



Health, Safety, Security & Environment

Introduction and scope

EBBA is committed to providing a healthy and safe environment for all those involved in the musical events it organises. This includes but is not limited to; executive members, delegates, host organisations, sponsors, EYBB, jurors, competing bands, audiences and members of the public.

Responsibilities

Due to the preferred delivery model EBBA uses for EBBC of working in partnership with a host country organisation this naturally leads to distributed responsibilities for HSSE. EBBA has a limited set of HSSE areas it is directly responsible for (see below) but it also has an essential assurance role to play during both the planning and delivery phases of any EBBC as it relates to HSSE under the control and within the remit of of the venue(s) or host organisers.

EBBA's HSSE Direct Responsibilities

- **Business Travel** - To ensure that EBBA's Executive team, delegates or other individuals conducting business on behalf of EBBA always do so having due regard for the risks they could encounter. This is particularly important in respect of business travel where EBBA representatives must take account of the possibilities of or need for:
 - Adverse Weather
 - Civil Unrest and Strikes
 - Medical and Travel Insurance
 - Right Travel Documents
 - Driving Licence Requirements
 - Vaccination Requirements
 - Local Laws

- **Meetings** - To ensure safety briefings precede any EBBA led formal face to face business meetings highlighting fire and emergency procedures etc
- **EYBB** - To ensure that all aspects of HSSE are considered in the planning and delivery of the European Youth Brass Band (EYBB) Programme. This would include but not be limited to:
 - Safeguarding and child protection as required by the laws of the host country
 - Ensuring any underlying health issues of EYBB members are identified and understood including allergies
- **Executive Competence** - To ensure that the Executive committee has suitable HSSE expertise and competence within its membership or advisory team to a level sufficient to authoritatively advise the EC on matters pertaining to HSSE.

EBBA's HSSE Assurance Responsibilities

- **Assurance Scope** - EBBA has a duty of care to ensure that during the planning and delivery of EBBC that the following areas of HSSE have been discussed with the host organisation and that they have demonstrated adequate measures are in place to manage them to the satisfaction of EBBA:
 - Risk Assessments and Risk Register - This should be evidenced by the host organisation to EBBA - For details see EBBA policy "Emergency Preparedness" dated 31 January 2023
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 - Medical, First Aid, Ambulance - Ensuring that the host organisation is aware of hired venues' Medical, First Aid and Ambulance procedures and location of First Aid kits and associated equipment and will, with the consent of those concerned, identify and keep a record of host organisation staff and volunteers with First Aid experience.
 - Sound Safety - Ensuring that the host organisation take the responsibility of protecting the hearing of bands, staff, volunteers and audience members seriously. This should be by ensuring there are open lines of communication for individuals to raise concerns about hearing and sound issues, and take such concerns seriously when raised.

EBBA HSSE Policy
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Status: Approved by EC

- Security - Both venue security and the prevailing security risk levels and issues in the city, region should be referenced in the host organisation's risk assessment and register indicating the mitigation measures they are recommending to minimise any risk to EBBC
- Environmental - The host organisation and EBBA should discuss any environmental impacts that could be caused by EBBC (e.g. carbon footprint) with a view to taking any measures they can to reduce any impacts.
- Venue Safety Briefing - The host organisation must hold a venue(s) on-site venue safety briefing immediately prior to EBBC for designated EBBA EC Members to ensure EBBA are fully aware and conversant with the venue(s) safety protocols
- Facilities for people with Special Needs - That these are understood by the host organisation
- Adjudicators Box - Ensuring that drapes are made of inherently flame retardant fabric and conform with appropriate country fire standards
- Stage Management - Lifting and handling training or understanding of good practice should be evidenced for the stage management team.

HSSE Policy and EBBA's Management Contract

It is recommended that this policy is embedded as an appendix to the EBBA Management Contract and its requirements embedded as a contractual requirement.

Post EBBC HSSE Review

Should an HSSE incident of any scale occur during an EBBC this must be placed on the agenda of the post event joint review meeting between the EBBA Executive team and the Host Organising team. Any lessons learned should be identified and documented as necessary.