



COGO Festival 2023

Show Stop Procedure

The Show Stop is a rapid and controlled performance intervention to either prevent further risk and resolve a problem, or to initiate an Evacuation.

Objectives

Key objectives are:

- Preservation of life due to emergency (fire, adverse weather, structure collapse, crowd issues or off-site events (Evacuation Show Stop initiated by Emergency Services)
- To halt the act to reduce immediate threats as outlined above
- Provide opportunity for medics or others to carry out urgent response
- Provide information to the audience e.g. to initiate dispersal in the event of an emergency
- To preserve and safeguard technical equipment

Key Personnel

Show Stop can only be initiated by one of the following people:-

- The Event Organiser – **Anna Plant, AMAAD**
- The Event Production Manager – Izzy Connell, Slammin Events
- The Event Silver – **Jim Goddard - Event Safety Solutions (TBC)**
- Event Incident Response – **Shirley Eden, SJ Events (TBC)**
- Ingress/ egress Manager, Event Safety Solutions
- The Event Safety Advisor – **TBC**
- The Event Stage Managers (Main Stage & Individual venues)
- The Artiste themselves or their Stage Manager **via COGO Live Stage Manager**

Co-operation

Show Stops are where an immediate response is required to protect public safety, therefore speed is essential. Before any act takes to the stage, the Stage Manager must discuss the procedure with the Artiste or their representative (Tour Manager/Security/Touring Stage Manager).

The Artiste must understand that if a Show Stop is called, the response must be immediate. There is no question of getting to the end of the number, or not wanting to stop because the show is going well.

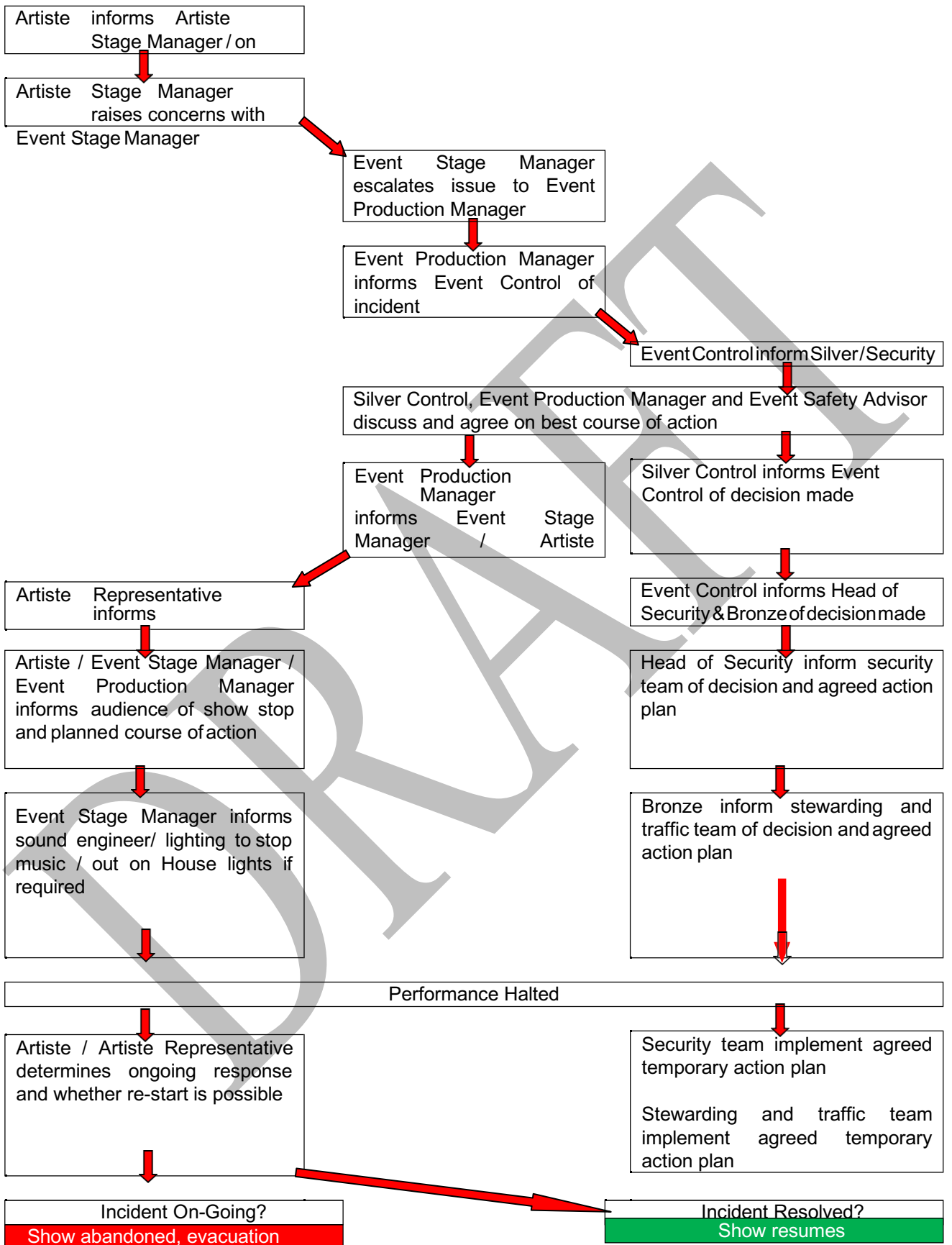
It is normally preferable to use the Artiste to communicate with the audience. If for any reason the Artiste is unwilling or unable to carry out this role, the Stage Manager will undertake this role.

The Stage Manager shall be responsible for making any immediate public announcements as per the agreed scripts. Once an incident is cleared and event Control has agreed to continue the show, the Stage Manager will inform the artiste and/or representative that it is safe for the show to continue.

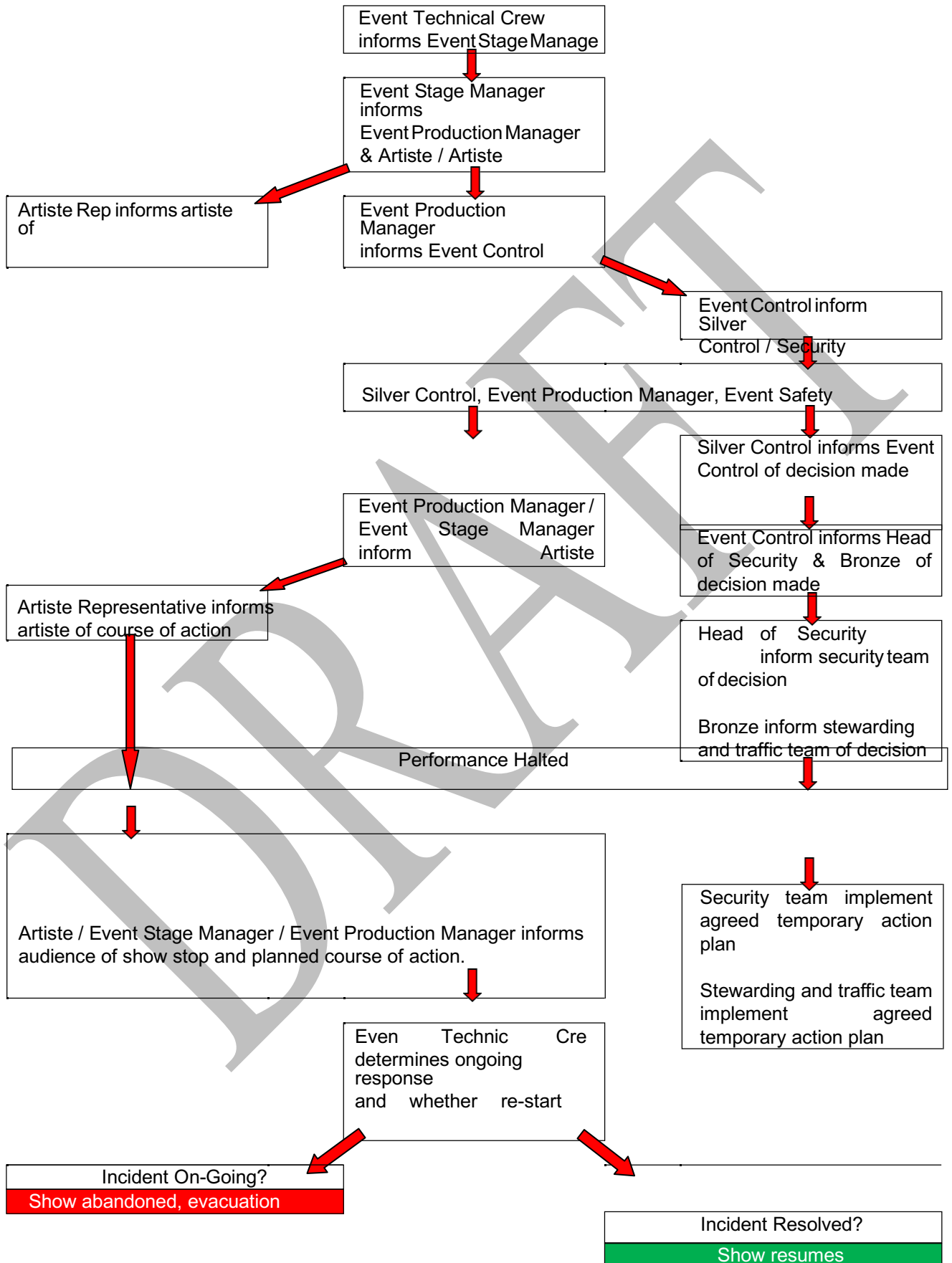
Procedure

In event of a situation requiring a Show Stop, below flow diagrams show the chain of command.

Incident: Artiste Issue on stage

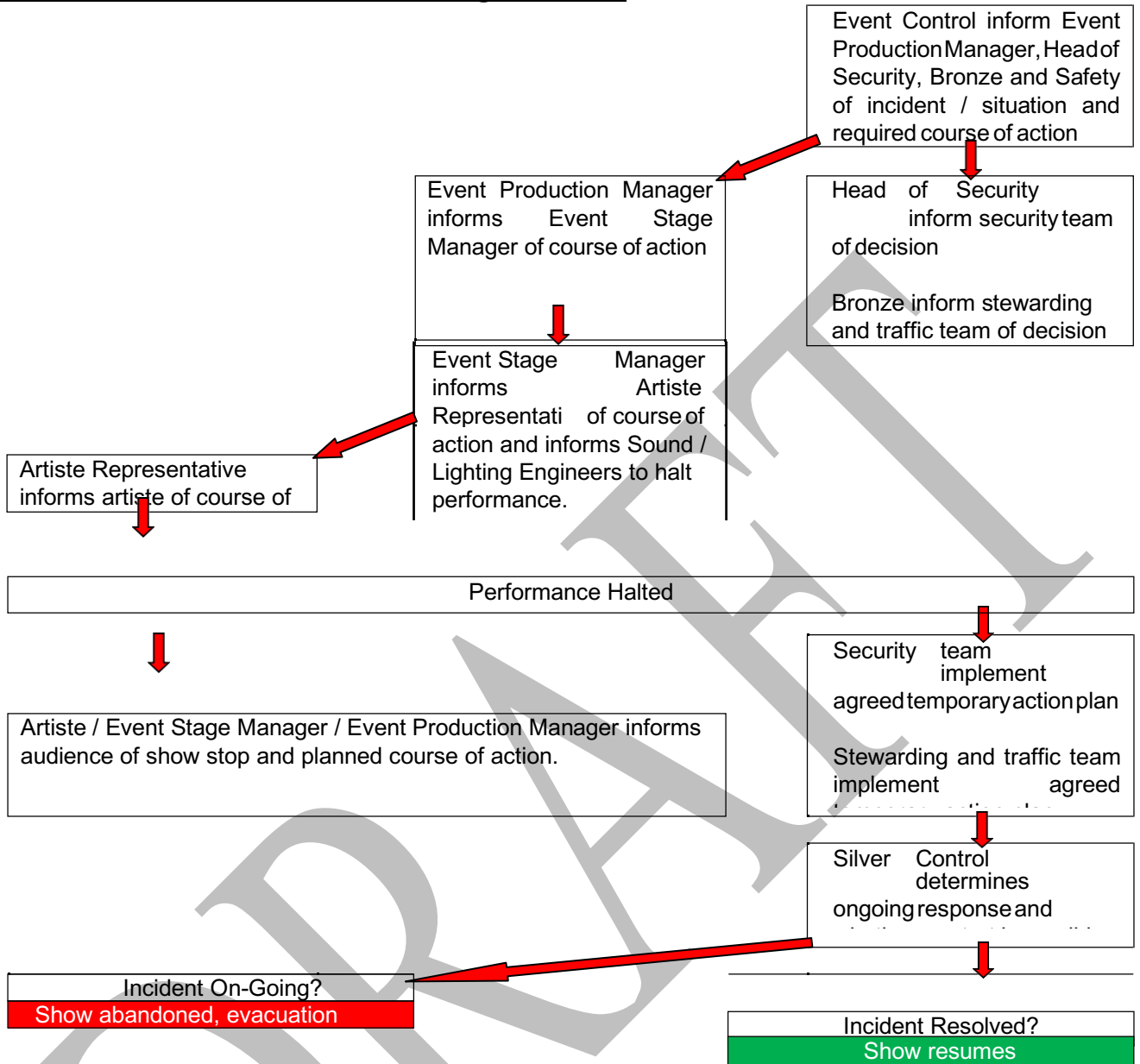


Incident: Technical Issue on stage (assumption made technical difficulty cannot be quickly resolved)



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Incident: Crowd / Off Stage Issue



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Stage Manager Scripts for Show Stop Procedures

Weather (see also Appendix S Adverse Weather Policy)

1. **Weather Pre-Warning**

In the event of adverse weather today it may be necessary to temporarily stop the show. Please listen for further safety announcements

2. **Show Stop due to Weather (anticipated as temporary only)**

Ladies and Gentlemen, due to adverse weather today it has been necessary to temporarily stop the show. We hope to be able to return to live music as soon as possible and thank you in advance for your patience.

3. **Show Stop due to Weather lifted**

Ladies and Gentlemen, we are pleased to announce the event will now continue as planned.

4. **Show Stop due to weather progresses to cancellation**

Ladies and Gentlemen, due to adverse weather today it is not possible to continue with the event. Please leave the area quickly and calmly, using exists indicated by stewards.

Unforeseen Circumstances Show Stop (anticipated as temporary only)

5. **Show stop due to unforeseen circumstances (anticipated as temporary only)**

Ladies and Gentlemen, due to unforeseen circumstances it has been necessary to temporarily stop the show. We hope to be able to return to live music as soon as possible and thank you in advance for your patience.

6. **Show Stop lifted**

Ladies and Gentlemen, we are pleased to announce the event will now continue as planned.

7. **Show Stop progresses to cancellation**

Ladies and Gentlemen, due to unforeseen circumstances it is not possible to continue with the event. Please leave the area quickly and calmly, using exists indicated by stewards.

Travel Information

8. **External Travel Warning**

Ladies and Gentlemen, due to (accident, train crash, road closure etc) please listen to travel advice from stewards for homeward travel.