

EVENT MANAGEMENT PLAN (EMP)

WCB Boxing Show

Bar Coast

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1. Introduction and Purpose

This Event Management Plan (EMP) sets out the management, safety, security, and operational arrangements for the delivery of the White collar boxing Show to be held at Bar Coast Bournemouth. The purpose of this document is to demonstrate how the event will be planned, delivered, and controlled in a manner that safeguards the public, participants, staff, contractors, and the wider community.

This EMP has been written to provide clarity of responsibility, effective command and control, and proportionate risk management throughout all phases of the event. It should be read alongside the Event Risk Assessment and associated site plans.

This document is a live operational plan and may be updated should circumstances change.

2. Event Overview

- Event: WCB Boxing Show
- Date: 17 October 2026
- Venue: Bar coast Bar Coast 156-164 Old Christchurch Road, Bournemouth BH1 1NL
- Maximum Attendance: 499 (inclusive of staff, fighters, officials, and contractors)
- Event Start Time: 15:00 (doors open to ticket holders)
- Event End Time: 22:30

The event is an indoor boxing show featuring medically supervised bouts for fighters, conducted before a ticketed audience. There will be 18 fights, consisting of 3 x 2-minute rounds. The event start time will be 15:00. First bout at 16.00 and event end is 22:30. With a half hour dispersal egress time. The venue will continue as normal operating hours.

The venue has been selected due to its controlled indoor environment, established ingress and egress routes, proximity to Bournemouth Hospital Emergency Department, availability of a large car park on Richmond hill close by, and close access to public transport, taxi rank Bournemouth train station and Bus Station.

3. Event Objectives

The primary objectives of the event are to:

- Deliver a safe, well-managed sporting event
- Protect the health, safety, and welfare of all attendees
- Prevent crime, disorder, and anti-social behaviour
- Ensure compliance with licensing conditions and legal duties
- Minimise disruption to the local community
- Provide a professional and controlled environment for participants and spectators

4. Governance, Management and Authority

4.1 Overall Responsibility

The Event Director holds overall accountability for the safe delivery of the event and retains ultimate authority for all safety-critical decisions. Operational responsibility is delegated to the Event Manager, who is responsible for implementing this EMP and coordinating all operational leads.

4.2 Authority to Suspend or Terminate the Event

The Event Director or Event Manager has absolute authority to suspend, pause, or terminate the event where public safety is, or may be, compromised. This authority supersedes commercial, broadcast, or programme considerations.

This authority may be exercised following advice from emergency services, the Security Lead, Medical Lead, or where the Event Manager determines that conditions can no longer be safely controlled.

5. Key Roles and Responsibilities

Role	Person / Organization	Key Responsibilities
Event Director	Nicholas Bale	• Overall event governance and safety accountability • Liaison with local authorities and emergency services • Authorising event suspension or termination • Operational command of the event
Event Manager / Site Manager	Daniel Lockwood (HND Leisure Management) cert at bottom	• Coordination of staff, contractors, and agencies • Implementation of this EMP • Incident management and escalation • Crowd safety and management
Security Lead	Sandbanks Security Ops manager	• Access control and searching • Management of disorder and anti-social behaviour • Deployment and supervision of SIA-licensed staff • Oversight of ejections and incident logging
DPS Lead	James Gordan (Personal Licence Holder BH233751 01/12/2025 BCP Council)	• Management of alcohol sales • Compliance with licensing objectives • Refusals and incident recording • Coordination with security regarding intoxication and disorder

Medical Lead	Medical Services Michael Coombs	• Medical planning and readiness • Ringside and spectator medical response • Casualty management and escalation • Liaison with statutory ambulance services • Safeguarding vulnerable adults • Welfare interventions • Managing lost or distressed persons • Liaison with statutory safeguarding agencies where required
Safeguarding & Welfare Lead	Elspheth Makin (First Aider/Safeguarding) Cert at bottom of page	

6. Crowd Management and Capacity Control

Attendance at the event will be strictly capped at 499 persons. Entry will be controlled via ticket validation at the main public entrance. Live headcounts will be maintained throughout the event to ensure capacity is not exceeded.

Wristbands will be issued to distinguish attendees and staff:

- GOLD: VIP Booths
- SILVER: VIP Seating
- ORANGE: Standard Standing
- RED: Security, Event, and Boxing Staff
- GREEN/WHITE STRIPE competitors
- GREEN coaches

Security staff will be deployed at key locations including entrances, circulation routes, bar areas, toilets, and ringside to manage crowd density and behaviour.

7. Ingress, Egress and Dispersal

- Ingress: Managed via the main public entrance with controlled searching and ticket checks.
- Egress: Managed in a phased manner following the final bout to prevent congestion. All available exits will be opened during egress, with security and stewards positioned to direct attendees safely.
- Dispersal: External security staff will manage the surrounding areas, with particular attention given to pedestrian safety and interaction with taxi ranks and nearby public transport routes.

8. Security and Disorder Management

A proportionate number of SIA-licensed security staff will be deployed throughout the event. Security operations will focus on early intervention, de-escalation, and prevention of disorder.

- Body-Worn Cameras: Utilised by security staff.
- Ejections: Carried out safely and proportionately, with details (time, reason, personnel involved) documented in an incident log.
- Searches: Conducted at entry points to prevent prohibited items from entering the venue.

9. Alcohol Management

DPS Lead: James Gordan (Personal Licence holder)

Licensing & Safety Measures

- Authority & Controls: Clear DPS authority, explicit implementation of Challenge 25, staff briefings, and clear escalation protocols.
- Refusal Logging: All refused alcohol sales and alcohol-related incidents will be recorded and shared with the Security Lead where appropriate.
- Security Interface: Alcohol will be managed as a potential behavioural risk multiplier.
- Ring-side Policy: Strict ring-side alcohol exclusions and enforced cut-off controls ("final orders").
- Weights & Measures: Wine, spirits, draft, and bottled drinks will be dispensed under the UK Weights and Measures Act 1985.
- Policy Compliance: Governed in accordance with *Annex D: Alcohol & Drugs Policy*.

10. Medical Provision

Provider: Michael Coombs Medical Services

Medical setup includes:

- Staffing: Two Paramedics present throughout the event.
- Facilities: Dedicated medical area adjacent to the ring.
- Transport Readiness: Ambulance on standby with a designated sterile access route.
- Equipment: Automated External Defibrillators (AEDs) positioned at ringside and control points.

Medical staff will be present ringside throughout all bouts and will conduct pre- and post-fight checks as required.

11. Fire Safety

- Risk Assessment: The venue's existing fire risk assessment will be adopted and supplemented for this event.

- Exit Checks: Fire exits will be inspected prior to doors opening and kept clear at all times.
- Equipment & Personnel: Fire extinguishers will be positioned at designated fire points, and a trained Fire Marshal will be on duty.
- Evacuation: In the event of an evacuation, attendees will be directed to the designated assembly area outside of bar coast.
- Special Effects: No pyrotechnics or smoke effects will be used at any time during this event.

12. Power, Lighting and Structures

- Electrical Safety: All electrical equipment will be Portable Appliance Tested (PAT). Cables will be routed and protected to prevent trip hazards. No "daisy-chaining" of electrical equipment will be permitted.
- Emergency Lighting: Fully operational throughout all exit routes.
- Structures: The boxing ring will be installed and inspected by competent contractors prior to use.

13. Safeguarding and Welfare

- A dedicated Safeguarding and Welfare Lead will be present throughout the event.
- Safeguarding arrangements align with statutory duties relating to vulnerable adults.
- Clear procedures are established for managing disclosures, concerns, or lost persons.

14. Counter Terrorism and Serious Incident Preparedness

- Briefings: All staff will receive a security awareness briefing covering suspicious behaviour and reporting procedures.
- Access Control: Vehicle access to the venue will be strictly controlled.
- Monitoring: CCTV will be monitored throughout the event, and bag searches will be conducted at entry points.
- Command Transfer: The event operates a clear command structure for managing serious incidents and transferring control to emergency services where required.

15. Emergency Procedures

Incidents will be managed using a graded response system:

- Code Green: Normal operations
- Code Amber: Heightened awareness / emerging issue
- Code Red: Major incident

Event Control will coordinate the initial response until statutory emergency services assume command. Formal handover procedures will be strictly followed.

16. Review and Post-Event Learning

This EMP will be reviewed:

- Following the final site inspection
- During the event if conditions change
- Post-event to capture lessons learned

Any findings will inform future planning and continuous improvement.

17. Annexes

- Annex A: Security & Stewarding Plan
- Annex B: Lost Person Procedure
- Annex C: Ejection Procedure
- Annex D: Alcohol & Drugs Policy
- Annex E: Event Risk Assessment

