

Wexford County Council Fire Authority Requirements

General Assembly Marquee

The use of any general assembly marquee shall comply with the following:

1. Prior to use the Fire Authority shall be contacted to give advice on suitable occupancy levels and hence minimum exit widths / number of exits. The maximum number of people allowed in the marquee or temporary structure shall be at the rate of one person per 0.5sqm of usable area available to the public. The number and width of the exits required (Note all exit doors must open in the direction of egress) from the Marquee are set out in the table as follows:

People attending/capacity	Minimum no. of exits	Width of each exit
≤50	1	750mm (Note travel distance should be less than 18m)
≤100	2	850mm
≤150	2	950mm
≤220	2	1050mm
≤500	2	2500mm or 3 @ 1250mm
≤750	3	1875mm or 4 @ 1250mm
≤1000	4	1700mm or 5 @ 1250mm

2. The site shall be sufficiently level so as to ensure the roof of the marquee at its lowest point is well clear of the heads of patrons standing at the perimeter of the floor. The marquee structure shall be erected and maintained in accordance with the BS EN 13782: 2015.
3. Adequate I.S. 3217:2013+A1:2017 compliant emergency lighting shall be provided both internally and externally for those occasions when the venue is used outside daylight hours.
4. Emergency exits shall be provided with exit signs, conforming to SI 299: 2007.
5. Where furniture is provided it shall comply with the following:
 - a. Upholstered seating should be capable of meeting ignition sources 0 and 1 of B.S.5852: 2006 Clause 8 and ignition Source 5 of B.S.5852: 2006 Clause 9.
 - b. Department of the Environment, "Code of Practice for Fire Safety of Furnishings and Fittings in Places of Assembly".
6. The internal layout (seating etc.) shall be in compliance with Annex D of BS 9999: 2017.

7. Each marquee/temporary structure shall be supplied with the appropriate number and type of fire extinguishers to match the fire hazard and load contained therein.
8. Entrance and exit ramps shall have a gradient of not more than 1 in 12 and shall be surfaced with a suitable non-slip material.
9. If floor coverings are used within the tent they shall fall within the "Low" category as defined in BS 5287: 1988 when tested in accordance with BS 4790: 1987.
10. The marquee shall be certified as to BS 7837: 1996 "Flammability Performance for Textiles Used in the Construction of Marquees and Similar Textile Structures" or alternatively BS 7157: 1989 Method of test for ignitability of fabrics used in the construction of large tented structures.
11. Where cooking occurs in a marquee type structure, the following conditions shall apply:-
 - a. The cooking facility shall be located within 5 meters of an exit from the marquee structure;
 - b. The cooking facility shall be on small scale, for example the purpose of food sampling/tasting;
 - c. The person/s operating the cooking facility shall not be enclosed behind the cooking facility, they must have an alternative escape route away from the cooking facility itself;
 - d. Members of the public congregating at such a cooking facility must be cordoned back from the cooking facility by at least 1 meter by means of a barrier or alternative;
 - e. All staff involved in the cooking facility shall be trained on the following:-
 - What to do in the event of an outbreak of fire including how to evacuate all persons from the area
 - How to shut off any power supply or gas supply used for the cooking facility.
12. Deep fry cooking is not permitted in any general assembly marquee.
13. No smoking shall be permitted within the marquee.
14. Gas cylinders shall be stored outside in a safe location away from direct sunlight and members of the public in secure steel cages. Storage shall not exceed 75kg. It shall be ensured that all gas connections are made securely to avoid leakage.
15. Portable heaters shall be fixed to the ground or weighted (e.g. sandbags) to avoid overturning. They shall not be moved whilst ignited or be used within the marquee whilst it is occupied by members of the public.
16. Any electrical installation shall be in accordance with the National Rules (ET 10101: 2020).
17. The spacing between marquees, porta-cabins, caravans, catering concessions, gas tanks and other structures on site shall be at least 6m. An exception to this is for small units which are used for storage only, generally these will be on stands where the goods and equipment are displayed outdoors.
18. The fire safety of any event to be held shall be managed in accordance with the Department of the Environment publication "Code of Practice for the Management of Fire Safety in Places of Assembly" and the relevant aspects of the Department of Education "Code of Practice for Safety at Outdoor Pop Concerts", both documents can be found on Wexford County Councils website under Fire Safety Resources:

<https://www.wexfordcoco.ie/emergency-services/fire-services/fire-safety-resources>

Stalls

Stalls shall be grouped in units and shall comply with the following recommendations:-

- i. Stalls shall be separated by at least 3m (6m if they use gas) from each other.
- ii. Stalls are not to be located in any position that impedes escape from any other building.
- iii. All escape routes from stalls to be kept unobstructed.
- iv. A fire point with suitable extinguishers and fire blankets shall be located within easy reach of each stall.
- v. Each stall shall be supplied with the appropriate number and type of fire extinguishers to match the fire hazard and load contained therein.
- vi. Larger stalls may require an automatic fire suppression system i.e. ANSUL or equivalent.
- vii. Cooking facilities shall be attended at all times whilst in use. They shall be located well away from combustible materials.
- viii. Gas cylinders shall be stored outside in a safe location away from direct sunlight and members of the public in secure steel cages. Storage shall not exceed 75kg. It shall be ensured that all gas connections are made securely to avoid leakage.
- ix. All cooking equipment shall be maintained in good working order.
- x. Textile stall enclosures or awnings shall comply with BS 7837: 1996 "Flammability Performance for Textiles Used in the Construction of Marquees and Similar Textile Structures".
- xi. Caterers shall remove refuse on a regular basis to eliminate potential fire or other hazard.
- xii. Smoking in or around the stalls is prohibited.
- xiii. No sleeping facilities to be provided in mobile catering units.

Stages

Where stages are proposed they shall comply with the following:

- i. Textiles are used to enclose a stage (walls and roof) shall comply with BS 7837: 1996 "Flammability Performance for Textiles Used in the Construction of Marquees and Similar Textile Structures".
- ii. There shall be at least two escape routes (on opposite sides of the stage) each with a fire point equipped with the appropriate fire extinguishers.
- iii. There shall be no access or storage under any stage.
- iv. A projection of the stage into the audience is not recommended.
- v. The Fire Authority shall be informed of any intended use of pyrotechnics.
- vi. Goods, materials, pallets and vehicles are to be sited in designated storage areas away from the stage area.
- vii. The stage area is to be kept tidy, by clearing waste regularly.
- viii. The materials used for scenery in stage productions shall be non-combustible.
- ix. A sterile area may be provided in front of the stage protected by a stage barrier that shall be constructed with a solid front, be not less than 1.2 metres high (padded on the front and top rail) and be designed together with framing and connections for a pressure of 5kN/m run, applied at a height of 1.2 metres. The barrier should not be less than 4 metre from the stage at any point. Further guidance can be obtained in section 8 of Department of Education publication "Code of Practice for Safety at Outdoor Pop Concerts".
- x. Further guidance can be obtained in the publication "Temporary Demountable Structures: Guidance on Procurement, Design and Use".

In General

In general, the following fire safety precautions and recommendations apply:

- i. The floors of all escape routes shall have a non-slippery even surface.
- ii. Any electrical installation shall be certified in accordance with the National Rules (ET 10101: 2020).
- iii. Generators shall comply as follows:
 - a. They shall be located at a suitable distance from any marquee or tented structure in a secure location which members of the public do not have access to.
 - b. They shall be operated and maintained in compliance with manufacturer's instructions
 - c. Re-fuelling shall be carried out remote from the structure.
 - d. Fuel storage shall not be inside the tented structure. It shall be outside in a secure location in non-glass safety containers which are labeled correctly.
 - e. They shall comply with the National Rules for Electrical Installations: Particular requirements for stand-by generators (ET 210: 2003).
 - f. No Petrol generators are permitted.
- iv. Any gas installation shall be certified in accordance with IS 820: 2010 Non Domestic Gas Installations.
- v. A suitable number of staff shall be trained in the use of extinguishers, evacuation procedures and calling the fire service in the event of fire.
- vi. All fire safety equipment shall have up-to-date servicing.
- vii. Non-combustible containers shall be provided for the disposal of waste material.
- viii. An evacuation plan shall be put in place for emergencies. Emergency vehicle access for the fire brigade shall be maintained at all times and suitable provisions to ensure the fire brigade can be contacted shall be included.
- ix. The fire safety of any event to be held shall be managed in accordance with the Department of the Environment publication "Code of Practice for the Management of Fire Safety in Places of Assembly" and the relevant aspects of the Department of Education "Code of Practice for Safety at Outdoor Pop Concerts" both documents can be found on Wexford County Councils website under Fire Safety Resources:

<https://www.wexfordcoco.ie/emergency-services/fire-services/fire-safety-resources>