

# **Application for a premises Licence for Dominey & Moore Music Festival.**

**16 & 17 July 2011**

An application for a premises licence has been received for the above event. The licence is for a limited period from 15/7/2011 to 18/7/2011. The event is for a community based music festival to cater for up to 2000 persons.

At the present time based on the limited information that we have received we would make an objection under the prevention of Crime and Disorder.

Although an event management plan has been submitted the contents are not to the satisfaction of Thames Valley Police. This I am sure can be achieved by the applicants once they have site of this objection.

The police would therefore like to see as part of the licence the following conditions:

- 1.1 The Licensee shall agree and record with the Licensing Authority and Thames Valley Police the extent to which any or all of the Conditions shall apply as being relevant to the scale and nature of the particular event to be held.
- 1.2 For the event, a full risk assessment will be undertaken including an event site plan. Stewarding will be provided in accordance with the risk assessment.
- 1.3 Current national guidance will be used to ensure public safety at all events.
- 1.4 Any event will only be permitted to take place if arrangements are deemed to be satisfactory by Thames Valley Police.

## **2.0 TRAFFIC & TRANSPORT ARRANGEMENTS**

- 2.1 It will be the responsibility of the **ORGANISER** to prepare, provide and implement a traffic management plan which meets the necessary requirements, including that of signage. To provide access and egress routes to meet the needs of the attendees, local community and the emergency services with particular regards to the 'blue' route. To manage the parking and camping areas, control and direct traffic on external and internal routes relevant to the event. Prepare and provide detail of arrangements for contingencies.

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### 3.0 **SECURITY & STEWARDING**

It will be the responsibility of the **ORGANISER** to provide sufficient, properly trained and competent stewards to manage public safety/order/drug/security/-licensing/traffic issues. To provide a robust and effective supervision and management structure in respect of the stewards.

- 3.1 The number of stewards and specialist security teams comprising of stewards holding a Door Supervisors licence issued by the Security Industry Authority (SIA) necessary to control the audience and to deal with any public order situation will be formulated and agreed with Thames Valley Police.
- 3.2 The Licensee shall appoint a Head of Security to be responsible for the effective security and stewarding of the event.
- 3.3 Stewards duties shall include:
- (a) Extraction of injured/distressed persons from any barrier arrangement or other part of the licensed area.
  - (b) Initially dealing with any incident of alleged or witnessed child abuse and lost or stranded children or young persons within the licensed area.
  - (c) Ensuring security at entrances or exits.
  - (d) Carrying out fire patrols and extinguishing small fires on the advice of the Buckinghamshire Fire & Rescue Service.
  - (e) Controlling infrastructure, vehicle parking, and marshalling traffic/pedestrians.
  - (f) Investigate immediately any disturbance or incident, and take such action as deemed necessary.
  - (g) Undertake checks for offensive weapons and illegal substances on entry, in accordance with the venue policies of 'zero tolerance' and 'stop and search'.
  - (h) Undertake patrols to deal with the unauthorised sale of alcohol within the licensed area.
- 3.4 All stewards must be at least 18 years of age and shall wear high visibility work wear and shall be easily identifiable by a company name and number.
- 3.5 The Head of Security shall appoint senior supervisors to be responsible for key areas and locations at the venue as agreed by the Licensing Authority.
- 3.6 The Head of Security shall ensure that a senior supervisor is positioned adjacent to the performance stage for the entire duration of any live entertainment with the power to require the performer(s) to stop their performance forthwith. The performer or their representative shall be briefed on this requirement prior to the performance.
- 3.7 Radios shall be used to maintain communications and all operators shall be competent in radio procedure.

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- 3.8 Stewards shall receive suitable and sufficient training so they can efficiently and effectively ensure that public order/safety, including fire safety is maintained so far as is reasonably practicable. Stewards designated 'senior supervisors' shall be trained in cardiac pulmonary resuscitation techniques. These personnel shall be disciplined and be able to respond to volatile situations and be further trained in the extraction of persons from dense crowds; they shall only undertake these duties for a maximum of 4 hours, with a rest break of at least 45 minutes. A suitable number of the security shall have advanced training in rescue and cardiac pulmonary resuscitation techniques unless paramedics from the Two Shires NHS Ambulance Trust are present.
- 3.9 Security Stewards whose duties include the security and supervision of those areas of the venue that include access/exit gates, bars or the ejection of any individual from within the curtilage of the venue shall hold a Door Supervisors licence issued by the S.I.A. Stewards not undertaking the aforementioned duties e.g. car parking, ticket checks, will be exempt from this requirement.
- 3.10 No Steward shall leave their place of duty unless directed by a supervisor.
- 3.11 No Steward shall consume alcohol at any time during their period of duty.
- 3.12 Any serious disturbance or other emergency within the licensed area, which cannot be dealt with by the Head of Security and stewards shall be reported at once to Thames Valley Police and any other relevant personnel in the Emergency Liaison Office (ELO).
- 3.13 Festival security personnel shall operate under the direction and supervision of the Head of Security and shall not undertake any role within the 'Pit' area unless permitted to do so by the Licensing Authority.
- 3.14 Thames Valley Police will have the right to:
- (a) Install CCTV equipment or other evidence gathering measures as appropriate to monitor crowd behaviour in the venue.
- 3.15 Notwithstanding condition 3.14 prior to the commencement of the event a CCTV system is to be provided and installed by the Licensee. The cameras and system installed are to be to a high quality evidential standard to meet the agreed standard of Thames Valley Police. The system is to have the ability to cover the arena or an area as discussed between the organiser and Thames Valley Police and any tapes are to be kept and stored for a minimum of 31 days.
- 3.16 The Licensee shall ensure that a security briefing led by the Head of Security takes place at an appropriate time prior to event. Those present may include representatives of the Licensing Authority, Bucks Council's Environmental Health Division, Thames Valley Police, Buckinghamshire Fire & Rescue Service, St John Ambulance, licensee, promoter and any other person deemed appropriate.
- 3.17 Sufficient car parking stewards to be available to supervise on site car/coach parking in order that all access roads within the licensed area are kept clear at all times.

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#### 4.0 **CAPACITY**

4.1 The Licensee shall ensure that the maximum audience within the perimeter fence of the site at no times exceeds 2,000.

#### 5.0 **PROHIBITED ITEMS**

5.1 The following items are prohibited and under no circumstances can be brought inside the perimeter fence/gates:

(a) Metal, glass or plastic bottles/containers unless:

i) The plastic bottle (opened or unopened) has a capacity agreed with the organiser and contains water or a soft drink beverage.

ii) Umbrellas, unless an exemption is granted by the Licensing Authority.

5.2 The following plastic/glass/metal items are permitted:

(a) plastic insulated containers designed as a picnic hamper, or

(b) containers that are in a laminated form made from cardboard/foil/- plastic and fitted with or without a pouring spout, or

(c) a personal medicine container.

5.3 No concessionaire or caterer shall be permitted to sell or dispense drinks except in:

(a) open crushable plastic or waxed cardboard containers of unlimited capacity inside the perimeter fence.

Alcoholic drinks may be sold in opened plastic bottles of capacity as agreed with the organiser.

5.4 No person in possession of a ticket or a pass shall bring inside the perimeter fence the following items:

(a) personal fireworks/pyrotechnics/Class 1 laser equipment (pens).

(b) offensive weapons.

5.5 No animals shall be admitted unless they are 'guide/assistance dogs' or dogs used by the Head of Security.

#### **THE SALE & SUPPLY OF ALCOHOL AND AGE RESTRICTED SALES**

It will be the responsibility of the **ORGANISER** to demonstrate to the satisfaction of the police that they have measures in place to meet the four key licensing objectives. Namely:

a) **Prevention of crime and disorder**

b) **Public safety**

a) **Protection of children from harm**

b) **The prevention of public nuisance**

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To agree that the Statement of Intent and Schedule of Responsibilities is the basis of the police requirements of the licensing conditions. To understand that, as a licensed event, failure to comply with accepted licence conditions and requirements of planning may lead to a licence review. To facilitate and allow any relevant authority access to any licensed area.

- 6.1 A Personal Licence Holder (PLH) shall be present in each bar or areas when and where sales or supply of alcohol are taking place. The Licensee shall provide the names, addresses, licence numbers and issuing authority of such Personal Licence Holders to the Licensing Authority and Thames Valley Police.
- 6.2 The Licensee shall provide to the Licensing Authority the event a site layout plan that clearly identifies the location and number of all areas where it is intended to supply alcohol. Name and contact details of all those operating alcohol outlets shall all be provided.
- 6.3 Only photographic based forms of identification will be accepted as proof of age in respect of age restricted sales. These must be accredited to the PASS scheme or subsequent equivalent or passport, HM forces ID card, driving licence, national ID card.
- 6.4 When alcohol is sold or supplied at any event, the bars in the public and hospitality areas shall:
  - (a) Not have special offers or price promotions etc, that will encourage the excessive consumption of alcohol,
  - (b) Not sell, supply or serve drinks in glass vessels or containers.

#### 7.0 **ILLEGAL SUBSTANCES**

It will be the responsibility of the organiser to provide an effective policy dealing with any drug related issues at the event focused on the main themes of

- a) **Prevention**
- b) **Intelligence**
- c) **Pro-active capability**
- d) **Welfare**
- e) **Information**
- f) **Education**

The policy should reflect a zero tolerance to the criminal use of controlled drugs and drug related crime. Stewards to be trained and effective in dealing with drug related offences/incidents. There should be positive intervention using a range of tactics, such as covert and overt patrol, use of specialist units such as passive drugs dogs. Extensive use should be made of all media outlets. The policy should encompass before and after licensed events, so as to include those setting up the event and those arriving to camp. The policy should include all areas of the event. To facilitate police covert/overt tactics and strategies to be used at any time during the event.

- 7.1 All relevant security stewards shall be trained in respect of drug recognition and the effects in individuals.
- 7.2 Prior to actually entering through the gates into the premises, ticket holders may be subject to a 'stop and search' policy that will be implemented by S.I.A. licensed door supervisors
- 7.3 The licensee will provide "amnesty boxes" on the approach to each entry gate that

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will offer individuals the opportunity to voluntarily surrender any illegal substance they may be carrying.

- 7.4 The licensee will make the necessary arrangements to transfer the contents of the "amnesty boxes" to Thames Valley Police as per an agreed protocol.
  
8. The Licensee will give a minimum of **14 days** notice prior to the build commencing to Thames Valley Police approval of a final event management plan. The licence will have no legal effect unless the Police formally approve the plans of the festival, including the noise management plan, health and safety risk assessment, and event operating schedule, drugs and alcohol policy and eviction and lost child policy.

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