

Junction26 Event – Site Management

I am Billy Cole, parking manager of J26. After four years of experience as site manager at Junction26 Truckstop I have gained a wide range of knowledge within the logistics and haulage industry. I am a qualified Traffic Banksman and have attached the relevant certificates to end of this document.

Besides my knowledge of the haulage industry, I also oversee all operations within the site which includes directing HGVs into their allocated parking spot as well as managing the incoming and outgoing traffic flow of the site. I have undertaken a banksman traffic marshall course which assists me to operate safely in the workplace. Due to my experience and knowledge of the site, I can aid in the safety of the attendees at the event planned.

Site Plan 1: This first plan is an overview of the site where we detail several points. These points include:

- The location where the HGVs will be statically parked.
- The pedestrian pathway to enter and exit the event safely.
- The parking area for the event for guests arriving in their own cars.
- The emergency access lane in case any emergency services need to enter the event quickly but safely along with the rendezvous points.
- The taxi pick up/ drop off location.

The blue lines in this plan indicate where the HGVs will be parked during this event.

The green lines indicate where the steel shield fencing will be placed.

The red E indicates the event area.

Any of the blue lines which represent the HGVs are located outside of the green lines which is the fencing.

All HGVs that are parked on site will be immobile during the event. This is to guarantee safety for the guests.

The enclosed parking for Event guests' vehicles will be marshalled by one of our trained and certified banksmen that usually guides the HGVs in parking. This area is separate from the pedestrian walkway so the risk of guests' vehicles being in motion when pedestrians are walking to the event is eliminated. Guests will be closely guided by the banksmen/marshalls about which route to take when parking and the separate route to take when walking to the event.

Site plan 2: This plan is an overview of the access from the public highway. This plan shows:

- The entrance route normally used for HGVs.
- The taxi turn point for drop offs and pick-ups.
- The route guests take in and out of the vehicle car park.
- The emergency vehicle access.
- The ticket entry control point.

As the event takes place from 2pm until 11pm the decision has been taken to close the site across a suitable period for any inbound and outbound HGVs. This action will be put into place two hours before the start of the event and two hours after the event to ensure the safety of guests. The entrance of the site will be fenced off with a marshal present to monitor. When HGV drivers arrive at the site the day before the event, they will be guided to park by the banksmen as normal, but they will be told that during the time of 12pm to 1am they will be unable to leave. This will be enforced. This will ensure that all HGVs on site will be static.

Site plan 3: This plan is an overview of the event area. This plan shows:

- The steel shield fence that will be erected around the event area.
- Entrance and exit point for pedestrians.
- Outside seating area/sheltered patio area.
- First aid/paramedic area.
- Emergency exit points

Site Plans attached at end of document.

Once inside the only exit/entry point will be at ticket check area, except in the case of an emergency, when the second emergency exit will be opened. This ensures that no guests will be wandering through the site, in the truck parking area or near any roads with flowing traffic. The cafe will be closed during the event hours and used as the first aid point for the duration of the event and staff briefing area prior to event starting. There will be two trained certified first aiders and two trained paramedics on site in case of an emergency. The emergency exit is shown in this plan, in the case of an emergency there are two rendezvous points. In the case of a fire, the safety location is at the entrance. In case of a bomb threat, the safety location is the Marriott hotel. These points are in accordance with the approved fire risk assessment. Once all guests are mustered on site at the designated rendezvous points, they can be escorted to the appropriate safety location.

HGV Control:

Our site caters for various type of vehicles transporting different types of cargoes. This can range from cars, wood, paper, food, and hazardous materials like petrol. It is rare for a vehicle to be loaded while parking on site over the weekend, this is because transport companies prefer their vehicles to be unloaded before their driver has their forty-five-hour tachograph break. However, there is a small possibility that a hazardous vehicle may want to use our site for parking. Due to the event planned, we will not be accepting any hazardous vehicles over the weekend to ensure the safety of the guests. Hazardous cargo is graded and classed under ADR transport regulations, there is nothing that would be parked at J26 Truck Park that would be classed high risk, lower classed risks represent minor flammable hazards. The landowner is trained in this area and with transporting ADR, because of this we will be able to locate any vehicles that are transporting hazardous goods. Trucks carrying these substances will have an orange marker board displayed on the front of their vehicles, it is the law to display this as it is a sign to everyone else of the hazardous load they are transporting.