

Central
Bedfordshire

great
communities



Severe weather information for event organisers

A great place to live and work.

Find us online  www.centralbedfordshire.gov.uk  www.facebook.com/letstalkcentral  [@letstalkcentral](https://twitter.com/letstalkcentral)

Advice

As a responsible Event Organiser, you will want your event to be both successful and safe. Central Bedfordshire Council shares this aim, and it is hoped that the severe weather information contained in this guide will assist you in achieving this.

When considering the impact of severe weather on your event, the following factors are worth bearing in mind:

Issues to think about in severe wet weather:

- Parking on grassy areas and fields, especially where there are natural slopes or embankments.
- How to get stuck vehicles out
- Use of temporary roadways
- Is your event on a flood plain or do certain areas suffer from surface water flooding? – do you receive the Environment Agency Flood Warning Alerts and know what action you will take on receipt of Alerts? These can be obtained by signing up for them at www.environment-agency.gov.uk/homeandleisure/floods/31618.aspx
- How to get traders and artists in and out of muddy sites
- Reviewing and Increasing your first-aid/medical services provision as appropriate
- Emergency protocols for cancellation before or during the event, including communication of key messages to event spectators and/or participants as necessary
- What steps can be taken to help dry out saturated or muddy areas e.g. provision of hay , use of temporary metal roadways etc.
- Emergency services access and egress
- Health and safety of own staff/volunteers, e.g. provision of appropriate PPE, safe systems of work in wet weather, outdoor and lone-working risks.

Do you receive the Environment Agency Flood Warning Alerts and know what action you will take on receipt of Alerts?

Issues to think about in severe hot weather:

- Water provision and access
- Provision of shade for staff & spectators, particularly for events of long duration, and provision of shade for animals where appropriate e.g. county shows etc.
- Provision of heat safety advice to event attendees (see further information below)
- Reviewing and Increasing your first-aid/medical services provision as appropriate
- Are open water areas adequately supervised to ensure no swimming? Further guidance on the risks from inland waterways can be found in the RoSPA report at www.rospace.com/leisuresafety/Info/Watersafety/inland-waters-risk-assessment.pdf
- Emergency protocols for cancellation before or during the event
- Health and safety of own staff/volunteers e.g. suitable clothing and sun protection measures, provision of drinking water, outdoor task rotation and duration, rest breaks and shade etc.





Issues to think about in severe cold weather:

- Is access to open water areas adequately supervised and/or restricted to ensure people don't play on the ice
- Vehicle access and egress – road and path gritting if necessary
- Design parameters for your Temporary Demountable Structures e.g. marquees etc i.e. design maximum snow loading for such structures, and measures to remove any snow accumulations.
- Slip and cold exposure risks to spectators and event participants as appropriate.
- Health and safety of own staff/volunteers e.g. appropriate PPE, rest breaks and temperature of staff rest facilities, outside temperatures and outdoor activities including task type, duration and rotation

Issues to think about if severe wind forecast:

- Structural safety of Temporary Demountable Structures (TDS) e.g. marquees, stages (especially with side curtains) etc.
- Design parameters for your TDS, especially maximum design wind loading
- Safety of outdoor tasks in severe wind conditions including task type, duration and rotation.
- Emergency protocols for cancellation before or during the event including communication of key messages to event spectators and/or participants as necessary
- Health and safety of own staff/volunteers e.g. appropriate PPE, rest breaks and temperature of staff rest facilities, outside temperatures and outdoor activities

Potential Advice to Provide to the Public in Hot Weather

Looking after yourself in heatwave

For some people, hot weather can cause serious health problems. Those at risk include:

- Older people, especially those over 75
- Babies and young children
- People with serious mental health problems
- People on certain medication
- People with a serious chronic condition, particularly breathing or heart problems
- People who already have a high temperature from an infection
- People who misuse alcohol or take illicit drugs
- People with mobility problems
- People who are physically active, like manual workers and athletes.

**Wear sunscreen,
walk in the shade
and wear a hat
and light scarf**

**Drink plenty of
water and wear
sunscreen**



Top tips for keeping cool

The thing to do is to try and avoid getting too hot in the first place. Here are some tips about keeping yourself and others cool and some advice on what to do if you or someone you know becomes unwell.

Stay out of the heat:

- Avoid the sun between 11am and 3pm
- Wear sunscreen, walk in the shade and wear a hat and light scarf
- Avoid doing anything too physically demanding like sport, gardening or DIY. If you have to do it, keep it for cooler parts of the day, like early morning or evening
- Wear loose fitting clothes.

Cool yourself down:

- Drink plenty and avoid hot drinks, caffeine and alcohol
- Eat cold foods, particularly salads and fruit
- Have cold or cool showers or baths
- Sprinkle water over the skin or clothing, keep a damp cloth on the back of your neck.



Keep your surroundings cool

- Keep windows that are exposed to the sun closed during the day, but open at night
- Close curtains that are in the sun in the morning or afternoon
- Turn off lights and non-essential electrical equipment – they generate heat
- Keep indoor plants and bowls of water in the house as evaporation helps cool the air
- Move into the coolest room in the house, and sleep there if possible.

Look out for others

- Keep an eye on elderly neighbours, ill or the very young and make sure they are able to keep cool
- Don't leave babies, children, or elderly and vulnerable people in a stationary car
- Be alert and call a doctor if someone is unwell or if further help is required.

**Contact your
doctor, a
pharmacist or
NHS 111 if you are
worried about your
health during a
heatwave.**

If you have a health condition or problem

- Make sure medicines are kept cool or in the refrigerator (read the instructions on the packaging)
- Seek medical advice if you are worried.

If you or others feel unwell

- Try to get help if you feel dizzy, weak, anxious or have intense thirst and headache; move to a cool place as soon as possible and measure your body temperature
- Seek medical advice if symptoms persist
- Contact your doctor, a pharmacist or NHS 111 if you are worried about your health during a heatwave, especially if you are taking medication, if you feel unwell or have any unusual symptoms
- If you suspect someone has heatstroke: remember, heatstroke can kill. It can develop very suddenly, and rapidly lead to unconsciousness. If you think someone has heatstroke, call 999 immediately.

Central
Bedfordshire

great
communities

Central Bedfordshire in contact

Find out more

For more information about this publication, further copies, or a large print copy, get in touch.

Please recycle me!

When finished with, please put me in your recycling bin or bag.



www.centralbedfordshire.gov.uk



www.facebook.com/letstalkcentral



[@letstalkcentral](https://twitter.com/letstalkcentral)



customers@centralbedfordshire.gov.uk



0300 300 4386

**For further information about event safety matters
contact SAG@centralbedfordshire.gov.uk**