WORKSHOP

STAYING AHEAD OF THE STORM FRONT: DEVELOPING CONTINGENCY PLANS TO MITIGATE SEVERE WEATHER RISKS FOR YOUR CONCERT SERIES

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Event Risk Management Solutions (ERMS)

March 28, 2025

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Workshop Overview

- Welcome & Introductions

- The Why – Emergency Management planning & preparing for Adverse Events

- Developing your Emergency Response Procedure (ERP) – Severe Weather & Evacuation

  - Risk Analysis

  - Decision Support Tools

  - Evacuation planning

  - Communications & Messaging

- ERP template

- Customizing your Levitt network Pocket Guide

- Wrap-up & Key Takeaways

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Workshop Learning Outcomes

Aim: to provide you with the knowledge and tools to enhance your team's capability and preparedness to respond to, and recovery from severe weather events during your concert series.

Learning Outcomes:

(1) Apply risk management principles to conduct a severe weather risk analysis.

(2) Demonstrate an understanding of risk-based approaches to support decision making for severe weather events.

(3) Develop the confidence to prepare a severe weather and evacuation ERP for your concert series.

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The Why: Emergency Management Planning Principles for Adverse Events

STORM STOPS THE MUSIC
MANHATTAN, KS
abc7
#abc7eyewitness

1. Plan

2. Prepare

3. Respond

4. Recover

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6 Good Reasons to 'memorialize' Emergency Response Plans/Procedures

1) Considered industry best practice

2) To meet your Duty of Care as an event organizer

3) Builds team capability, confidence & resilience

4) Enhances guest safety & experience

5) Reduces civil liability exposure

6) Enhances protection of Brand & Reputation

1. Plan

2. Prepare

3. Respond

4. Recover

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Levitt Network 5-year Risk trend analysis: 2019-2023

Levitt network top 5 risks

1. Active shooter
2. <mark>Severe weather triggers evacuation</mark>
3. Concert cancellation (weather related)
4. People experiencing houselessness or people with mental health conditions
5. Funds raised do not meet budgeted expenses

Most frequent incidents

1. <mark>Concert cancellation - severe weather related</mark>
2. Communicating sudden change of plans to the public
3. Engaging people experiencing houselessness or people with mental health conditions
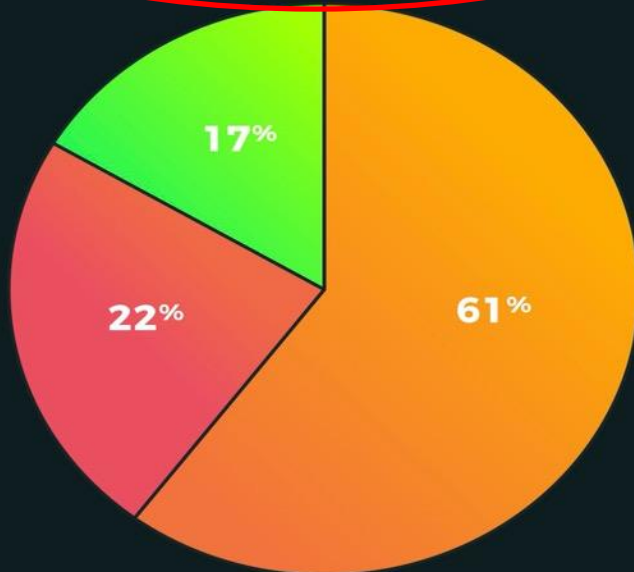4. Artist cancellation
5. Severe weather triggers evacuation

Preparedness Self Assessment: Levitt Grantees		
Plans, Policies & Procedures	AMP sites	Levitt venues
Risk management plans	13%	53%
Event security	29%	53%
Emergency response	35%	60%
Evacuation	16%	80%
Shelter-in-place	10%	53%
Active shooter response	10%	80%
Severe weather	58%	73%
Crowd management	13%	40%

1

78% of Event Directors / Managers consider themselves "Mission-ready" or "Somewhat ready"

yet...

59% don't conduct evacuation drills and 37% admit that they don't have an evacuation plan.

- 17%
- 61%
- 22%

■ MISSION READY ■ SOMEWHAT READY ■ NOT READY

2

56% have had slips and falls causing injury

29% have had a weather related evacuation

17% have had a crowd safety incident

15% have had a death or serious injury

11% have had a temporary structure collapse

But.. 75% don't do any emergency response training with their event workers or volunteers

and 37% don't do incident management training with their team.

3

45% consider their risk management processes to be "Mature"

yet...

Only 18% have up-to-date risk management plans.

21% admit that they don't have a plan at all (and 14% aren't sure)

45%	41%	14%

■ MATURE ■ EMERGING ■ AD HOC

Discussion Exercise #1

- In your group, discuss what elements should be included in a **severe weather ERP.**

- Designate a spokesperson to brief your key discussion findings.

- Identify one representative who would like to share their severe weather experiences during their concert series.

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Developing your Emergency Response Procedure (ERP): Severe Weather & Evacuation

- Risk Analysis

- Decision Support Tools

- Evacuation Planning

- Communications & Messaging

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Severe Weather Risk Analysis

Risk Management

…the identification, assessment, and prioritization of risks, followed by the coordinated and economical application of resources, to minimize, monitor, and control the probability and/or impact of unfortunate events.

Risk

…the potential for an **unwanted outcome resulting from an incident, event, or occurrence**, as determined by its **likelihood** and the associated **consequences** (impact or harm).

Threat

…natural or **man-made** occurrence, individual, entity, or action that **has or indicates the potential to harm** life, information, operations, the environment and/or property.

Hazard

…a **potentially damaging** physical event, phenomenon or human activity *(errors, omissions)* **that may cause** the loss of life / injury or damage to property.

US Dept. Homeland Security. (2011) *Risk Lexicon*

Severe Weather
Risk Assessment

Risk Statement: Severe weather forecast or event triggers the decision to cancel the concert and evacuate the venue.

1) What could happen / **go wrong**?

2) What could **cause** it to happen?

3) How **likely** is it to occur?

4) What are the potential **consequences/impacts** ?

5) How can we **reduce the likelihood** of the risk occurring if it occurs, how can you **reduce the severity of impact/harm ?**

Thunderstorms	Heat Waves	Flash Floods	Hurricanes
Hail	Flooding	Tornadoes	Wildfires

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Severe Weather Impact Analysis

- Delay, interruption or cancellation

- Revenue loss

- Infrastructure, technology & equipment loss/damage

- Minor to serious injuries to mass casualty incident (MCI)

- Reputational damage

- Loss of confidence – city officials, sponsors & community

- Insurance claim

- Exposure to Premises Liability & Negligent Security lawsuits

Indiana State Fair stage collapse (severe thunderstorm) August 13, 201. 7 fatalities & 57 injured. $50 million lawsuit settlement.

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High Winds

Event Team Considerations: High Winds

- Weather monitoring & risk assessment (RAG trigger chart) – <mark style="background-color:red">High</mark> (**R**ed) <mark style="background-color:yellow">Moderate</mark> (**A**mber) & <mark style="background-color:lightgreen">Low</mark> (**G**reen)

- Weather forecast updates (hourly?) to event team & other stakeholders

- Check ballasting / secure temporary infrastructure/overlay – tents etc

- Remove scrim/wrap 'branded look' from fences, stages & other temporary structures

- Production checklist for vulnerable high value equipment & systems – mobile stages, sound equipment etc

- Decision matrix:

    - Delay

    - Postpone

    - Interrupt program – 'show stop'

    - Cancel concert

- Communication & notification plan

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Severe Winds & Hail: 'Risk Velocity Triggers' & Decision Matrix

➡ Severe Thunderstorm Warning *Thunderstorm with hail quarter size or larger and/or wind over 58 mph is imminent*	0 to 40 minutes before storm (average is 22 minutes) *via web page, email, text alert, Weather Radio, TV*	• Immediately move all people indoors • If wind 70+ mph, hail 1.75+ inches: also immediately move to shelter areas, closing all doors behind you. For duration of storm: • Remain indoors or in shelter • Monitor information sources for updates
➡ Tornado Warning or tornado spotted nearby *Tornado is likely or imminent*	0 to 30 minutes before tornado (average is 11 minutes) *via web page, email, text alert, Weather Radio, TV*	• Immediately move to designated shelters, closing all doors behind you. While in shelter: • Try to find a location that will protect you from debris. Monitor information sources for updates

Source: NWSDVN_eventplanning_guide.pdf (weather.gov)

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Rain, Hail & Lightning

Event Team Considerations: Rain, Hail & Lightning

- Weather monitoring & risk assessment (RAG trigger chart) – High (**R**ed) Moderate (**A**mber) & Low (**G**reen)

- Weather forecast updates (hourly?) to event team & other stakeholders

- Guest safety

- Protection of site infrastructure, equipment and electrical systems vulnerable to the effects of rain, hail and lightning

- Decision Matrix:

    - Delay

    - Postpone

    - Interrupt program – 'show stop'

    - Cancel concert

- Communication & notification plan

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Extreme Heat

Heat & Humidity Indices: Assessing the Risk
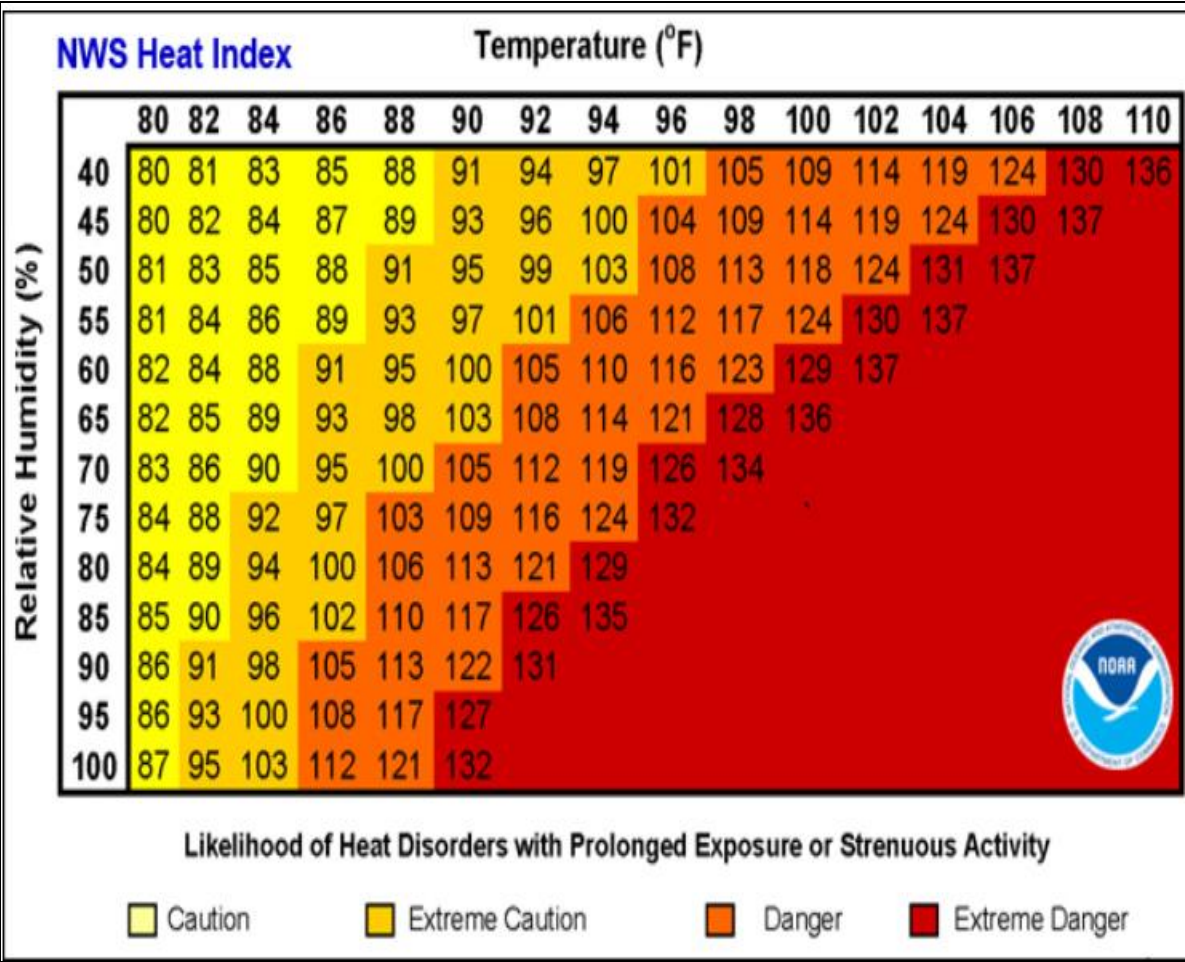
ACSM Risk Category	Wet Bulb Globe Temp	NWS Heat Index Temp
Dangerous Zone	>90°F	>115°F
Very High Risk Zone	82 - 90°F	98 - 115°F
High Risk Zone	73 - 82°F	80 - 98°F
Moderate Risk Zone	65 - 73°F	65 - 80°F
Low Risk Zone	< 65°F	< 65°F

Classification	Heat Index	Effect on the body
Caution	80°F - 90°F	Fatigue possible with prolonged exposure and/or physical activity
Extreme Caution	90°F - 103°F	Heat stroke, heat cramps, or heat exhaustion possible with prolonged exposure and/or physical activity
Danger	103°F - 124°F	Heat cramps or heat exhaustion likely, and heat stroke possible with prolonged exposure and/or physical activity
Extreme Danger	125°F or higher	Heat stroke highly likely

https://www.weather.gov/ama/heatindex

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Event Team Considerations: Extreme Heat

- Weather monitoring & risk assessment (RAG trigger chart) – High (**R**ed) Moderate (**A**mber) & Low (**G**reen)

- Weather forecast updates (hourly?) to event team & other stakeholders

- Guest safety

- Message attendees & event team to hydrate regularly

- Increase number of onsite EMTs / First Aiders

  - Monitor guest & event team for heat illness signs

- Misting systems & fans

- Increase number of water stations/ offer free water

- Shade & shelters

- Decision Matrix

  - Delay concert programming start time or reduce time

  - Relocate to alternate indoor venue

  - Cancel

- Communication & notification plan

AMP Colusa, CA – June 2024

Concert Site Asset Vulnerabilities

Discussion Exercise #2

Identify essential / mission critical concert assets[1] which may be vulnerable to severe weather threats.

An asset whose loss or degradation would have a severe adverse impact on the functioning, continuity, or safety of an operation, organization, or event.
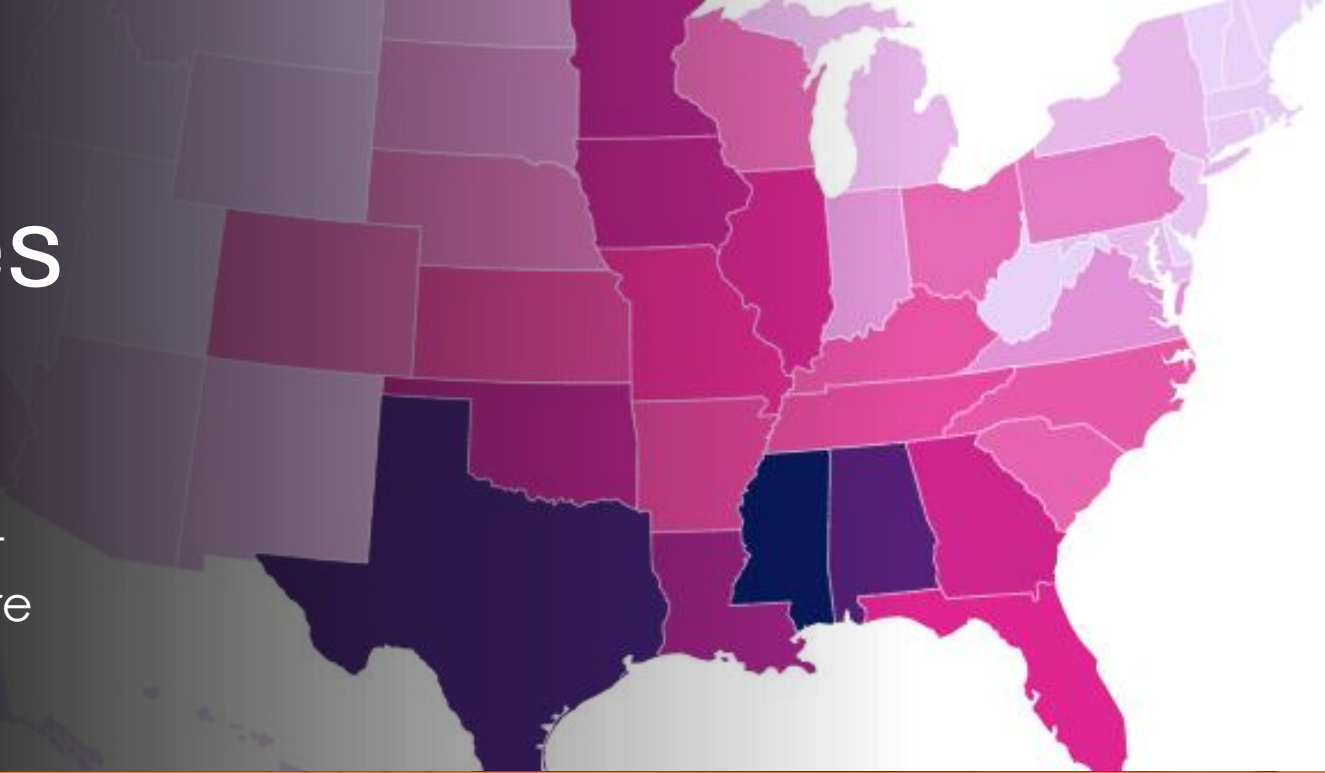
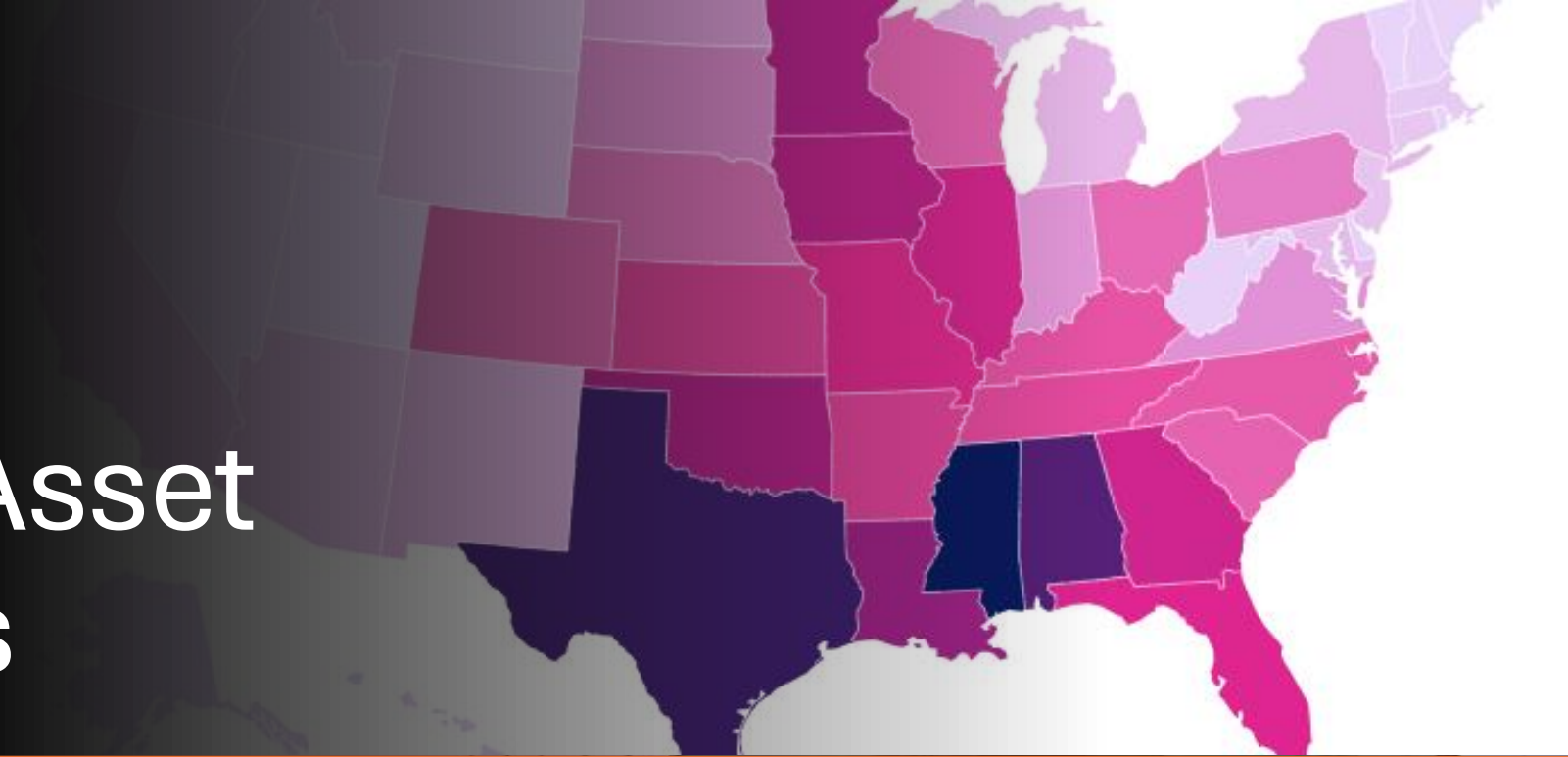# Concert Site Asset Vulnerabilities

Guests

Power

Temporary Staging

Production Technology

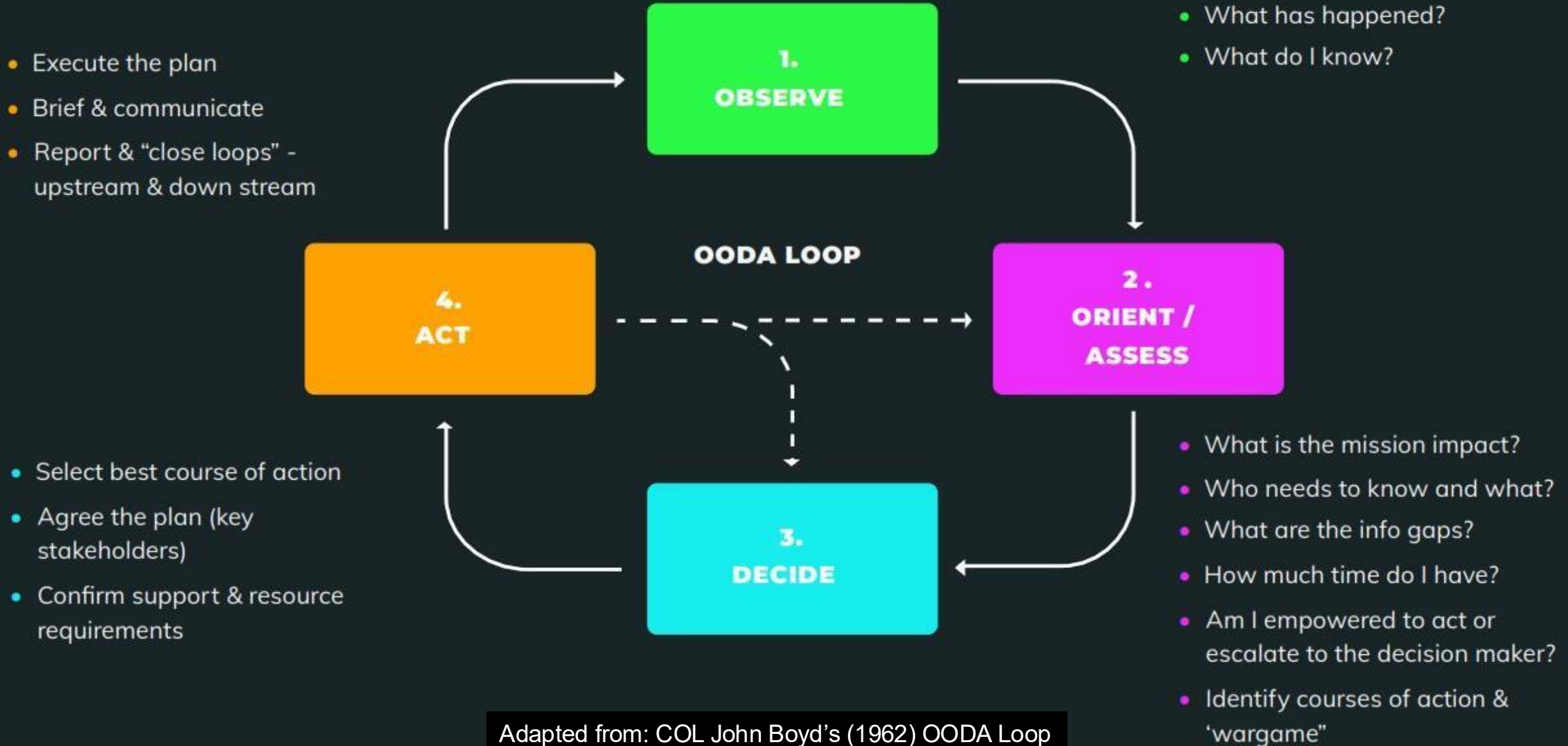Tents & Portable bathrooms

Food & beverage

Severe Weather Risk Assessment Matrix 'RAM'

RISK DESCRIPTION	HAZARDS/THREATS	IMPACT ASSESSMENT	RISK MITIGATION STRATEGIES
Severe weather forecast triggers the evacuation of the venue / AMP site during the concert	• Severe thunderstorms • High winds • Heavy rain • Lightning • Tornado • Extreme temperatures • Hailstorms	• Delay, interrupt, postpone and/or cancel the event (DIPAC) • Revenue or financial loss • Infrastructure damage • Injuries ranging from minor to serious to mass casualty incident • Civil liability exposure • Brand damage & sustained media interest • Insurance claims	• Weather monitoring • ERP • Training • Command & Control • Communication protocols • Readiness exercises • Medical response • Decision Matrix

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Severe Weather Decision Support Tools

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Decision Making under Volatility & Uncertainty

- Execute the plan
- Brief & communicate
- Report & "close loops" - upstream & down stream

OODA LOOP

1. OBSERVE

4. ACT

2. ORIENT / ASSESS

3. DECIDE

- What has happened?
- What do I know?

- Select best course of action
- Agree the plan (key stakeholders)
- Confirm support & resource requirements

- What is the mission impact?
- Who needs to know and what?
- What are the info gaps?
- How much time do I have?
- Am I empowered to act or escalate to the decision maker?
- Identify courses of action & 'wargame"

Adapted from: COL John Boyd's (1962) OODA Loop

Weather Monitoring & Situational Awareness

Weather Forecast Technology: Situational Awareness & Data-Driven Decision Support
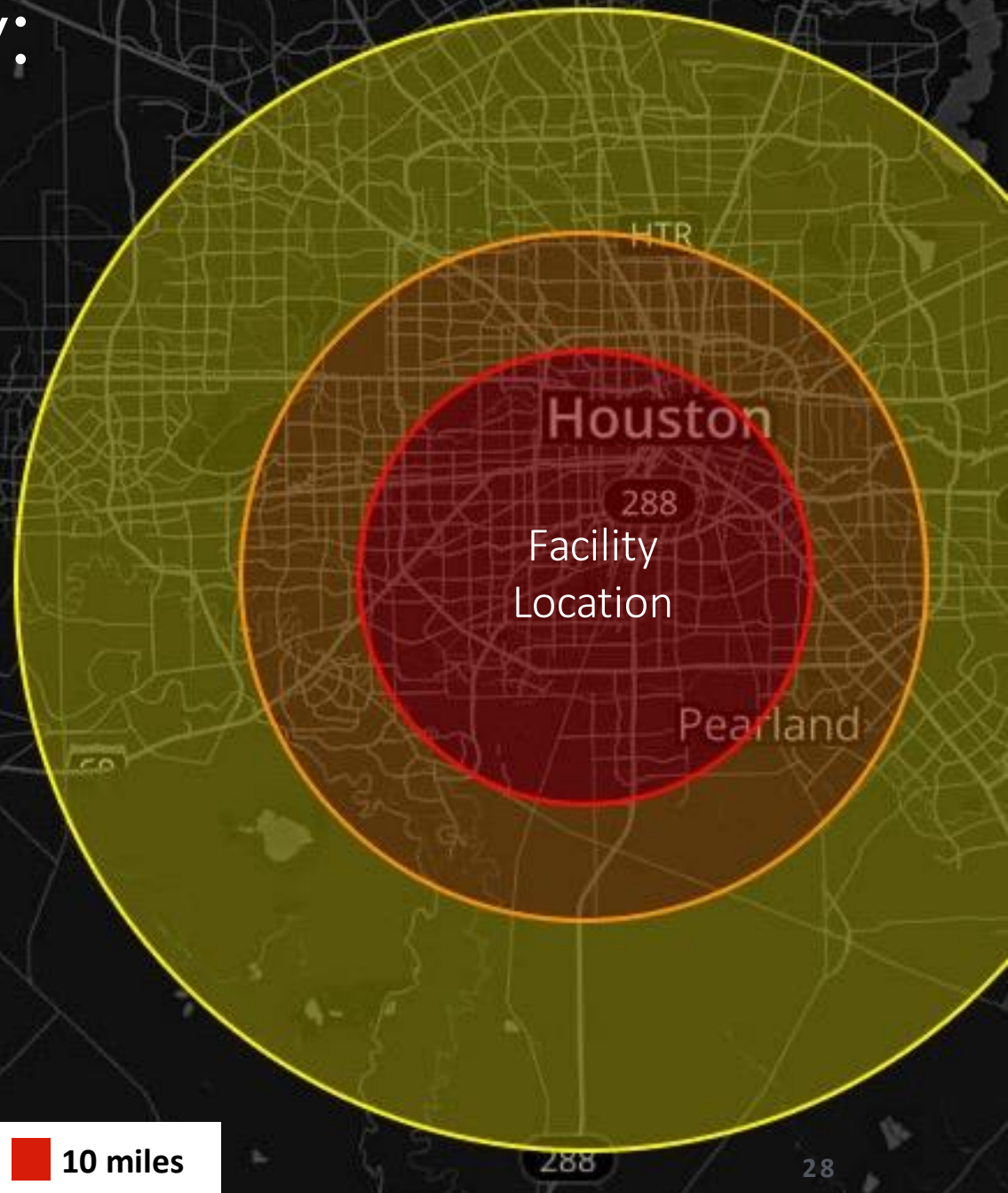
National Weather Service
www.weather.gov

Facility Location

| 25 miles | 15 miles | 10 miles |

ANSI ES1.7 - 2021,
Event Safety Requirements - Weather Preparedness

Approved by the ANSI Board of Standards Review on 08 March 2021

ES/2019-20010r2

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Severe Weather Risk-Based Decision Support Matrices

THREAT	ALERT METHOD	FIELD (STAGE)	PARKING	MARKETPLACE	SPECTATOR SEATING	VIDEO PRODUCTION	TICKETING
TORNADO ACTIVITY	1 long air horn blast + staff radio communication with PA announcement	**IMMEDIATE RETREAT TO NEAREST DESIGNATED SHELTER AREA**					
SURFACE WINDS IN EXCESS OF 40 MPH OR TORNADO WARNING	1 long air horn blast + staff radio communication with PA announcement	**ORGANIZED EVACUATION IN ACCORDANCE WITH EVENT EVACUATION PLAN**					
WINDS 30 MPH OR GREATER	Text, radio, PA	Move under stadium	Return to bus	Move under stadium	Move under stadium or return to vehicles	Add bracing cables or prepare to lower to floor/ground	Stay in box office
LIGHTNING PER ASSESSMENT CRITERIA	Text, radio, PA	Move under stadium	Return to bus	Move under stadium	Move under stadium or return to vehicles	N/A	Stay in box office
WINDS 26-30 MPH	Text, radio	Move under stadium	Return to bus	Move under stadium	Move under stadium or return to vehicles	Check rigging	Stay in box office
WINDS 20-25 MPH	Text	Move under stadium	Return to bus	Move under stadium	Move under stadium or return to vehicles	Check rigging	Stay in box office
STORM/LIGHTNING TRACKING TOWARDS SITE (WITHIN 20 MILES)	Text	Monitor	Monitor	Monitor	Monitor	Check rigging	Monitor
RAIN EVENT TRACKING TOWARDS SITE (WITHIN 20 MILES)	Text	Monitor	Monitor	Monitor	Monitor	N/A	Monitor
ALL CLEAR	Text, radio, PA	**WEATHER IS ALL CLEAR, RESUME NORMAL SHOW ACTIVITIES**					

Music Festival Severe Weather Risk Assessment

MWN Weather Planner
Beale Street Music Festival
April 29 – May 1, 2016
MEMPHISWEATHER.NET

Last updated: 4/25/2016 12:51	MON 4/25	TUE 4/26	WED 4/27	THU 4/28	FRI 4/29
Wind Speed	13	13	15	10	10
Wind Gusts	20	20	24	--	--
Lightning	None	None	Expected	None	Possible
Small Hail	None	None	Possible	None	None
Large Hail	None	None	Possible	None	None
High Wind	None	None	Very Low	None	None
Tornado	None	None	Very Low	None	None
Rain Potential	None	0.05"	1.50"	0.05"	0.75"
Max Heat Index	83	85	82	85	83

	MON	TUE	WED	THU	FRI
High Temp	83	84	80	85	82
Low Temp	61	67	68	66	62
Precip Chance	0%	10%	80%	10%	40%
Wind Direction	S	S	S	SW	S
Wind Speed	13	13	15	10	10
Wind Gusts	20	20	24	--	--
Precip Amount	0"	0"	0.75"	0"	0.40"

Forecaster: Erik Proseus, 901-491-4777

Legend

Weather	Green	Yellow	Red	Purple
Wind Speed	< 15 mph	15-25 mph	26-35 mph	> 35 mph
Wind Gusts	< 20 mph	20-30 mph	31-40 mph	> 40 mph
Lightning	None	Possible	Likely	Expected
Small Hail (<1")	None	Possible	Likely	Expected
Large Hail (1"+)	None	Possible	Likely	Expected
High Wind Risk	None	Very Low	Low	Mod-High
Tornado Risk	None	Very Low	Low	Mod-High
Rain Potential	< 0.1"	0.1-0.5"	>0.5-1.0"	>1"
Max Heat Index	< 90 F	90-96 F	97-104 F	>104 F

Concert Evacuation Plans

Severe Weather

Active Shooter

Suspicious Package (IED)

* Drone photo courtesy of Dayton Police Dept.

Levitt Dayton, June 2024

Aircraft in War
caution

0.0mph   0.5mph
H 237ft D 334ft

86   10'15"   RC
                HD

Levitt Dayton, OH

DIM-ICE Model: Crowd Management Principles for Evacuation Planning

DIM - planning of space & event operations:

- **Design** – how the physical environment (routes, site layout, infrastructure etc)influences crowd movement.

- **Information** – what people are told, when, and how. Clear, consistent, and timely information influences how crowds behave.

- **Management** – operational roles of event staff during an evacuation – directing, communicating etc

ICE- the movement of guests throughout the concert site:

- **Ingress** – how your guests enter the concert site

- **Circulation** – guest movement around and inside the concert site

- **Egress** – guest movement at the end of the concert / during an evacuation

Prof. Dr. G. Keith Still https://www.crowdrisks.com/

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Evacuation Planning Considerations

AMP Carson City, NV – June 2024

… to allow people to move from a real or perceived hazard event to a location of relative safety
Tubbs & Meacham, 2007

- Identify emergency egress routes –primary & alternate (* ADA mobility)

- Identify EAA locations - **E**mergency **A**ssembly **A**reas

- Roles & responsibilities of the event team

- Communications, alerts & notifications (** accessible & inclusive)

- Re-entry protocols after evacuation

- Ensure egress routes are free from hazards e.g. trip hazards and vehicle traffic

- Consider luminated signage (night)

- Event staff 'visibility'

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How to calculate Evacuation Timings

$$T_{\mathbf{E}\text{vacuation}} = (t_{\mathbf{a}\text{lert}} + t_{\mathbf{d}\text{ecision}} + t_{\mathbf{n}\text{otification}} + t_{\mathbf{r}\text{esponse}} + t_{\mathbf{t}\text{ravel}})$$

1) **t(alert)** to decision maker - 3mins

2) **t(decision)** to initiate evacuation – 5 mins

3) **t(notification)** to security & event team – 5 mins

4) **t(response)** notification to guests & time to respond/act – 3 mins

5) **t(travel)** = 200ft/min (ADA @ 100ft /min) – 10 mins [2,000 ft]

E_{DT} = **26 mins**

Source: adapted from Tubbs & Meacham, 2007

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Other Considerations

- Training
- Command & Control
  - Roles & responsibilities
  - Directing the crowd
  - Visibility' of staff
- Communications:
  - Alerts & notifications – event team, guests, artist & vendors
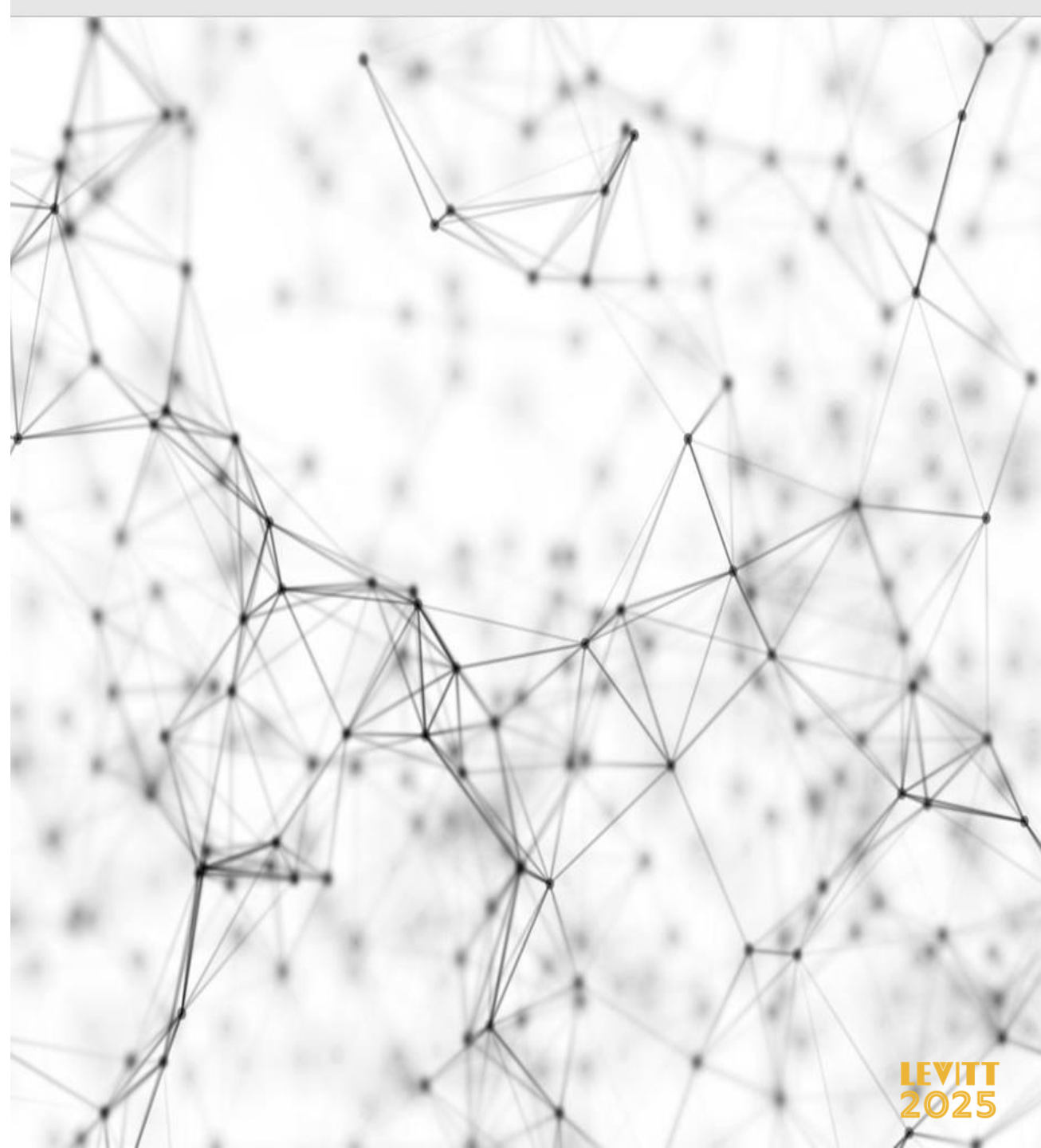 - Police, Fire & EMS
- Recovery – recommencing the concert

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BEALE STREET ENTERTAINMENT DISTRICT
EVACUATION PLAN OVERLAY

Event C4: Command, Control, Communications & Coordination

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Essential elements of effective Communications

- **WHO** is being communicated with?

- **WHAT** needs to be communicated?

- **WHEN** will the information be communicated?

- **WHERE** will the information be communicated?

- **HOW** often does the information need to be communicated?

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Event Team C3: Pre-concert Briefs , Alerts & Notifications

AMP Colusa, CA – June 2024

5 Law enforcement

4 Private security

3 ED/Ops Manager

2 Event staff lead

1 Volunteer/ Team member

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Scripting Emergency Messaging: 27-9-3

27-9-3 guidelines provide a map for creating three concise soundbite-length messages (points) for guest & media communications:

- 27 words total

- 9 seconds

- 3 messages (points)

- **1 – 3 – 2:** Key messages (points) are typically remembered in this order, prioritize information accordingly

- Language should be simple & clear

- Messages should begin with an **opening statement**, provide a preamble, consider EDI; opportunities to indicate empathy, caring, and compassion

Key Message (Point) 1 (9 words on average)	Key Message (Point) 2 (9 words on average)	Key Message (Point) 3 (9 words on average)
Alert! There is an active shooter near the venue.	We will provide updates as soon as available.	Please remain calm and in the seating area.

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Breakout group exercise: scripted incident messaging
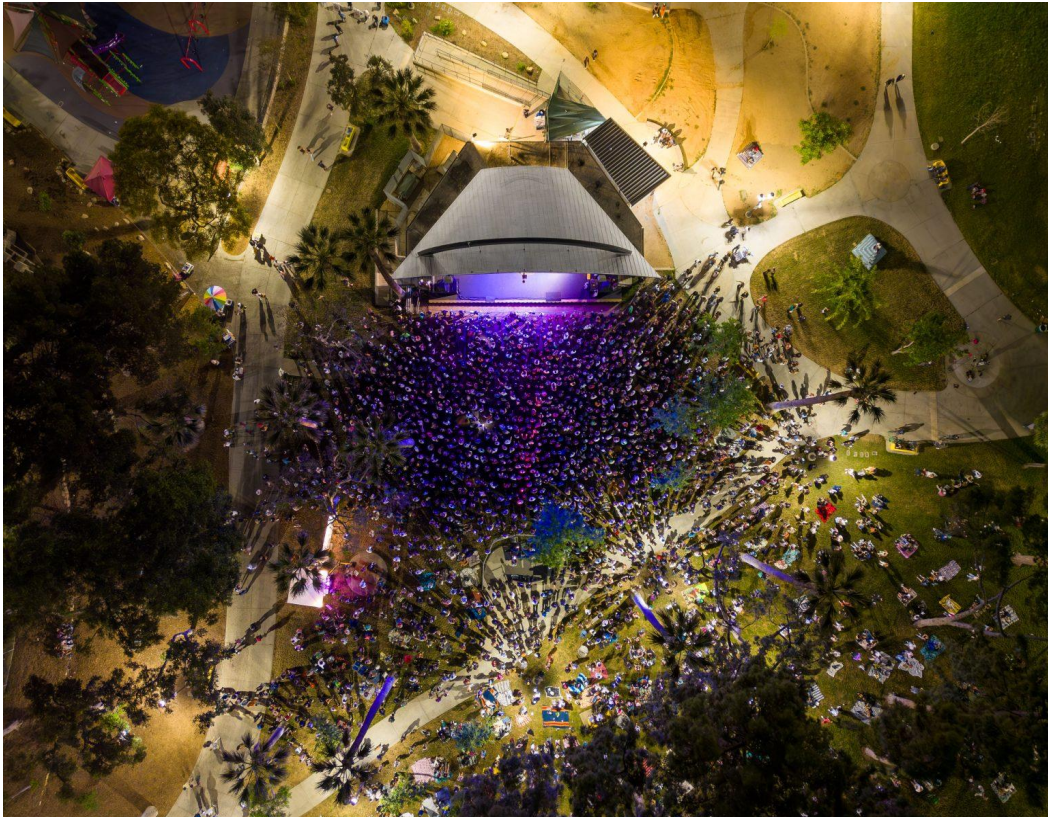
- In your group, you have <u>10 mins</u> to discuss & draft your concert/event script based on the 27-9-3 guideline, allocated themes by room are:
  - **Group 1**: pre-event cancellation of concert
  - **Group 2**: emergency evacuation
  - **Group 3**: concert disruption due to loss of power
  - **Group 4**: Severe weather alert

- Designate a spokesperson to brief your 'message script'

Example: Active shooter incident within vicinity of your Concert

Key Message (Point) 1 (9 words on average)	Key Message (Point) 2 (9 words on average)	Key Message (Point) 3 (9 words on average)
Alert! There is an active shooter near the venue	We will provide updates as soon as available	Please stay calm and in remain within the venue

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Examples of Scripted incident messaging

 # 1. Severe weather alert: Due to a severe thunderstorm alert, the concert scheduled at the Levitt tonight has been cancelled. Please stay safe out there!"; alternate - "Due to issues beyond our control…"

 # 2. Emergency evacuation: Alert! Due we are asking everyone to evacuate the venue and return to your cars or to ==(location)== to shelter-in-place. Please remain calm and move safely out of the area."

#3. Concert disruption due to loss of power: "We have temporarily lost power to the venue. Please stay calm, remain within the venue, and look for updates via social media."

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Concert Evacuation Planning
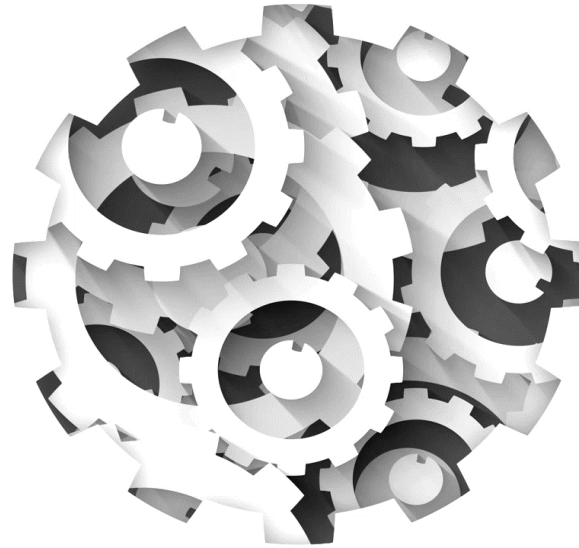Discussion Exercise

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Aircraft in Warning Zone: caution

Levitt network Resources, Tools & Templates

Severe Weather ERP, Levitt network Pocket Guide
& Resource Toolkit

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What is this ERP?	SEVERE WEATHER & EVACUATION
Where is it applied?	Levitt insert name
Why is this ERP required?	The aim of this ERP is to outline the steps and actions to ensure a timely and coordinated response by event staff in the event of a severe weather forecast and/or alert during the 2025 concert series.
What is Risk & What are the Threats / Hazards	**Risk Statement[1]**: Severe weather forecast prior to concert and/or during the concert triggers the decision to cancel the concert and/or evacuate the concert site in order to ensure that our guests and staff are not unduly exposed to unsafe conditions. **Severe weather threats:** [2] • Thunderstorms • etc •
Who leads the response?	**Incident Management Team (IMT)[3] Roles & Responsibilities:** [4] • Executive Director. • Operations Manager. • Event staff & volunteers. • Security.
Priority of Response [5]	1) Life Safety 2) Decision Analysis -decide & act: (1) Postpone (prior to concert), (2) 'show stop' (stop / interrupt concert programming), (3) Concert cancellation. 3) Notification to event team & stakeholders 4) Public announcements

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[1] A **risk statement** is a clear, concise articulation of a specific risk. It outlines the potential *threat*, the *cause*, and the *consequence* if the risk were to materialize. The goal is to frame the risk in a way that allows stakeholders to understand it, evaluate its impact, and decide on appropriate mitigation or control measures.

[2] List all severe weather hazards and frequency based on historical concert series data.

[3] **The Incident Management Team (IMT)** is responsible for leading the coordinated response to any emergency or disruptive incident during the event. Their role includes assessing risks in real time, making critical decisions, activating contingency plans, managing communications, liaising with emergency services, and ensuring the safety of attendees, staff, and assets. The IMT operates under a clear command structure to maintain control, minimize harm, and restore normal operations / concert programming as quickly and safely as possible.

[4] Based on your event staffing model (full-time, volunteers and contractors) describe the role and responsibility for each. It's likely that the roles & responsibilities for be similar for all ERPs.

What is this ERP?	SEVERE WEATHER & EVACUATION		
Location of First Aid Equipment & Resources [6]	• First Aid staff location / First Aid tent • AED • First Aid kit & Stop the Bleed Kits.		
Onsite First Aid [7] **Staff / EMTs**	• First Aid event staff & security. • EMTs.		
Nearest Public Safety & Medical Facilities [8]	• Fire & EMS. • Hospital / ER.		
How is the ERP implemented: Steps to be Taken Roles Responsibilities and Actions	**1. NOTIFICATION**	**Weather Alert** (1) Contact 911 and event staff / Executive Director[9]	
	2. DECISION		

	3. ALERT & COMMUNICATE	**Event Staff & Stakeholder Alerts**
		• By who & by what means
		Public Announcements - Concert Site & Social Media
		• **Responsibilities:**
		  • Concert Public Announcement: insert title / role (including alternate person)
		  • Social Media Release:
		  • Assess the situation (observe and orientate)
		• **Pre-scripted Message**
		Ladies and gentlemen, due to severe weather alert for this area, the concert programming will now be cancelled.
		We are asking everyone to evacuate the site and make your way to your nearest safe shelter.
		Please follow the directions of our event staff and security. Stay safe and we look forward to seeing you at the next Levitt Concert.	

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[6] Include location & brief description of medical supplies; it is also helpful to include a site map with locations as an annex to the ERP.

[7] Add information on first aid / EMT staffing levels for your concert/event.

[8] Add address and distance to nearest medical facilities and public safety facilities, include typical response time, if known.

[9] Who is contacted and in what sequence should be aligned to your event escalation communications procedure

What is this ERP?	SEVERE WEATHER & EVACUATION	
4. EVACUATION COORDINATION / CHECKLIST	**Event Team** (as directed /tasked by ED or designee). • Executive Director/Event Manager confirms the requirement to initiate concert evacuation: • Issue evacuation instructions to event team, production staff and security /police (if present); event team deploys to pre-assigned locations. • Notify/coordinate with local authorities, police and emergency services. • Public announcement to attendees and vendors through pre-scripted messages – video boards & PA announcements. • Event staff direct crowd movement and assist individuals with disabilities or mobility challenges; reassure attendees with positive communication. • Event staff monitor and report progress of crowd evacuation and clearance of venue. • Post evacuation: Executive director / event manager accounts for all staff and volunteers. • Conduct post evacuation debrief & after action review.
5. RECOVERY / RESUME CONCERT[10]	• Confirm decision to recommence programming or cancel show • Brief and task event staff; update other stakeholders (e.g. vendors and artists) • Release public announcements /messaging via all communication channels (mainstream media and social media) - as appropriate to the nature of the incident/emergency[11] • Coordinate post incident debrief and report (after action review & incident report)

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[10] A list of considerations / decisions to be taken to return to concert programming and event operations after the incident/situation has been stabilized and/or resolved. These steps may also occur in parallel to the response phase.

[11] Briefly describe your communications plans and actions including who is responsible. Also consider external stakeholders who should also be informed e.g. Board members and the Levitt Foundation. Who is informed and when is typically aligned to the severity levels of the incident and/or pre-determined scenarios or incidents which have been discussed with relevant stakeholders.

What is this ERP?	SEVERE WEATHER & EVACUATION	
Annexes:	A. Incident Management Team (IMT) Contact List B. Concert Site Evacuation Plan Overlay	

Levitt Network

Event Safety & Security Pocket Guide

December 7, 2024

LEVITT 2025

Levitt Network

Event Safety & Security Pocket Guide

December 7, 2024

LEVITT 2025

Levitt Network
Event Safety & Security
'Toolkit' and Resource Library

Last revised: November 30, 2024

The Levitt network
Event Safety & Security Toolkit

The Levitt network event safety and security toolkit has been developed to provide an online 'knowledge library' for Levitt teams to readily access the 2024 event safety and security training program sessions, industry standards and guidelines, templates, and actionable tips to enable the Levitt network to develop event safety and security procedures, checklists and training packages to support the planning and delivery of safe and inclusive concert environments for their staff, attendees and stakeholders.

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Table of Contents

The toolkit consists of the Levitt network Event Safety and Security Pocket Guide and five theme-based sections:

I.   Event Risk Management

II.   C3 – command, control and communications

III.   Event Safety

IV.   Event Security

V.   Event Team Readiness

Each section will include:

- Recorded training session from the 2024 training series (as applicable)
- Tools and templates
- Industry standards and guidelines
- References for further reading
- Online resources & links

Where possible and available, hyperlinks have been embedded to the respective resources.

Key take-aways

  …preparedness and resilience are not merely actions; they are attitudes. Success begins with a mindset ready to adapt, overcome, and thrive…

Unknown

1) 'Memorialize' your plans & procedures

2) Evacuation plans don't have to be complicated – plan on a page !

3) Develop a Severe Weather Decision Matrix & RAG Risk Assessment (Red, Amber & Green)

4) Revise your ERPs before the start of the concert series

5) Train your team, practice your plans

Carson City, NV – June 2024

Resources & References

Levitt network Resource Toolkit

NWSDVN_eventplanning_guide.pdf (weather.gov)

https://www.weather.gov/ama/heatindex

Event Safety Alliance (2014) The Event Safety Guide Ch 6 Communications (pp.76-84)

DHS (2011) Protective Measures Guide for the US Outdoor Venues Industry Ch4. Special Considerations – Hazardous Weather (pp.43-44).

Event Safety Alliance (2014) The Event Safety Guide

- Ch3. Major Incident (Emergency) Planning (pp. 26-34)
- Ch9 Crowd Management (pp.103-117)

Australian Institute for Disaster Resilience (2018) Handbook 15: Safe and Healthy Places Chapter 3: Incident and Emergency Planning (pp. 23-32).

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UP NEXT:

ENJOY A BREAK!

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