

# Security Newsletter

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## Security For Special Events- II

This is the final in a two-part series examining the special requirements for the safety and security of large entertainment events taking place in your venue or public areas.

In Part 1 we established the risks and the background so we know what to expect. The next stage in the process is determining what we need.

The most efficient and methodical way of doing this is by the preparation of an event security plan.



**An event security plan focuses on three stages:**

**1. The Pre-Event, 2. The Event, 3. The Post-Event**

### Pre-Event Security Plan

Pre-event planning should begin at least 8-16 weeks before the date of the event, if possible. For major international level events, pre-event planning may begin one to two years prior.

The focus of the pre-event security plan is to gather information, identify and assess risks and threats and determine responsibilities.

### Establish Key Partners

It is important to identify key partners for the event so early liaison can commence and to ensure that all stakeholders and approval authorities are consulted. These could include the police, fire, emergency medical services (EMS), transportation, public works, health, and other public agencies and the private sector such as sponsors, businesses affected by the event and those providing services to the event.

### Threat and Risk Assessments

Major events will require comprehensive threat and risk assessments for;

- Identifying potential threats, including common crimes (robbery, assault, etc.), fire, vandalism, natural disasters, protests, terrorism, or gangs.
- Gauging potential damages from such threats (impact analysis).
- Determining the likelihood that the problems will occur, and
- Developing cost estimates and actions to prevent the threats.

### Information Collection

This should be carried out by an experienced, qualified assessor to compile and review the available information.

Obtain the floor plans, utility layouts, evacuation plans, fire inspection

reports, etc. Extensive site surveys and observations should be made where there are shortfalls of available data.

Interviews with the event planners and the event promoters should be done to understand the nature of the performance and the anticipated crowd demographics to develop participant profiles.

### Disturbances and Other Crowd Control Issues.

For a security planner, demonstrations and protests are a major concern in some jurisdictions and a rare occurrence in others.

For festive and cultural events, the presence of alcohol or drugs are likely to increase the chances of disturbances. Any disruption to the event, such as a power failure, a major incident or a cancellation will trigger a reaction which can become serious if not properly handled.

Security planners must identify a lead coordinator for public information (e.g., public information officer) and the process for releasing information.

## Responsibility Areas

Determine responsibilities for the major special event planning and management tasks;

### 1. Determining and Acquiring the Security Workforce requirements:

- What are all the security assignments/posts that require staffing? (inner, middle, and outer perimeter; transit routes; etc.)
- How many personnel will be needed at each assignment/post?
- How many supervisors will be needed for each assignment/post? How long will shifts last (8 hours, 12 hours)?
- What different types of skill/support are needed (information technology, administrative support, dispatchers, bike patrol, etc.)?

## The Event Plan

All the information and decisions made that go into the Pre-Event Plan are used to develop the Event Plan. This plan is about execution during the event and details the arrangements put in place to ensure the security of the performers and the safety and behaviour of the audience and how to deal with incidents or issues as they arise. It is important that all stakeholders are briefed on the detail of the Event Plan and what their responsibilities are.



## What can Omnirisc do to help you!

We provide bespoke consultations for businesses and organizations on security and on various levels of vulnerability and risk assessments. We also provide event planning and physical security services.

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1. **Completion of the administration and logistics plan** (equipment return and inventory, removal of temporary barriers, accounting, billing, payment of overtime, etc.); and

2. **Debriefing and preparation of an after-action report.** This guideline report focuses on the following:

- For multi-day events, asking supervisors to prepare daily critiques of operations so that details are not forgotten.
- Conducting debriefings—interviews and/or surveys of supervisors, representatives, Police and key partners (fire/EMS, etc.)
- Preparing an after-action report that includes: Critiques of all operations e.g. field operations, access points, personnel, logistics, equipment, communications, training, etc.
- Details of deviations from the event security plan and reasons why.
- Recommendations—what to keep, what to change, how and why changes should be made.

**Where major incidents have occurred, the assistance of law enforcement agencies may be required for crowd control.**

## What Security Coverage is Needed?

The million-dollar question. What level of security coverage is needed for your special event? There are many factors at play when deciding on the appropriate level of security coverage. Some of these include:

- Identified Risk
- Venue design and layout
- Size/ demographics of audience
- Popularity of the performers
- Costs involved

***“It is vital that the event security planning team works closely with the venue management and event organizers to come to an agreement regarding the best level of security coverage.***

***Keeping in mind that the safety of the performers and the audience and spectators is paramount”***