drop about the event, we will also place a public notice into the local online noticeboard.

Our stages will be operating off the following parameters;

LA MAX must not exceed 65 dB (A) at residential receptors

LC MAX must not exceed 85 dB (A) at residential receptors

We will also monitor at residential locations when a complaint has come through to our hotline, we will need the council's assistance in pushing the message out to the community, by way of public notice about The Drop Music Festival noise complaints to be pushed through to our hotline.

WASTE GENERATION

Large festivals generate waste in several key areas: food and beverage, toilet amenities, and general production rubbish.

Phoenix Entertainment Live Pty Ltd has embraced sustainable festival management practices and reduction of festival waste and pollution is an essential component. Social awareness has also heightened the requirement to ensure a 'clean' site throughout festival operations and significant improvements have occurred in recent years in festival operational waste containment and cleaning during operations.

Festival waste management is an integral component of minimizing environmental impact of live festivals. As a result, Phoenix Entertainment Live Pty Ltd has incorporated emerging sustainable festival waste management and pollution reduction principles into its standard event management systems.

WASTE MANAGEMENT

Implementing sustainable waste management commences with procurement of an experienced waste contractor with an underlying commitment to sustainable practice. The Drop Music Festival waste management contractors have been engaged on the basis of mandatory implementation of the 'Visy Closed Loop' approach to waste management. The Drop Music Festival has engaged CE Event Corp to manage the cleaning of the festival site and surrounding areas for the event.

The Visy Closed Loop System is unique and highly successful for waste reduction as in a Closed Loop Recycling program there are three main components: the use of recyclable packaging, the set up of infrastructure to capture the packaging and the roll out of a communications and education plan to promote the recycling message.

With a core focus on delivering a clean festival site, through waste management initiatives such as; refraining from distributing single use plastic bags, plastic straws, plastic bottles and balloons. Avoiding all unnecessary plastic packaging and plastic single use cutlery – playing a key role in educating and guiding the event audience on plastic wise practices.

Leading waste management provider CE Event Corp as above have been engaged to deliver the waste management plan and operations for the festival. CE Event Corp has successfully managed resource recovery, recycling and waste activities at major outdoor festivals and venues in Australia.

1. CE Event Corp staff will be able to safely operate at the conclusion of the festival, due to lighting totes being activated around the site.
2. A detailed Waste Management Plan has been provided as part of our submission.
3. We've removed all streamers and confetti from the production of the show and notified all artists that it's not available for use on the grounds.

FUEL GENERATION CARBON REDUCTION (POLLUTION WASTE MANAGEMENT)

Waste management extends to minimising carbon emissions from fuel generation. Phoenix Entertainment Live Pty Ltd utilises bio-diesel fuels wherever feasible and uses B80 Bio-diesel (80% bio-diesel fuel blend) for all generators. We will reduce the “load” or drain on a generator by running the generator at optimum capacity and below maximum capacity further reducing emissions.

We have split power across multiple smaller generators to allow operation at optimum capacity for each generator.

AMENITIES / TOILETS WASTE (POLLUTION WASTE MANAGEMENT)

The Drop Music Festival has brought in temporary toilet facilities to handle the requirements for an outdoor event at a ratio of 1:75

In order to reduce the environmental impact of the festival, and increase sustainable festival outcomes by recycling waste and reducing water consumption, standard toilet amenities will be supplemented with environmentally friendly toilets where possible.

The amenities are odour free and Phoenix Entertainment Live Pty Ltd considers them a key component of reducing environmental impact of the festival on the environment.

TRANSPORT AND ACCESS MANAGEMENT

VEHICLE ACCESS

- We will be installing a VMS board two weeks prior to our event at the event site, informing the general public of the dates we will be occupying the park, the VMS board will remain in the carpark for the duration of the event.
- All vehicle deliveries will be via Coral Street.
- Delivery trucks will stay on the roadways where applicable.
- Forklifts will travel on designated roadways and ground protection used where deemed necessary for installation of festival infrastructure and for trucks to enter and leave the festival site.

TRAFFIC CONTROLLERS AND PEDESTRIAN MARSHALS

On the festival days changed traffic conditions on Coral St will be applied as necessary for the egress of the festival between 21:00hrs – 23:00hrs but not required during bump in or bump out.

Short traffic delays may occur along Boundary St and Coral St during the festival as a result of large numbers of patrons coming to the event, however we anticipate these delays to be minimal the past and minimised through the use of traffic marshals and security workforce.

During Bump in and Bump out, traffic controllers won't have been required to minimise the impact on Coral St from setting up the festival.

The festival management company contracted, Phoenix Entertainment Live Pty Ltd, is experienced in developing and coordinating bump in and bump out schedules and logistics simultaneously with multiple suppliers and liaising with key stakeholders and regulatory bodies.

Phoenix Entertainment Live will work with the Tweed Shire Council to ensure we coordinate our bump in and bump out schedules to minimise impact to traffic, pedestrians and day-to-day business.

PEDESTRIAN ACCESS

The park will remain open throughout our tenancy to the general public, except during the event days. To minimise the disruption on the general public, the fenceline has been designed to allow for clear access around the venue 24/7 before and after show is on.

The main access route to the festival will be via Coral St, off Boundary St and the main egress route will be via Coral St. Additionally, we will engage a User Pay Police team that will work with our security team during the event.

Access to the festival site will be communicated to patrons on the festival website, social media and email notifications prior to festival day.

RISK, CROWD MANAGEMENT, SECURITY & EMERGENCY PLANNING

RISK MITIGATION

After discussions internally and with Tweed Shire Council the event will have a capped capacity this year to 5,000 persons.

The anticipated demographic will be dominated by the 18-40 bracket of 70% to something of the following;

- 55% Male
- 45% Female
- 0-18 @ 15%
- 18-25 @ 35%
- 25-40 @ 35%
- 40-55 @ 15%

With the above noted, our customer profile is evenly balanced between the age demographics and capacity is limited to 5,000 persons meaning the risk has been significantly reduced looking to gradually increase the crowd year on year.

RISK MANAGEMENT MITIGATION STRATEGY

Developing and implementing control options for our event utilises consideration towards existing Information about suitable controls for hazards and risks obtained through codes of practice, MSDS and current legislation, relevant to any challenge presented to us.

This professional guidance may relate to individual items of plant or how to safely use specific substances. We may choose to use the recommended control options if they suit our application and eliminate or minimise the risk.

DEVELOPING SPECIFIC CONTROL MEASURES

Stakeholders and contractors may need to develop specific control measures if the available information is not relevant to our application to the hazards, risks or circumstances of our workplace.

This should be done by referring to the chain of events that were recorded during the risk assessment. For each of the events in the sequence, we need to ascertain what can be done to stop or reduce an incident occurring.

Working through the tasking in sequence will give us clarity about all possible options to eliminate or minimise an arisen risk. There may be more multiple solutions for each. The control option we choose should be one that provides the highest level of protection for people, and is the most resilient. Mitigating controls located towards the top of the hierarchy of controls should be implemented. The implemented controls should be suitable for the scenario in our workplace accounting for conditions, process, workers and organisational goal attainment.

The implemented control measures that we put into operation will usually require changes to the way work is carried out. When this occurs, it is necessary to support the control measures with a reviewed safe work procedure that describes the task and its modification.

Training, instruction and information to our workers in the work procedure will ensure that they are able to perform the task safely. This may be in the form of a tool box talk and on the job training. Managers and supervisors should require workers to demonstrate that they are competent in performing the task according to the new procedure. It is insufficient to simply give a worker the procedure and ask them to acknowledge that they understand and are able to perform it.

Training, instruction and information must be provided in a form that can be understood by all workers. Information and instruction may also need to be provided to others who enter the workplace, such as other stakeholders.

SUPERVISION

The level of supervision required will depend on the level of risk exposure and the experience of the workers involved. High levels of supervision are necessary where inexperienced workers are expected to follow new procedures or carry out difficult and critical tasks.

To ensure that controls remain effective we will monitor the control measures that have been implemented and ensure that they remain effective. Accountability for health and safety will be clearly defined to ensure procedures are followed and maintained. Managers and supervisors should

be provided with the authority and resources to implement and maintain control measures effectively.

ONUS OF PROOF

Keeping records of the live risk management process demonstrates potential compliance with the WHS Act and Regulations. It also assists when undertaking subsequent risk assessments. Keeping records of our risk management process has the following benefits.

- Allows The Drop Music Festival to demonstrate how decisions about controlling risks were made,
- Assists in targeting training at key hazards,
- Provides a basis for preparing safe work procedures,
- Allows to easily review risks following any changes to event activities,
- Demonstrates to others (regulators, investors and stakeholders) that work health and safety risks are being managed,

The detail and extent of recording will depend on the potential for major work health and safety issues. It is useful to keep information on the identified hazards, assessed risks and chosen control measures. This record should include how and when the control measures were implemented, monitored and reviewed. Records should include consultation, relevant training and change management.

SECURITY AND CROWD MANAGEMENT

Phoenix Entertainment Live Pty Ltd is in discussions with local security companies and is yet to engage a supplier to provide security services for The Drop Music Festival.

CROWD ACCUMULATION AND BEHAVIOUR

All mass gatherings present logistical challenges. Live entertainment festivals require specific risk analysis to manage crowd accumulation and the behaviour of individuals and the crowd mass.

Phoenix Entertainment Live Pty Ltd follows the International Standard ISO 31000:2009 (Previously Australian Standard AS4360:2004) approach to risk management across its operations. A specific festival risk assessment is prepared for each festival for public safety risk hazards (scope dedicated to public safety and Work Health and Safety).

Phoenix Entertainment Live Pty Ltd is in discussions with local companies and is yet to engage a supplier to provide these services for the The Drop Music Festival.

The festival security services will be supplemented and work cooperatively with NSW Police (including pre-festival consultation as required).

In addition to capability, a key element of managing crowd gatherings is the application of sufficient security resources. Based on the projected crowd volume, crowd management staffing will include:

- Approximately 52 licensed security officers and Responsible Service of Alcohol [RSA] qualifications. Ratio 1:100 applied for 5,000pax).

- Festival-dedicated The Drop Music Festival user-pay police (numbers have been determined in conjunction with NSW Police and are a separate attachment).
- Additional crowd specialist festival staff (to manage ticketing and access).
- 1 additional crowd safety officer (safety/risk officers).

This resource application satisfies industry benchmark resource application, which is 1 security officer per 100 patrons.

WORK HEALTH AND SAFETY MANAGEMENT

Phoenix Entertainment Live Pty Ltd has a Workplace Health and Safety Management System (WHSMS) compliant to Australian Standard AS4804:2001.

Phoenix Entertainment Live Pty Ltd will engage a nominated company to continually update and to monitor implementation of all Environmental/Workplace Health and Safety (EHS/WHS) management systems to our operations.

The nominated company will be engaged to provide safety officer services (including monitoring EHS compliance) for and throughout The Drop Music Festival. This includes insurance reviews and audits as well as supplying festival professional safety officers for every major festival activity.

Phoenix Entertainment Live Pty Ltd will ensure WHS is incorporated into all festival planning and implementation through the detailed plan that will be provided by the nominated supplier. All suppliers will be required to provide certificates of currency for relevant WHS / workplace safety insurances before arriving on site.

All suppliers who are responsible for erecting structures will need to provide structural certification and certificates of qualification before arriving on site. Suppliers will be responsible for ensuring the safety of the structures they erect.

PROVISION OF FIRST AID FACILITIES

Assist First Aid officers will be present for the duration of the festival to ensure the medical safety of patrons.

There will be 8x fully qualified first aiders onsite from 1600 – 2200 each night.

INSURANCE

The Drop Music Festival will take out Public Liability insurance and also advise on all relevant insurances including, volunteer's insurance and specialised festival insurance to cover instances such as weather, talent cancellations etc.

LICENSING

The Drop Music Festival is an all-ages, licensed event. We acknowledge that responsibly managing alcohol consumption is a critical component of managing crowd behaviour and maintaining residential amenity at festival egress.

It is community and regulatory authority acknowledged that serving of alcohol within the festival and throughout the festival operational hours, reduces over-consumption pre-festival (binge drinking), contains and controls behaviour within the festival and assists with our managed egress. This in turn increases direct controls over food retailers and customers (via regulated licensing controls).

All alcohol consumption will be managed by ID controls, supplementary security identification, and age verification checks at sales points.

A comprehensive Alcohol Management Plan will be prepared and will include benchmark controls to monitor intoxication levels if and when it arises (sales restrictions)

In addition to the Alcohol Management Plan our Risk Assessment and Security Management Plans will include elements of managing alcohol consumption and crowd behavioural management.

No staff or contractors will be under the influence of alcohol or drugs whilst working at the event, all of our bars will actively promote RSA and are able to be closed earlier or lower supplies to patrons if behaviour deteriorates.

All our licensed areas will be adequately lit, secured and fenced to eliminate under age access and overcrowding. The nominated security supplier will be engaged to manage the crowd behaviour, maintain our license and patrol all fence lines and external areas to minimise the risk of intoxicated individuals entering the licensed venue, water and illegal camping.

ENTRY AND EXIT

As part of our entry management process, all customers holding a pre-purchased ticket that arrive to our venue, will be assessed at our entry point for intoxication or being drug affected, if anyone is deemed in these two categories, they will be refused entry.

All patrons will have wristbands fitted after satisfying age eligibility and presentation of a ticket.

Our layout has been designed to minimise access issues, emergency exits will be clearly marked and signage will be clearly visible at the event - Each area will have a warden and support staff, the nominated security supplier will be responsible for managing this.

Area entry widths as such to allow access of one metre per 800 patrons of large open areas and area entry to widths are to allow at least one metre per 100 patrons.

The exits have been spread evenly throughout venue, where dedicated exits in fence lines are able to be open and clear at all times. The dedicated exits will be free of obstructions and hazards and clearly identified, the placement of event infrastructure will not obstruct exits. The nominated security supplier will have security staff on these gates readily available to assist at all times.

FOOD AND BEVERAGES

At this event, there will be a variety of alcoholic and non-alcoholic beverages sold at the festival. Beverages will be served in cans (RTD) and where cans are unavailable for certain products, the drinks will be decanted into bio-degradable paper cups.

Water will be available at all bars and food outlets and our bars serving alcohol will all have free water available at all times.

The food service will be operated by local food vans, managed by our catering manager. We will serve a range of easy to consume street foods that require minimal packing and serving utensils to minimise waste.

We aim to achieve a cashless site; all vendors will require credit card facilities.

MERCHANDISE

We will be selling a range of merchandise at this years' event.

Available merchandise will be, t-shirts, hoodies, singlets, hats and stubby holders.

Prices for the merchandise products will vary on order quantity and design.

We aim to achieve a cashless site; all vendors will require credit card facilities.

SIGNAGE

Subtle signage that aligns with the festival brand guidelines will be erected around the festival. This signage will predominantly be positioned inside the festival's cordoned off space and all efforts will be made to ensure that it is only visible to festival patrons and not others wishing to enjoy the Tweed Heads space on the day.

Directional signage will be kept to a minimum. The size and locations of directional signage will be developed in our Traffic Management Plan after consultation with the Tweed Shire Council and RMS to ensure minimal impact on the local community.

LIGHTING

The festival site will be made safe for patrons and festival staff to access at night through focused lighting and lighting towers. These will be positioned throughout the site and can be viewed on the lighting plan once constructed.

PYROTECHNICS

The festival may have intermittent stage effect pyrotechnics.

A Pyrotechnics Permit, which details the pyrotechnic display, will be lodged with Tweed Shire Council if it goes ahead.

BENEFITS TO TWEED HEADS

The Drop Music Festival is a festival that not only delivers a 360-immersive experience to customers attending the event to see their favourite artists, but also injects a major emphasis on local tourism, surf culture, the Quicksilver Pro, community involvement, local economy, national & international exposure creating a reason for people to travel to Tweed Heads on that weekend.

The Drop Music Festival promotional campaign will provide Tweed Shire Council with targeted exposure to over 10,000,000 18-40-year-old travellers and residents through direct marketing, digital and social media campaigns as well as mass market exposure through radio station partnerships, PR campaigns and partner cross promotional activities, attracting a new youthful audience to Tweed Heads.

Our goal is to bring the best of beach, music, art and culture to Tweed Heads annually to create unforgettable experiences for people to remember for their lifetime.

After all festivals create memories of local towns, the experience from their time there and their time at our festival.

PHOENIX ENTERTAINMENT LIVE

Phoenix Entertainment Live Pty Ltd | ABN 68 602 286 975

Key contact:

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Event Manager

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www.phoenixentertainmentlive.com

Phoenix Entertainment Live is an entertainment company, whose sole purpose is to develop and deliver music, entertainment and experiential events within a safe environment for audiences and performers alike.

Our mission is to reshape the live entertainment industry by challenging the status quo, co-creating the success of others around us, and setting new benchmarks for performance and safety within the industry.

Protecting our stakeholders and clients reputational and financial interests is our utmost priority at all times. Our philosophy revolves around the collaboration of music, brands, entertainment, and tourism which produces sustainable outcomes.

By advancing our systems beyond the old and outdated live entertainment models, a core focus is placed on audience safety, reduced environmental impact, and innovation to create the ultimate entertainment experience.

At Phoenix Entertainment Live, our team members are innovative, professional, and highly-motivated individuals, with over 20 years of live event promotion, management, marketing, commercial, analytics, risk assessment, compliance, licensing, and on-the-ground production experience, all committed to changing the mantra of “because we’ve always done it this way”.

Inspired by organisations changing lives, a portion of every event is dedicated to supporting a variety of charities and causes to help create a global impact.

PROJECT TIMELINE

PHASE I

Draft festival plans, draft risk assessment, draft emergency management plan, draft traffic management plan, draft noise management plan, draft waste management plan, draft crowd management plan.

COMPLETION

21/12/2017

PHASE II

Draft festival management plan, draft schedule, draft contact list, draft equipment list, draft dressing room, fencing and lighting/ power plans, communications plan.

COMPLETION

25/01/2018

PHASE III

Final festival plans, final risk assessment, final emergency management plan, final traffic management plan, final noise management plan, final waste management plan, final crowd management plan, final festival management plan, final schedule, final contact list, final equipment list, final festival, dressing room, fencing, lighting and power plans, final communications plan, supplier tracking document, insurances received and submitted to WHS Management Team, access forms issued and received, accreditation issued and quantities received.

COMPLETION

01/03/2018

EVENT

The Drop Music Festival 2018

COMPLETION

17/03/2018

PHASE IV: Post-Festival

Full festival debriefs, major stakeholders meetings, production management meeting, supplier meetings (if required), issue final report.

COMPLETION

13/04/2018



THE DROP MUSIC FESTIVAL

TRAFFIC MANAGEMENT PLAN

EVENT LOCATION:
EBENEZER PARK
TWEED HEADS

17th March 2018

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1. Summary

As thousands of punters make their way to the world-famous Quicksilver Pro this March they will notice something a little different in Tweed Heads, an all-ages festival on 17th March. A stellar line up of Australian favourites, food, markets & fully licensed bar.

This document aims to provide a plan for effective traffic management for the operation of the event and will cover the event site during bump in, event operations and bump out phases of the operation.

Within the document the Traffic control measures are unique for the scope of the event and should not be directly applied to any other event within the precinct whether they appear rationally suitable or not.

The overall aim is to ensure safety of patron entering and leaving the event site by managing the traffic flow throughout the precinct as/when required.

2. Scope

This plan addresses traffic management for the proposed event only and the document has been prepared following consultation and assessments from the respective stakeholders listed in section 16 of this document.

The document includes the provision for the safe movement of vehicular and pedestrian traffic, the protection of workers from passing traffic, the design, installation and removal of any necessary temporary detours, the provision of traffic controllers, the installation of temporary signs and safety barriers.

Where possible we have minimised road closures to maintain traffic flow around the external of the site during the liver event.

Various traffic control devices/measures have been used whilst creating the relevant Traffic Control Plans

This document should be read in conjunction with the following:
RMS Guide to Transport & Management for Special Events v3.4
RMS Traffic Control at Worksites Manual v4.0

3. Distribution

Relevant section of the TMP will be distributed to various agencies throughout the consultation period in the form of PDF to assist with both version & document control.

The final version of the document will be distributed in Full & Part to the relevant agencies in electronic format once the relevant approvals have been obtained from the required authorities.

4. Traffic Control Plans (TCP)

During the event Traffic safety will be managed by the implementation of specifically tailored TCP's that have been designed to meet with event specific operations. This plan has been prepared to safely manage traffic with minimal impact on non-event stakeholders as recommended in the RMS Guide to Traffic and Transport Management for Special Events.

In the risk management context, the Special Events Guide reads that a TCP can be seen as a Risk Management Plan for traffic, however a TCP shall not be seen as an acceptable form of risk management and the event organiser should seek a separate risk review.

At its core the prepared TCP's implement various short-term road closures in order to safety manage vehicular and pedestrian flow within the precinct.

5. Objectives

The core objectives of this Traffic Management Plan are to:

- Ensure the safety of employees, contractors, the general public, pedestrians, cyclists and traffic,
- Keep traffic delays to a minimum,
- Maintain satisfactory property access where required,
- When required, obtain approvals and licenses such as Road Occupancy, Direction to Restrict (DTR for Speed Limit Sign Authorisation) and Traffic Signals,
- Minimise disturbance to the environment,
- Design temporary roadways and detours in accordance with RMS Road Design Guide and
- Meet the requirements of the RTA/RMS Traffic Control at Worksites Manual.

6. Management of the TMP

Traffic Plan Professionals Pty Ltd has warranted that it will provide the Traffic Control Plans, in addition we will contract a crew to implement and manage same on the event day at the present time.

Council and RMS require the people to be competent, experienced and qualified to carry out the Services.

7. Implementation

Traffic Management for sites will be in accordance with the RMS Traffic Control at Work Sites Manual as modified to site conditions.

The implementation of these plans at this present time will be the responsibility of Traffic Plan Professionals Pty Ltd and shall be carried out by duly accredited persons whom hold a current RMS Yellow Card. The event organiser shall provide the equipment required for implementation of these TCP's.

8. Planning Strategies

Following preparation of the final draft plans, assessment and approval is required by the following:

1. Tweed Shire Council
2. The Drop Music Festival Pty Ltd
3. NSW Police – Tweed Heads/Byron LAC

9. Event Details

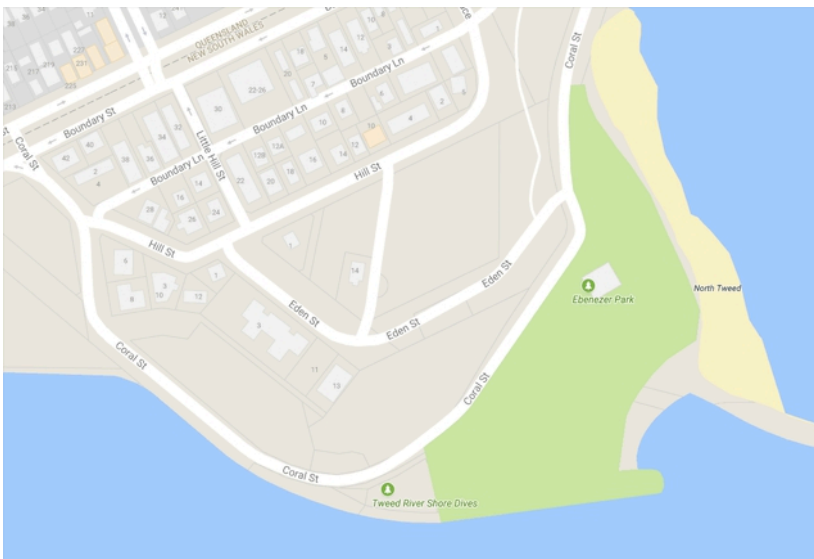
Type:	Licensed Event
Date:	Saturday 17th March 2018
Time:	16:00 – 22:00hrs
Venue:	Ebenezer Park, Tweed Heads
Venue Type:	Green Space
Event Capacity:	5,000
Demographic:	GA - All Ages, predominantly 18-30years old.

10. Bump In & Out

Bump in is scheduled from 12th March through to 16th March 2018

Bump out is scheduled for 18th through to 20th March 2018.

11. Location Map



12. Traffic Management

12.1 Ingress & Egress:

Entry Point: Designated event entry as per site map

Exit Point: Same as entry point

Public Transport: Public Bus
Taxi & Uber

Shuttle Bus: N/A

Uber/Public Drop off & Pick up Zone: Public drop off/pick up location in controlled area on Coral St

Parking: Existing on street parking available around the area
NO specific event carpark allocated

Road Closures: NIL

Private Coaches: N/A

12.2 Other:

Target Hardening: WFB at entry area

Clearways/Signage: No Special Event Clearways to be installed

Media Release: There will be a media release in the local newspaper advising the drop off/collection points etc.

Accreditation: Accreditation will be available for collection the day prior to the event, on event day no vehicle will be granted access without accreditation unless it has been added into the Approved Vehicle Access List provided by the client. *(for security reasons, a copy of the pass shall NOT be provided in this document as it is of a public nature)*

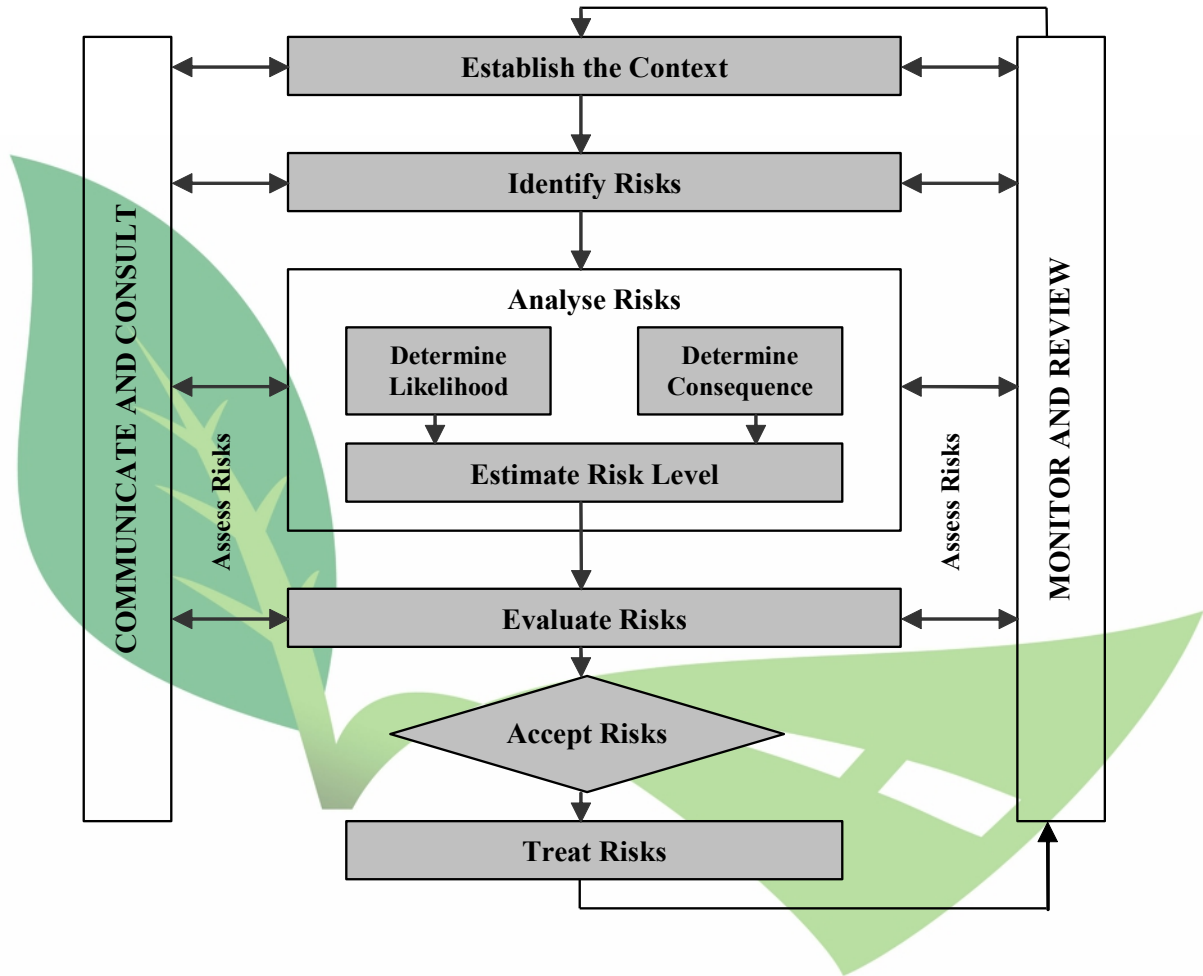
13. Delivery Route



14. Risk Management

14.1 Risk Management Process

Throughout the Risk Management process, we will link activities to the Australian Standards (AS/NZS 31000:2009). These standards provide a systematic approach to the Risk Management.



14.2 Risk Tolerance

A risk rating determined to be higher than a “low” or a “moderate” level (see: “Risk Assessment Tool” below for descriptions of these terms) should result in senior management assessing the viability of implementing the suggested additional control measures.

Even where a residual risk of a “low” or moderate” level exists, senior management should evaluate, where it is viable, to further reduce the likelihood or consequences of that stated risk.

14.3 Risk Assessment Tool

The risk assessment tool acts as a guide to determine an appropriate rating for each risk. It is important to note that *risk* is subjective and therefore any ratings applied should be considered in this context.

Likelihood	Consequences				
	Insignificant (1) <i>(Minor problem easily handled by normal day to day processes)</i>	Minor (2) <i>(Some disruption possible, e.g. damage equal to \$500k)</i>	Moderate (3) <i>(Significant time/resources required, e.g. damage equal to \$1million)</i>	Major (4) <i>(Operations severely damaged, e.g. damage equal to \$10 million)</i>	Catastrophic (5) <i>(Business survival is at risk damage equal to \$25 Million)</i>
Rare (1) <i>(e.g. <3% chance)</i>	2	3	4	5	6
Unlikely (2) <i>(e.g. between 3% and 10% chance)</i>	3	4	5	6	7
Moderate (3) <i>(e.g. between 10% and 50% chance)</i>	4	5	6	7	8
Likely (4) <i>(e.g. between 50% and 90% chance)</i>	5	6	7	8	9
Almost certain (5) <i>(e.g. >90% chance)</i>	6	7	8	9	10

14.4 Risk Score Evaluation

Risk Score	Risk Level	Response
2-4	Low	Manage through routine procedures
5-6	Moderate	Specific procedures and monitoring required, specify management responsibility
7-8	High	Action plan required, specific senior management attention and specify responsibility
9-10	Extreme	Immediate action required, senior management required with detailed plan and Senior Management responsibility noted

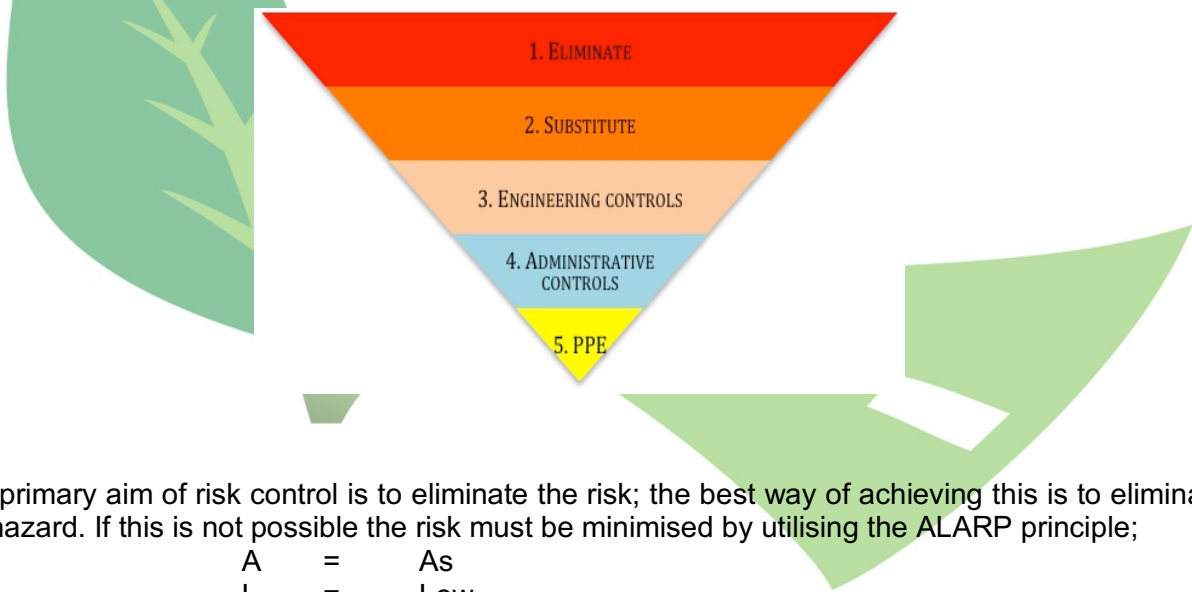
14.5 Risk Treatments

Treatment of the risks associated with hazards identified will involve appropriately selecting a treatment option as indicated below.

The Hierarchy of Hazard Controls is recommended as the best-practice approach to addressing the source of real/safety risks and thus eliminating or minimising such risks. When a hazard is identified it shall be:

1. Eliminated (designed out, completely eliminated),
2. Substituted (i.e. if a hazardous work practice exists it should be replaced with non-hazardous or less hazardous work practice),
3. Isolated (if nothing could be done in short term the hazard should be isolated so it does not impose a risk to a person),
4. Controlled through engineering methods (guarded away using covers etc.),
5. Controlled through Administrative means (procedures/practices, inductions, instructions, workplace training etc.),
6. Persons protected by PPE (Personal Protective Equipment).

The controls should be used in order as indicated - starting from Eliminate as the best approach and then working down the options. A combination of hazard controls from the list above could be used to address any one hazard at one time - a hazard control on its own is not exhaustive and can be used in a combination with one or more other controls.



The primary aim of risk control is to eliminate the risk; the best way of achieving this is to eliminate the hazard. If this is not possible the risk must be minimised by utilising the ALARP principle;

A = As
 L = Low
 A = As
 R = Reasonably
 P = Practicable

HB205:2004 states that the most effective form of risk control is to eliminate the hazard, however if this is not reasonably practicable to eliminate the hazard, the risk must be minimised to the lowest reasonably practicable level by taking the following measures in the order and as determined by the risk assessment [Hierarchy of Controls].

If no single control is appropriate, a combination of the above controls will be taken to minimise the risk to the lowest reasonably practicable level.

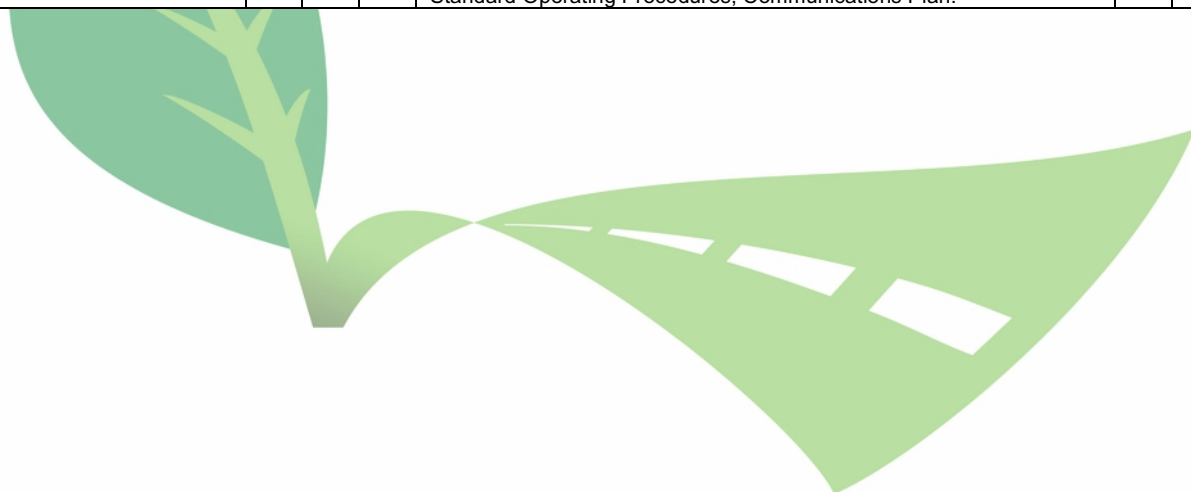
15. Hazard/Risk Identification & Treatment Plan (RISK REGISTER)

A list of potential causes, consequences and control measures are provided. This should not be considered an exhaustive list.

#	HAZARD	RISK	CURRENT			CONTROL MEASURES	RESIDUAL			RESPONSIBILITY
			LIKELIHOOD	CONSEQUENCE	RISK RATING		LIKELIHOOD	CONSEQUENCE	RISK RATING	
TRAFFIC RISKS										
1	Road Subsidence	Participant Injury or Death Vehicular Damage	5	3	M	Venue to check venue prior to event. All staff along the internal roads to be vigilant and monitor surface and report any damage to event organiser.	3	3	M	LGA Event Organiser All staff
2	Patron Overflow	Injury to participants/staff Participant aggravation Driver aggravation Impact to general traffic	2	3	M	Venue road closure to allow safe area for estimated patronage. First aid onsite. Event Management team to oversee queuing areas for patrons attending the event.	2	3	M	All staff Contractors
3	Overcrowding on roads	Injury to participants/staff Participant aggravation General traffic impacts	2	3	M	Tickets normally pre-purchased. Play lists assist with patronage numbers and movement. Event within area closed to public vehicles. Large open space area with ArmorZone WFB to protect patrons.	1	2	L	First Aid Event Organiser Police Security
5	Traffic Jam in surrounding area	Driver Aggression due to delays Resident / Local feedback to LGA Pedestrian/Vehicle interaction Bump out delays Breakdowns	2	2	L	Custom TCP's for event. Consultation will relevant stakeholders as part of planning. No road closures to enable continual flow.	2	2	L	Police Site Manager LGA
6	Fuel Spill on roadway	Contamination of water system Contamination of drainage system Injury to persons	2	3	M	Call Emergency Services 000 or 112 from mobiles (Fire Brigade). Spill kit should be kept onsite.	2	2	L	All staff
7	Vehicle/Pedestrian interaction	Injury to person Death Collision	3	4	H	Vehicle movement during daylight hours, if after hours then lighting tower should be utilised where staff are working. First aid onsite during event. All staff should be in hi-vis vest when working around traffic. Orange wands utilised when TC's working with live traffic.	2	3	M	First aid Event Organiser Traffic Controller All staff

WEATHER RISKS										
8	Exposure to sun	Sunstroke Sunburn Dehydration	4	2	M	All staff to wear Sun rated caps/hats where possible. Sunscreen available to staff from organisers office. Sunscreen available to all patrons at first aid. Water available from site office and on event day at alternate source. All workers reminded to use sunscreen and protective clothing. All participants reminded to carry sufficient fluids for the duration of the event. Scheduled breaks for all workers.	2	2	L	First aid Event Organiser Traffic Controller All staff
9	Exposure to Cold	Hypothermia	2	3	M	Thermal first aid sheets in all first aid kits. Medical staff on site during event. Staff to be provided with relevant PPE. Call Emergency Services 000 Ambulance.	1	2	L	Event Organiser First aid Traffic Controller All staff
10	Strong Wind	Flying debris Injury to persons Damage to infrastructure/property	4	4	H	BOM to be monitored throughout event by Event Organiser. All supervisors to be advised of any noteworthy change. Medics/trained first aiders onsite during event, security at other times during bump in & out. If injury call Emergency Services 000 Ambulance / Police. Existing structures at venue to be checked prior to occupancy.	6	5	M	LGA First Aid Event Organiser Police Traffic Controller
11	Heavy Rain	Slips, Trips, Falls Delay in build & bump out Drowning Electrocution	2	4	M	Supply wet weather gear for crew if required. Medics/trained first aiders onsite during event, security at other times during bump in & out. All electrics to IP65 rated for outdoor use. RCD's in place to ensure electrics safe in rain. Unsafe areas to be barricaded off.	2	2	L	Event Organiser LGA Police All staff
HEALTH RISKS										
12	Medical Emergency	Illness Death Crowd panic Injury to person	2	3	M	Onsite first aid teams to respond to medical issues. Emergency access routes planned and kept clear at all times. Communications to ensure all parties are abreast. Emergency services to be contact 000. Dedicated vehicle entry & exit point for Emergency Services.	2	2	L	Medical Manager Event Organiser

SITE RISKS										
13	Terrorism	Death from act of terrorism Injury to persons from act of terrorism	3	5	H	Police to be consulted re any Target Hardening control measures. Event in location with only access from either side. UP Police onsite during event. Drop off & Taxi zone external to site, no public vehicles within the site during the event phase.	3	2	M	All staff Contractors POLICE
MISCELLANEOUS										
14	Communication Failure & poor reception	Mobile phone network failure Two way radio failure Poor briefing of staff/contractors Poor transfer of information due to difficulty Battery life reduction	3	2	M	Consultation with all stakeholders to ensure that everyone is aware of correct procedures in case of loss of communications. Monitor/report to security any issues with radios. Radio check on commencement of shift. Contract only reliable radio supplier. Backup simplex radios to replace any faulty radios. If using mobile phones turn off 4G & utilise 3G to ensure better communications. Use of Instant messenger apps as backup. Separate radio channels used to break up communications and minimise traffic on each channel. All staff to be briefed on event and provided relevant information to enable them to brief their team. Standard Operating Procedures, Communications Plan.	3	1	L	Telecommunications Provider Two Way Radio Provider Event Organiser Emergency Services



16. Consultation & Contacts List

NAME	ORGANISATION
Joshua Anderson	Phoenix Entertainment Live
Ken O'Brien	The Drop Music Festival
Luke Arthurs	NSW Police – Tweed/Byron LAC
Kerrie McConnell	Tweed Shire Council
Pedr Danks	Traffic Plan Professionals Pty Ltd
David Caple	Traffic Plan Professionals Pty Ltd
Phil Smith	Traffic Plan Professionals Pty Ltd

17. Traffic Control Plans

Summary of TCP's attached:

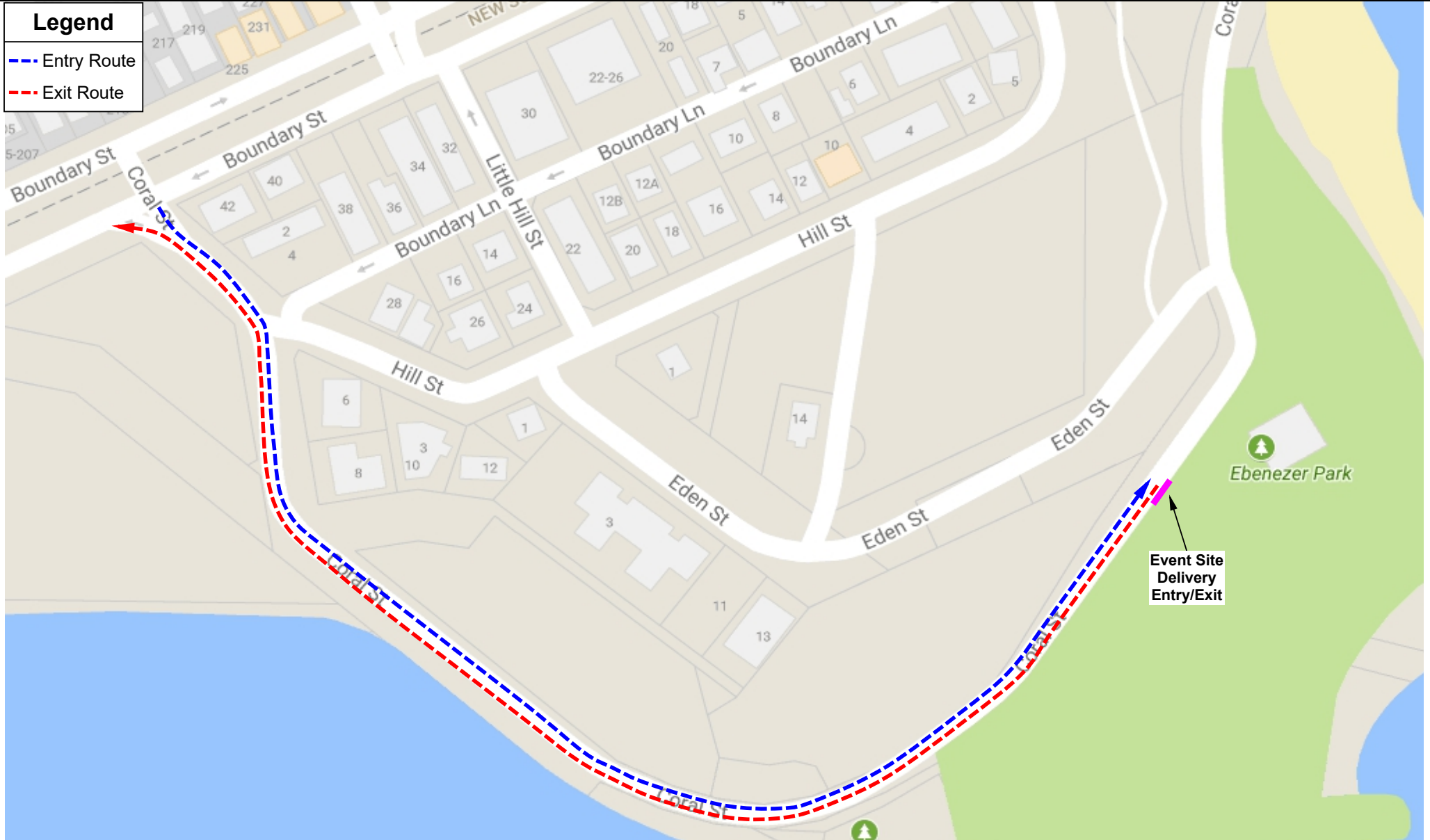
TCP NO:	VER	DESCRIPTION
6921	2	Coral St Bump In/Out delivery route
6922	2	Coral St drop off area

18. Endorsement of TMP

Tweed Shire Council	Date
Sign:	Name:
L.A.C Tweed/Byron - NSW Police	Date
Sign:	Name:
Event Manager	Date
Sign:	Name:
TMP Consultant – Traffic Plan Professionals Pty Ltd	Date
Sign:	Name: Pedr Danks

Legend

- Entry Route
- Exit Route



Drawing: Pedr Danks
 Ticket: Prepare Work Zone
 Traffic Management Plan.
 #0039711940 Exp 27/03/2020

Drawn on: 07/02/2018

Work Location:
 Coral Street, Tweed Heads

North

Event: **THE DROP MUSIC FESTIVAL**

TCP Effective:
 12-16/3/18 07:00-18:00hrs
 18-20/3/18 06:00-18:00hrs

Consulted/Reviewed by:
 P Danks, D Caple, J Anderson, K O'Brien

Site Specific Notes:

SIGN SPACING	
Estimated speed of Traffic "D"	Dimension of sign "m"
40	0-5
50	15-50
60	45-60
70	70
80	80
90	90
100	100

- Compliance Notes:**
1. Plan not drawn to scale.
 2. A or B Size signs are to be used.
 3. 700mm cones are required.
 4. Cone spacing is i.a.w TCAWS v4 2010 issue 2.
 5. Appropriate PPE to be worn for the conditions.
 6. Traffic Controllers to use 2 way radios when verbal communication is required.
 7. Site specific conditions to be noted
 8. All signs subject to +25% -10% tolerance
 9. Sign Checks required every hour.
 10. Active Traffic Controllers to have an escape route and 1.5D sight distance at their location.
 11. Drawn i.a.w. AS1742.3 2009, TCAWS V4 2010.

Modifications are to be marked on the plan.
 Only current PWZTMP holders can amend TCP

RMS PWZTMP # _____

Expiry _____ Name _____

Sign _____

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Traffic Plan
 Professionals Pty Ltd

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 www.trafficplanprofessionals.com.au
 ACN: 000 546 618



Legend	
	Artist Entry
	Cone
	Light Tower
	Security officer
	sign single
	traffic controller
	Water Filled Barrier

Manifest	
16 x	Cone
1 x	Custom Sign
1 x	Light Tower
2 x	No Parking
1 x	Security officer
1 x	traffic controller
25 x	Water Filled Barrier
1 x	workers ahead symbolic

Drawing: Pedr Danks
 Ticket: Prepare Work Zone
 Traffic Management Plan.
 #0039711940 Exp 27/03/2020

Drawn on: 07/02/2018

Work Location:
 Coral Street, Tweed Heads

North Plan # 6922 v2

Event: **THE DROP MUSIC FESTIVAL**

Consulted/Reviewed by:
 P Danks, D Caple, J Anderson, K O'Brien

Site Specific Notes:

TCP Effective:
 17/3/18 05:00 - 22:30hrs

SIGN SPACING	
Estimated speed of Traffic "D"	Dimension of sign "m"
40	0-5
50	15-50
60	45-60
70	70
80	80
90	90
100	100

Compliance Notes:

- Plan not drawn to scale.
- A or B Size signs are to be used.
- 700mm cones are required.
- Cone spacing is i.a.w TCAWS v4 2010 issue 2.
- Appropriate PPE to be worn for the conditions.
- Traffic Controllers to use 2 way radios when verbal communication is required.
- Site specific conditions to be noted
- All signs subject to +25% -10% tolerance
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- Active Traffic Controllers to have an escape route and 1.5D sight distance at their location.
- Drawn i.a.w. AS1742.3 2009, TCAWS V4 2010.

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 Only current PWZTMP holders can amend TCP

RMS PWZTMP # _____

Expiry _____ Name _____

Sign _____

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