



Havering

L O N D O N B O R O U G H

LICENSING SUB-COMMITTEE WE ARE FSTVL

AGENDA

10.00 am	Monday 12 February 2018	Council Chamber - Town Hall
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Members 3: Quorum 2

COUNCILLORS:

Linda Trew (Chairman)
Phil Martin
Dilip Patel

**For information about the meeting please contact:
Richard Cursons - 01708432430
richard.cursons@onesource.co.uk**

Protocol for members of the public wishing to report on meetings of the London Borough of Havering

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

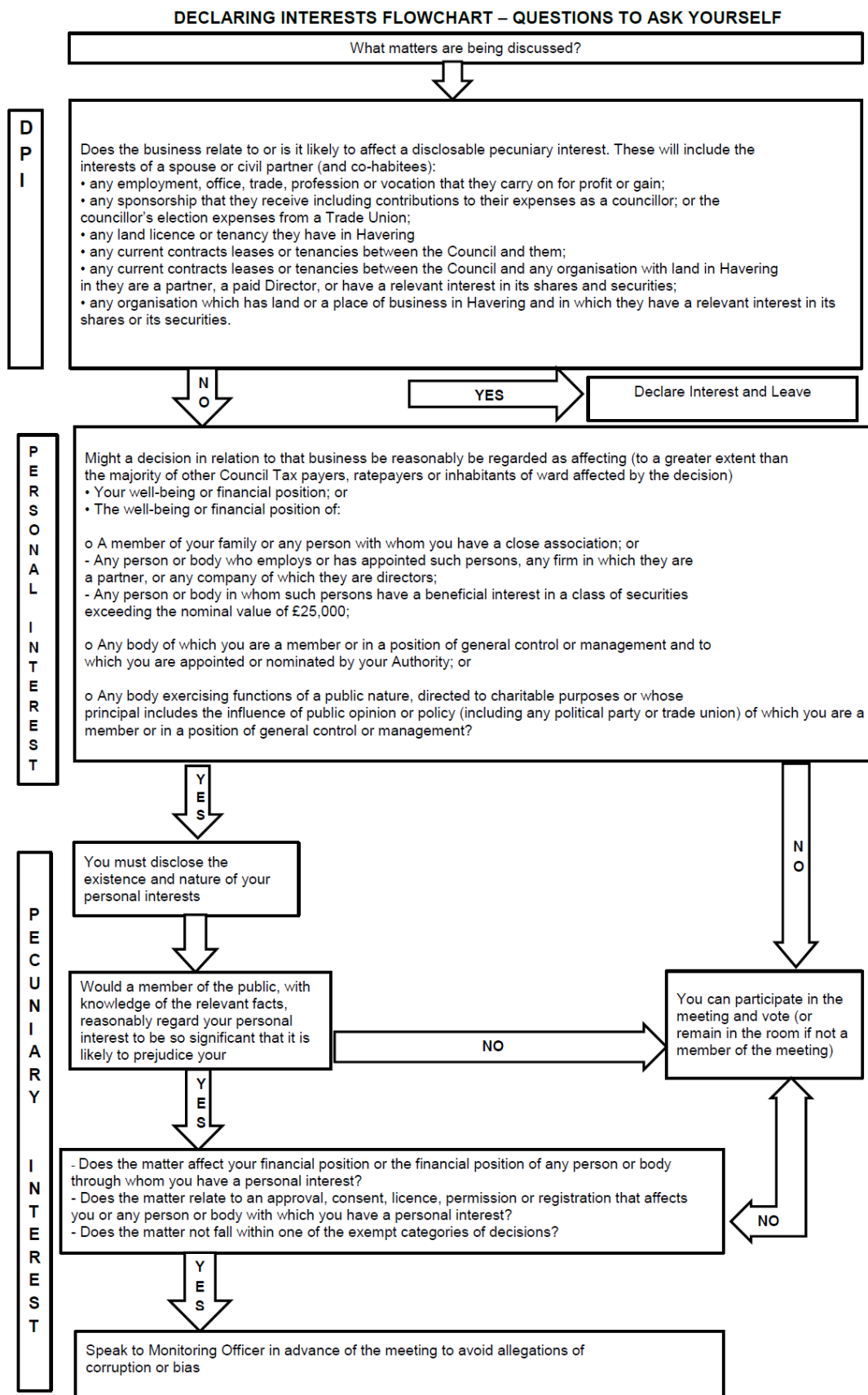
Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.



AGENDA ITEMS

1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

(if any) - receive

2 DISCLOSURE OF INTERESTS

Members are invited to disclose any interest in any of the items on the agenda at this point of the meeting.

Members may still disclose any interest in an item at any time prior to the consideration of the matter.

3 CHAIRMAN'S ANNOUNCEMENT

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

4 REPORT OF THE CLERK (Pages 1 - 6)

Procedure for Hearing – Licensing Act 2003

5 APPLICATION FOR A PREMISES LICENCE - WE ARE FSTVL (Pages 7 - 546)

This application for a premises licence is made by Lime Green Events Ltd under section 17 of the Licensing Act 2003.

Andrew Beesley
Head of Democratic Services

LICENSING SUB-COMMITTEE

12 February 2018

REPORT

Subject Heading:

**Procedure for the Hearing: Licensing
Act 2003**

Report Author and contact details:

**Richard Cursons (01708) 432430
e-mail:
richard.cursons@onesource.co.uk**

Members are advised that, when considering application for a premises licence, the following options are available to them by virtue of the Licensing Act 2003, Part 3, section 35, paragraphs 3 and 4:

"Where relevant representations are made, the authority must

- (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
- (b) having regard to the representations, take such steps as it considers necessary for the promotion of the licensing objectives.

The steps are:

- a) modify the conditions of the licence
- b) reject the whole or part of the application

and for this purpose, the conditions of the licence are modified if any of them is altered or omitted or any new condition is added."

The Sub-Committee will also wish to note that, if none of these steps is required, the application must be granted.

Assuming that the Sub-Committee is satisfied that a hearing is required, then the following procedural steps are recommended. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application now under consideration. This report accords with the requirements of that Act and the Regulations, and in particular Regulations 21-25 (procedure at the hearing).

1. Membership of the Sub-Committee:

- 1.1 The Sub-Committee comprises three members of the Licensing Committee, with a quorum of two members. **Unless there are objections, in the absence of three members, the hearing shall proceed with the quorum of two.**
- 1.1.1 A member of the Licensing Committee will be excluded from hearing an application where he or she has considered an application in respect of the premises in the previous 12 months as a Member of the Regulatory Services Committee; or
- 1.1.2 is a Ward Councillor for the Ward in which the premises, subject to the application, are located; or
- 1.1.3 is a Ward Councillor for a Ward which is likely to be affected by the application or;
- 1.1.4 has a personal interest in the application.

2. Roles of other participants:

- 2.1 The Legal Advisor is not a party to the hearing. The role of the Legal Advisor is to provide legal advice relating to the application and submissions.
- 2.2 The Clerk is not a party to the hearing. The role of the Clerk is to record the hearing and the decisions of the Sub-Committee, and ensure efficient administration

3. Location and facilities:

- 3.1 All hearings will be heard at the Havering Town Hall unless otherwise directed.
- 3.2 Interpreters will be provided by the Council on request, provided notice is given at least five working days before the hearing.

4. Notification of attendance:

- 4.1 The Chairman will enquire of the parties who is in attendance and the parties will indicate their names (and, where relevant, whom they represent). A register will be circulated before the commencement of the hearing on which the applicant, his/her advisers and companions and all interested parties (and/or their representatives) will be asked to record their attendance.

5. Procedural matters:

- 5.1 Prior to the commencement of the hearing, the Chairman of the Sub-Committee will orally inform the parties whether their applications to have certain people attend the hearing (e.g. witnesses) have been granted or

refused. Note this relates to people other than those attending on behalf of a party in the capacity as a representative of the party.

- 5.2 Prior to the commencement of the hearing the Chairman of the Sub-Committee will outline the procedure to be followed at the hearing. This will normally be as follows:

Introduction of the application:

The Licensing officer will outline:

- details of the application and relevant representations received from the parties;
- relevant legislation ;
- relevant Licensing Policy; and
- the time limit in which the Council must reach a determination.

Documentary evidence:

- Documentary or other information in support of applications, representations or notices should be provided to the Clerk of the Sub-Committee at least 7 clear working days before the hearing. If this information is produced at the hearing it will only be taken into account by the Sub-Committee if the Sub-Committee and all the parties consent to its submission. Permission to have this information included in the hearing should be requested at the beginning of the hearing before any oral submissions have been made.
- Statements made by people in support of a party's representation who are not present at the hearing, must be signed by the maker, dated and witnessed by another person. The statement must also contain the witness's full name and occupation.

Representations:

- The chairman will invite each of the parties at the hearing or their representative sequentially to address the Sub-Committee and call any person/s to whom permission has been granted to appear. Each party will be allowed a maximum period of 10 minutes in which to address the Sub-Committee and call persons on his/her behalf.
- This 10 minute period is where each party has the opportunity to orally address the Sub-Committee and clarify any points in which the Sub-Committee has sought clarification prior to the hearing. This 10 minute period should be uninterrupted unless a member of the Sub-Committee or Legal Advisor considers that the speaker is making submissions that are irrelevant, frivolous or vexatious.
- Members of the Sub-Committee may ask questions of any party, at any time during the proceedings. Time taken in dealing with a Member's

question will not be taken into account in determining the length of time available to the party in question to make their representation.

The sequence in which each of the parties will be invited to address the Sub-Committee will normally be in the order of:

- the Chief Officer of Police;
- the Fire Authority;
- the Health and Safety at Work Enforcing Authority;
- the Local Planning Authority;
- the Local environmental Health Authority;
- the Local Weights and Measures Authority;
- the Authority Responsible for the Protection of Children from Harm;
- a navigation or other authority responsible for waterways; and
- any other party that has submitted representations in respect of the application, certificate, notice or other matter appearing before the Sub-Committee;
- the party that has submitted the application, certificate, notice or other matter appearing before the Sub-Committee.

At the discretion of the Sub-Committee the above order may be varied.

Cross-Examination:

Where witnesses have been permitted by the Sub-Committee to speak at the hearing on behalf of a party, permission must be sought from the Sub-Committee before another party can ask the witness questions. This process of questioning is normally referred to as cross-examination. The Sub-Committee will allow cross-examination only where it is necessary to assist it in considering the representations or application.

Relevance:

Information submitted at the hearing must be relevant to the applications, representations, or notice and the promotion of the licensing objectives. The Chairman of the Sub-Committee is entitled to exclude any information it considers to be irrelevant whether presented in written or oral form. The licensing objectives are:

The prevention of crime and disorder;

Public safety;

The prevention of public nuisance; and

The protection of children from harm.

6. Failure of parties to attend the hearing:

- 6.1 If a party, who has not given prior notice of his/her intention not to attend the hearing, is absent from the hearing the Sub-Committee may either adjourn

the hearing or hold the hearing in the party's absence. Where the hearing is held in the absence of a party, the Sub-Committee will still consider the application, representation or notice submitted by that party.

7. Adjournments and extension of time:

7.1 The Sub-Committee may adjourn a hearing to a specified date or extend a notice period except where it must make a determination within certain time limits in the following specific applications:

- Review of premises licences following closure orders where the Sub-committee must make a determination within 28 days of receiving notice of the closure order.

8. Sub-Committee's determination of the hearing:

8.1 At the conclusion of the hearing the Sub-Committee will deliberate in private accompanied by the Clerk and the Legal Advisor who will be available to assist the Sub-Committee with any legal problems but will not participate in any decision making of the Sub-Committee.

8.2 The Sub-Committee will normally make its determination and announce its decision at the end of the hearing.

8.3 Where all parties have notified the Sub-Committee that a hearing is not required the Sub-Committee must make its determination within 10 working days of being given notice that the hearing is not required.

9. Power to exclude people from hearing:

9.1 The public are entitled to attend the hearing as spectators. However, the Sub-Committee may exclude any person from the hearing including any person assisting or representing a party where:

- it considers that the public interest would be best served by excluding the public or the individual person from the hearing; or
- that person is behaving in a disruptive manner. This may include a party who is seeking to be heard at the hearing. In the case where a party is to be excluded, the party may submit to the Sub-Committee in writing any information which they would have been entitled to give orally had they not been required to leave the hearing.

10. Recording of proceedings:

10.1 A written record of the hearing will be produced and kept for 6 years from the date of the determination of the hearing.

11. Power to vary procedure:

11.1 The Sub-committee may depart from following any of the procedures set out in this document if it considers the departure to be necessary in order to consider an application, notice or representation.



Havering
LONDON BOROUGH

Licensing Officer's Report

LICENSING SUB-COMMITTEE

12 February 2018

REPORT

Subject heading:

We Are FSTVL
Damyns Hall Aerodrome Aveley Road
Upminster RM14 2TN
Premises licence application
Paul Jones, Licensing Officer
licensing@havering.gov.uk
01708 432777

Report author and contact details:

This application for a premises licence is made by Lime Green Events Ltd under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 21st December 2018.

Geographical description of the area and description of the building

The festival intends to be located on the Damyns Hall Aerodrome in Upminster. The surrounding area is largely open green land; however, there are four residential properties – Damyns Hall Cottages – located immediately adjacent to the entrance to the aerodrome site.

Details of the application

The application is to permit the following licensable activities:

Regulated entertainment, i.e. films, live music, recorded music, performances of dance		
Day	Start	Finish
Friday	14:00	24:00
Saturday	00:00	03:00
	10:00	24:00
Sunday	00:00	03:00
	10:00	24:00
Monday	00:00	01:30

Late night refreshment		
Day	Start	Finish
Friday	23:00	24:00
Saturday	00:00	05:00
Sunday	23:00	24:00
Monday	00:00	05:00

On-supplies of alcohol		
Day	Start	Finish
Friday	12:00	24:00
Saturday	00:00	02:00
	10:30	24:00
Sunday	00:00	02:00
	10:30	24:00
Monday	00:00	01:00

Hours premises open to the public		
Day	Start	Finish
Friday	10:00	24:00
Saturday	00:00	24:00
Sunday	00:00	24:00
Monday	00:00	14:00

Comments and observations on the application

The applicant acted in accordance with regulations 25 and 26 of *The Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005* relating to the advertising of the application. The required public notice was installed in the 30th December 2017 edition of the Havering Yellow Advertiser.

The application indicates that the licence sought is to be a permanent licence rather than a limited-duration licence as held for previous We Are FSTVL applications. The event is for individuals aged 18 and over. The festival is restricted to a maximum attendance of 39,999 persons, including performers and staff, at any one time.

The application does not indicate when the festival is to occur each year; however, subsequent contact with the applicant revealed that the festival seeks to occur:

On one occasion of four consecutive days (Friday to Monday inclusive) per year, between 1st May – 30th September annually

Further to the provision of regulated entertainment the application indicates that:

Open air outdoor stages will not run later than 23:00hrs.

Clarification with regard to what constitutes an 'outdoor' stage was provided as follows:

Waf01 – tent with roof & some side walls
Waf02 – circular roof structure with no sides
Waf03 – no roof, shipping container perimeter
Waf04 – terminal 1, very long roof, openings in between towers down the sides
Waf06 – marquee with roof & some side walls
Waf07 – long silver techno warehouse structure with roof & side walls
Waf08 – vip, saddlespan structure with roof

Waf02 is deemed by the applicant to be open air and will close by 22:00.

Waf03 is deemed by the applicant to be open air and will close by 23:00.

The remaining structures will therefore operate until the intended 03:00 / 01:30 terminal hours on the relevant days.

Summary

Five representations against this application were made by concerned individuals.

Nineteen representations in support of this application were made by individuals and businesses.

There were five representations against this application from responsible authorities, namely:

- Havering Borough Police
- Havering's Environmental Protection section
- Havering's Health & Safety section
- Havering's Licensing Authority
- London Fire & Emergency Planning Authority



Havering
L O N D O N B O R O U G H

Copy of Application

**Application for a premises licence to be granted
under the Licensing Act 2003**

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Lime Green Events Limited

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description
We Are FSTVL site, Damyns Hall Aerodrome, Aveley Road

Post town	Upminster	Postcode	RM14 2TN
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Telephone number at premises (if any)	01708 556 000
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Non-domestic rateable value of premises	£23,250
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Part 2 - Applicant details

Please state whether you are applying for a premises licence as Please tick as appropriate

- | | | |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | <input checked="" type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | please complete section (B) |

- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a

statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth			I am 18 years old or over <input type="checkbox"/> Please tick yes		
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		

Date of birth		I am 18 years old or over <input type="checkbox"/> Please tick yes	
Nationality			
Current residential address if different from premises address			
Post town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name Lime Green Events Limited
Address Fourth Floor Warwick House, 65-66 Queen Street. London, EC4R 1EB
Registered number (where applicable) 08206488
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
2	5	052018

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

The premises will be used to construct the event site to stage the We Are FSTVL event, and will include;

An outdoor arena within a fenced perimeter..

Multiple performance areas including outdoor stages, marquees and self contained structures.

Supporting infrastructure including campsites, transport hub and car parks bars, catering outlets, toilets and medical & event management facilities appropriate for the scale of the event.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

39,999

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A) ☐
- b) films (if ticking yes, fill in box B) ☒
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☐
- e) live music (if ticking yes, fill in box E) ☒
- f) recorded music (if ticking yes, fill in box F) ☒
- g) performances of dance (if ticking yes, fill in box G) ☒
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) ☐

Provision of late night refreshment (if ticking yes, fill in box I) ☒

Supply of alcohol (if ticking yes, fill in box J) ☒

In all cases complete boxes K, L and M

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) Films will include montage video clips and recordings of musical performances and will be of an appropriate nature to the age of the attending audience. The films or videos will be played on the stage screens outside or in temporary tented structures. Films and videos will be shown in the arena as part of performing acts or in between performances accompanied by amplified and/or unamplified music. Films and videos may also be shown in the campsite accompanied by amplified and/or unamplified music. Individual timings (within the hours applied for here) and details of any exhibition of film will be contained within the Event Safety Management Plan (ESMP) produced as part of the multi-agency event planning process, and the event noise management plan prepared by external acoustic consultants.		
Mon		01:30			
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5) N/A		
Thur					
Fri	14:00		<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6) N/A		
Sat		03:00			
	10:00				
Sun		03:00			
	10:00				

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4) The applicant is providing open air outdoor stages for DJ's and bands playing live music which will include vocal and instrumental music and may be amplified or unamplified. There will be additional performance stages within tented arena structures that will have DJ's and bands performing with amplified music. Sound levels will be agreed in advance with the local authority environmental health department and licensing department to limit the impact on the wider community and promote the licensing objective of the prevention of public nuisance. Rehearsals and sound checks will take place the day prior to the event and on the morning of the event, timings of which will be agreed in advance with the local authority environmental health department. Individual stage timings (within the hours applied for here) and details of the above agreements will be contained within the Event Safety Management Plan (ESMP) produced as part of the multi-agency event planning process, and the event noise management plan prepared by external acoustic consultants. However, open air outdoor stages will not run later than 23.00hrs.		
Mon		01:30			
Tue					
Wed					
Thur					
Fri	14:00				
Sat		03:00			
	10:00				
Sun		03:00			
	10:00				
			State any seasonal variations for the performance of live music (please read guidance note 5) N/A		
			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6) N/A		

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon		01:30	<u>Please give further details here</u> (please read guidance note 4) The applicant is providing open air outdoor stages for DJ's and bands playing recorded music. There will be additional performances stages within tented arena structures that will have DJ's and bands playing recorded music. Sound levels will be agreed in advance with the local authority environmental health department and licensing department to limit the impact on the wider community and promote the licensing objective of the prevention of public nuisance. Rehearsals and sound checks will take place the day prior to the event and on the morning of the event, timings of which will be agreed in advance with the local authority environmental health department. Individual stage timings (within the hours applied for here) and details of the above agreements will be contained within the Event Safety Management Plan (ESMP) produced as part of the multi-agency event planning process, and the event noise management plan prepared by external acoustic consultants. However, open air outdoor stages will not run later than 23.00hrs		
Tue					
Wed					
Thur					
			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Fri	14:00		<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat		03:00			
	10:00				
Sun		03:00			
	10:00				

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon		01:30		Please give further details here (please read guidance note 4) Dance performances may potentially take place at some point on any the various performance stages at the event. Dance performers will appear with some bands and artists who are performing at the event, including DJ's. Individual stage timings (within the hours applied for here) will be contained within the Event Safety Management Plan (ESMP) produced as part of the multi-agency event planning process. However, open air outdoor stages will not run later than 23.00hrs	
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur					
Fri	14:00		Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat		03:00			
	10:00				
Sun		03:00			
	10:00				

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon		05:00	<u>Please give further details here</u> (please read guidance note 4) Late night refreshments will be provided within both the arena and campsites and will mirror the operating times of both these facilities.		
Tue					
			Operational timings (within the hours applied for here), and details of the location and types of the refreshment providers will be contained within the Event Safety Management Plan (ESMP) produced as part of the multi-agency event planning process.		
Wed					
			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5) N/A		
Thur					
Fri	23:00		<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6) N/A		
Sat		05:00			
Sun	23:00				

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) N/A		
Mon		01:00			
Tue					
Wed					
Thur					
Fri	12:00				
Sat		02:00			
	10:30		Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6) N/A		
Sun		02:00			
	10:30				

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

This is an event for 18 year olds only. Protocols for the checking of ID and safeguarding of any underage individuals refused entry to the event agreed as part of the multi-agency planning process and documented with the Event Safety Management Plan (ESMP).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5) N/A
Day	Start	Finish	Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6) N/A
Mon		14:00	
Tue			
Wed			
Thur			
Fri	10:00		
Sat			
Sun			

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

Experience

The applicant has previously held five premises licences for this event and has considerable experience in organising and delivering We Are FSTVL in 2013, 2014, 2015, 2016 and 2017.

The (new) Operations Director/Designated Premises Supervisor has extensive experience of performing the similar roles at other large scale music events over the previous 25 years, and the grant of a permanent premises licence (albeit for one event per year) allows a degree of certainty to assist in the development of a stable Event Management Team for future years.

Planning

By putting in place a permanent premises licence the applicant is able to develop an on-going, structured event planning regime which allows for partnership working with the responsible authorities and other stakeholders, and builds on previous successful aspects of the event operation. As part of this regime the applicant will;

Hold Event Planning Group meetings with responsible authorities and other stakeholders, typically on a monthly basis between November and May, with a post-event debrief meeting within two months of the event.

Consult on proposed event dates with Event Planning Group members and other Responsible Authorities and publicise the proposed event dates at least six months prior to the event.

Hold additional meetings with the Metropolitan Police Service and the event security contractors, on crime reduction planning, protective security and other related topics.

Hold additional ad hoc meetings with other Responsible Authorities and stakeholders to discuss other event planning topics.

Attend scheduled London Borough of Havering Safety Advisory Group meetings to update participants on event planning process.

Publish an Event Safety Management Plan (ESMP) which is regularly updated, typically on a bi-monthly basis between November and May, which documents the operational arrangements to stage the event and promote the licensing objectives.

Ensure that the ESMP includes an; Site Layout Plan, Event Safety Policy, Transport Management Plan, Alcohol Management Plan, Noise Management Plan, Fire Safety Management Plan, Security and Crowd Management Plan (including Ingress and Egress arrangements).

Undertake that;
the first draft of the ESMP will be published six months before the event date.

the second draft of the ESMP will be published three months before the event.

the final version of the ESMP will be published four weeks before the event,
and will be subject to approval by the Responsible Authorities represented on
the Event Planning Group.

Ensure that, should any amendments be required to the ESMP following the
approval above, these are agreed by the London Borough of Havering
Assistant Director of Environment or Group Manager Public Protection.

Stage consultation meetings with local residents at least one month before and
one month after the event.

Additional Measures to promote the licensing objectives.

The creation and operation of a competent and coordinated Event
Management Team.

Restricting access to the event through accreditation and ticketing.

Dissemination of notices and information to the attending public and local
residents both before and during the event.

Partnership working with responsible authorities and other stakeholders
according to a pre-agreed 'year round' planning schedule, with agreed formats
for event information to be provided for consideration by those organisations.

b) The prevention of crime and disorder

The continued employment of an experienced and competent Security/Crowd Management Director to oversee the planning, operation and deployment of security, crowd management and stewarding resources for the event.

Deployment of steward and security staff both inside the licensable area and across the entire event footprint (including car parks, campsites and other strategic locations).

Providing terms and conditions of entry outlining unauthorised items, and exercising the right to refuse entry to any unauthorised/disorderly person, by means of screening on the entry points to the event.

Joint planning and briefing sessions led by the Security/Crowd Management Director between security providers and the Metropolitan Police Service.

Multi-level ingress search operation conducted at event ingress points including the use of passive search dogs, portable metal detectors, normal and enhanced searches and luggage checks. Additional on site searches in operation as part of event terms and conditions of entry.

Implementation of a Crime Reduction Plan for the event, with a focus to reducing criminal activity within the event footprint, working in partnership with the Metropolitan Police Service.

Implementation of a protective security strategy for the event jointly planned and agreed with the Metropolitan Police Service.

Implementation of a monitored and recorded CCTV system at key locations.

Documentation of all measures to promote the prevention of Crime and Disorder within the ESMP as described above.

c) Public safety

The event organiser will promote public safety by adopting the following, and other measures, all of which will be documented within the Event Safety Management Plan (ESMP);

Employment of an Event Safety Officer to oversee build, event and de-rig.

Safeguarding of water supplies through the provision of a water safety management plan. Adherence to food hygiene standards and catering safety arrangements.

Assessment of Contractors and their safety documentation prior to arrival on site.

The undertaking of site and task specific risk assessments.

Sign off policy for temporary installations by contractors.

Checks relating to integrity of temporary structures by independent Structural Engineers.

Protection of audience and staff from noise.

Installation of front of stage barriers to assist in crowd management.

Safe installation and operation of generators and temporary power supplies by competent persons.

Access routes and trackway roads around the site perimeter.

Illuminated signage above exit routes.

Demarcation of specific hazards through highlighting and signage.

Provision of medical facilities on site to agreed levels as documented in the Medical Management plan contained in the ESMP.

Facilities for disabled persons, including disabled access viewing platform and sanitary facilities.

Provision of a crowd management plan; describing the arrangements for the safe ingress, circulation, egress and dispersal of audience members.

Provision of a Fire Safety Management Plan (included within the ESMP) detailing the arrangements for the management of build/de-rig, arena and campsite in relation to fire safety. Provision of fire fighting equipment at structures, exits, cabins, traders, catering units, generators and electrical installations.

Provision of Event Contingency Plans (included within the ESMP) detailing the arrangements for managing incidents.

d) The prevention of public nuisance

The reduction of the potential for public nuisance is a significant priority of the event organiser, and forms a key focus for pre-event planning.

Measures taken to promote this licensing objective are documented in the Event Safety Management Plan (ESMP), the final version of which will be subject to approval by the responsible authorities, and include;

Retention of an independent acoustic consultancy to produce a noise management plan (included in ESMP), monitor on and off site noise in conjunction with the local authority and respond to any reported complaints in cooperation with the local authority.

Development of a traffic management plan and associated staffing, signage and route redirections/closures (included in ESMP) to facilitate audience ingress and egress to the event whilst minimising the disruption to local traffic and providing advance warnings of potential disruption.

Provision of an event production schedule which aims to timetable site deliveries/collections within normal working hours wherever possible to minimise any potential disruption caused by contractors traffic.

Provision of a residents contact telephone line during (i) build and breakdown of the site; 0800 – 2100hrs, and (ii) the event licensed hours; 0800hrs Friday until 1400hrs Monday, plus a year round contact email address.

The staging of consultation meetings with local residents at least one month before and one month after the event.

The provision of direct contact visits to local businesses and premises by members of the Event Management Team during the event licensed hours to provide reassurance and to ensure the effectiveness of the nuisance reduction measures.

e) The protection of children from harm

The event is for over 18's only, and is advertised in advance as such.

Event security staff will enforce this policy by requiring acceptable identification (a card bearing the PASS hologram, a photographic driving licence or a passport) to be produced in the event of any doubt as to the age of ticket holders.

The event entry conditions and procedures for safeguarding any under 18's who are to be refused entry will be contained in the Event Safety Management Plan (ESMP).

The event will operate a 'Challenge 25' scheme as part of it's Alcohol Management Plan, as contained in the ESMP.

Checklist:

Please tick to indicate agreement


- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- ☐ [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none">• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
Signature	
Date	21/12/17
Capacity	Agent/Operations Director

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

We Are FSTVL 2018 premises licence application

Duration clarification

From: Mick Bowles [mailto: [REDACTED]]
Sent: 21 December 2017 15:03
To: Paul Campbell; Licensing
Subject: We Are FSTVL : Additional information and soft copy ESMP v1

Dear Paul,

Wording re: duration "On one occasion of four consecutive days (Friday to Monday inclusive) per year, between 1st May – 30th September annually", this is as per the public notices/newspaper advertisement, and we can include it as a condition if that's the easiest way to deal with narrowing the licence.

ESMP v1 attached. I've divided into four sections, hopefully apparent from the file names, each are around 2-3mb, please let me know if it needs further sub-division.

Any questions please let me know. Thanks very much for your help.

Best wishes,

Mick

Indoors / outdoors clarification

From: Reece Miller [mailto: [REDACTED]]
Sent: 16 January 2018 17:51
To: Trudi Penman; Louise Watkinson
Cc: Mick Bowles; Sian Miller
Subject: whats indoors & whats outdoors - structures for 2018 show

Hi Trudi,

Lovely to see you yesterday.

Please see below structures:-

Waf01 – tent with roof & some side walls
Waf02 –circular roof structure with no sides
Waf03 – no roof, shipping container perimeter
Waf04 – terminal 1, very long roof, openings in between towers down the sides
Waf06 - marquee with roof & some side walls
Waf07 – long silver techno warehouse structure with roof & side walls
Waf08 – vip, saddlespan structure with roof

Hope that helps. Please let me know if you need any more info?

Speak soon,

Reece

From: Reece Miller [mailto: [REDACTED]]
Sent: 18 January 2018 16:43
To: Louise Watkinson; Trudi Penman; Paul Jones; Mick Bowles
([REDACTED]); We Are FSTVL
Subject: RE: whats indoors & whats outdoors - structures for 2018 show

Hi Paul,

Hope you're well.

Waf02 & Waf03 are open air and will close by 23.00, please note waf02 closes at 22.00 as part of our egress plan.

Speak soon,

Reece



APL Event
227 New Ridley Road
Stocksfield
Northumberland
NE43 7QD

Tel: 01661 842394
Fax: 0870 787 7469
Email: info@aplevent.co.uk
Web: www.aplevent.co.uk

Title: We Are Fstvl 2018
Damyns Aerodrome
Upminster

Client: Lime Green Events

Drawing: Proposed Site Layout

Date: 24/11/17

Number: 18/02

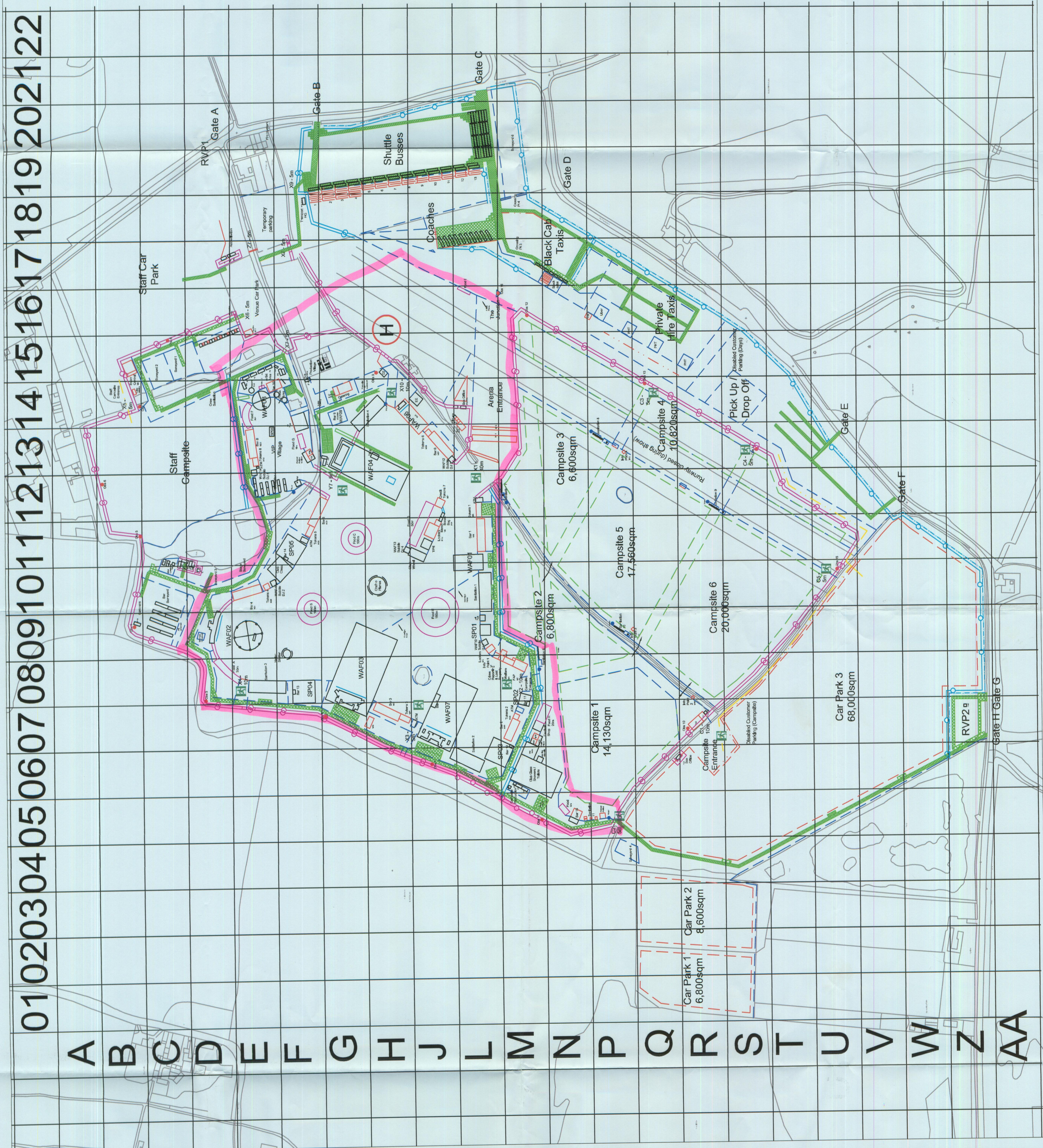
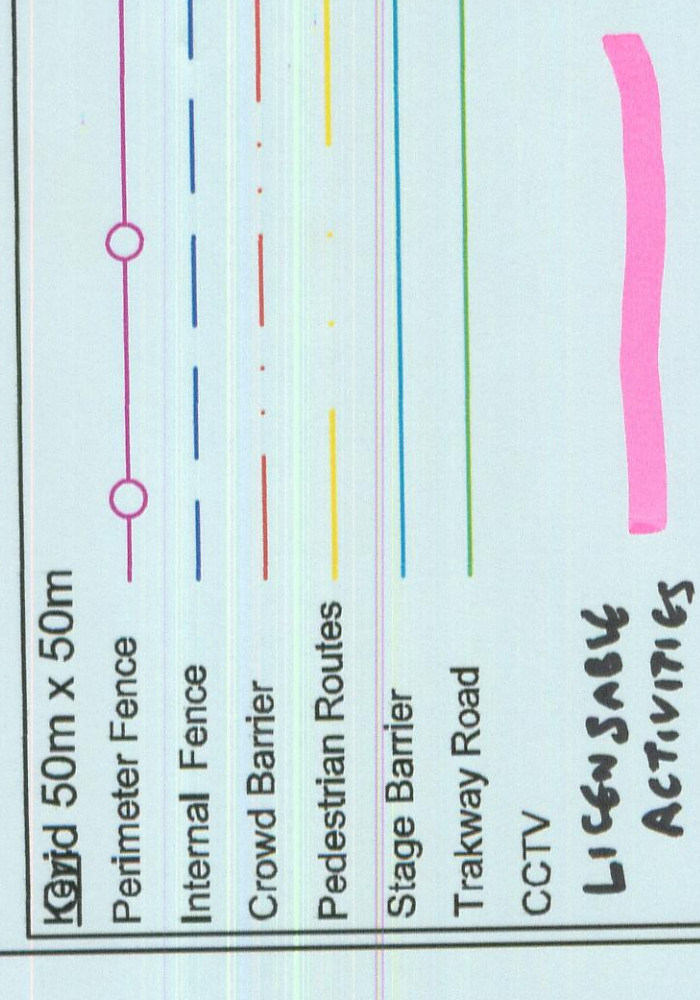
Drawn: SVS

Scale: 1:3000 (A2)

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Changes:
Bars updated and renumbered
Food layout updated
Sponsor pitches updated
Marquee references updated
XCLUSV relocated
Subbie DJ plots added
Campsite activities added
Artist area redrawn

NB. Structures, stage etc are purely indicative and may change subject to each event and agreement with relevant partners





25th - 27th May 2018

Damyns Hall Aerodrome,
Upminster, London, RM14 2TN.

EVENT SAFETY MANAGEMENT PLAN

Produced by	Mick Bowles
For	Lime Green Events Ltd
Date	21st December 2017
Version	One

I. COMMERCIAL CONFIDENTIALITY

This document remains the property of Mick Bowles at all times and must be returned on request. Copyright exists for all information included in this safety documentation, including for the authors of previous years' plans (Paul Cook and Paul Ludford, respectively), where elements of those plans are replicated in this document.

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2. Third Parties in receipt of the documentation may pass it on to an Enforcing Authority with regulatory powers over the event.
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Caution

Mick Bowles has drawn up this Event Safety Management Plan (ESMP) for Lime Green Events Ltd.

Lime Green Events Ltd are responsible for the Health & Safety arrangements for the event, for complying with arrangements outlined in this plan, plus any other requirements to comply with the terms of the Premises Licence as issued by the London Borough of Havering.

Mick Bowles cannot be held responsible for measures taken by the Event Organiser, which differ from those laid out in this plan.

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II. DOCUMENT CONTROL

THIS DOCUMENT IS LIVE AND IS SUBJECT TO REVISION.

Author Control

Name	Version	Action	Sections	Date
Mick Bowles	1.0	First Draft	All	20/12/2017

Publication Control

Name	Version	Issue Date	Issued to
Mick Bowles	1.0	21/12/2017	Reece Miller, Responsible Authorities

Distribution List

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	Operations Director	Mick Bowles	mickbowles@gallowglass.com
	Traffic Management	Geoff Cox	
	On Site Fire Team	tbc	tbc
	Noise Control	Rob Dolling	
	Fire Safety Advisor	Dex Allen	
	Health & Safety	Paul Ludford	paul@aplevent.co.uk
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London Borough of Havering	Building Control	tbc	
	Environmental Health	tbc	
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Metropolitan Police Service	SC & O22	Charlotte Archer	
	Event Command Team	Cameron Chalcraft	
	Protective Security Operations	tbc	
Transport for London	TFL Buses		
	TFL Events		
	LUL		
	LUL Upminster		
	LSTCC		

Individuals on the distribution list are also invitees to Event Planning Group meetings, and are responsible for ensuring that information relating to We Are FSTVL (including ESMP's) is shared appropriately within their organisations and/or departments.

Summary of Amendments

Version	Amendments	

III. CHANGES TO EVENT SINCE 2017

Improved staff campsite, better field for camping, catering unit's nearby, central shower facilities,

Bigger staff car park area

Site map improved layout in the arena, including a reduction in major sound sources,

Improved stage closure times built around new egress transport model

Extended queuing lanes in the transport hub

Upgraded our bar security operator to "Guardforce" for 2018

New accreditation area which will process a higher volume of staff

Additional mgmt. structure for 2018 on multi year contract, Mick Bowles as Operations Director and Designated Premises Supervisor.

staff campsite - area expanded, improved, extended welfare facilities

new staff car parking area created next to production village

event control moved to the north of the site as far away from noise sources as we physically can within our trakway route

moved we are vip, we are xclsv, artist village, press area to behind our terminal 1 structure so those assets are nearer 1 of our main stages

reduced the amount of urban stages down from 2 to 1 by removing waf05 (this is where section boyz were last year), all the urban will go in waf03 for the 2018 show

the campsite village will be part of the arena using the waf03 & waf07 structures for the first time so we've got 1 overall area to manage instead of 2 using bigger shared welfare & first aid facilities

the space used in the north field for the staff campsite is replaced by arena taking up the 2017 footprint that housed the campsite village, vip, xclsv areas.

additional provision of better showers & toilet facilities with club class in the customer campsite

more land drainage planned for the spring in the campsite area xxx

five sponsor areas pencilled into the site map, with two confirmed so far

a reduction of bars from 19 to 15

an increase in variety of food traders, keener focus across different cuisines

reduction in campsite terminal hour for noise sources from 03.00 to 01.30

accreditation area, the position has been re arranged to the right of gate A allowing for more room for parking, left and right, an extra box office adding 4 x extra lanes to service the staff coming in with an improved queuing system. All staff will use RFID wristbands to clock in and clock out, giving the promoter an electronic system on site for the exact amount of staff on site at 1 time

removed the manual cash token booths to a full compliment of token machines on site and a central credit card token area

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1. HEALTH AND SAFETY LEGISLATION

The purpose of this Event Safety Management Plan is to reflect those measures that can be taken (or have already been taken) to ensure that the event is as safe as is reasonably practicable.

General provisions and work practices are covered by the Health and Safety at Work Act of 1974. The Regulatory Reform (Fire Safety) Order 2005 covers provisions relating to Fire Precautions, with specific reference to;

HM Government Fire Risk Assessment Guidance: Open Air Events and Venues

HM Government Fire Risk Assessment Guidance: Small and Medium Places of assembly

HM Government Fire Risk Assessment Guidance: Large Places of assembly

The event will be further regulated by a premises licence issued by the London Borough of Havering (LBH), specifying measures to be taken in promotion of the four licensing objectives (Public Safety, Prevention of Public Nuisance, Prevention of Crime & Disorder, Protection of Children from Harm).

1.1 Merchandising & Special Licensing

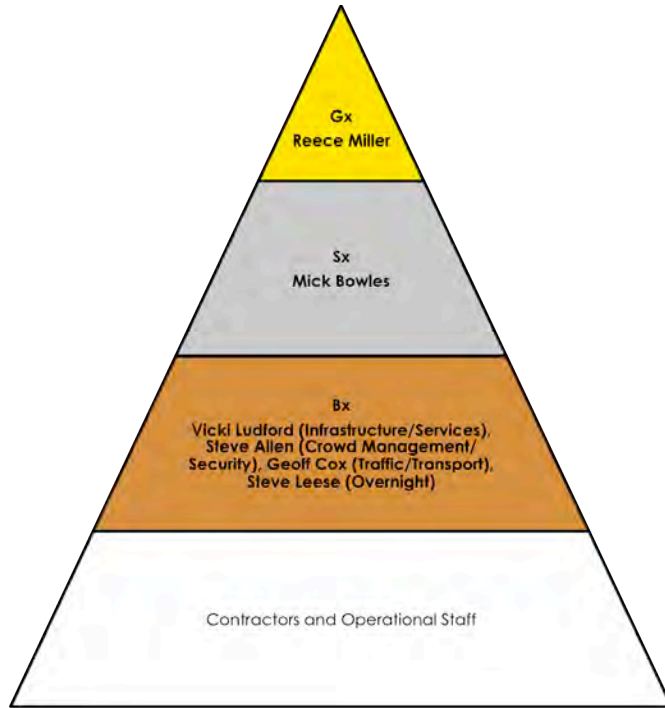
Details to be confirmed, however;

No skin piercing treatments will be permitted on site.

No "legal highs" stalls will be permitted on site.

2. PLANNING, MANAGEMENT AND RISK ASSESSMENTS

2.1 Live Event Command & Control Hierarchy



2.2 Roles & Responsibilities

2.2.1 Event Management

Promoter	Lime Green Events Ltd (LGE)	The organisation responsible for staging the event. The holder of the premises licence and the occupier of the event site under the hire agreement issued by the landowner.
Event Organiser	Reece Miller, LGE.	The Event Organiser is the person responsible for all aspects of licensing and public safety and will be present and available during the event. The Event Organiser, or a Deputy will be available throughout the construction and breakdown of the event.
Operations Director Deputy Event Organiser Designated Premises Supervisor	Mick Bowles	Responsible for the production of the Event Management Plan and the overall tactical integration of onsite resources in relation to the requirements of that plan and those of the various event stakeholders. Responsible for the tactical response to incidents outside the normal running of the event. Responsible for monitoring compliance of event operation with Event Safety Management Plan and with premises licence conditions generally. Ensure bars operation complies with requirements of Alcohol Management Plan/Premises Licence and promotes the licensing objectives.
Security and Crowd Safety Management	Steve Allen, Crowd Safety	Responsible for the production of the Crowd Management and Security Plan and the tactical planning required in the

Deputy Event Organiser.		formulation of that plan. Responsible for the tactical deployment of security staff resources in conjunction with security providers.
Site Infrastructure and Services Management Deputy Event Organiser	Vicki Smith, APL	Responsible for the provision of on site facilities and resources in respect of both the Event Management Plan and the operational and logistical requirements of the Event Organiser. Responsible for the tactical deployment of site resources in conjunction with the appropriate contractors.
Traffic Management	Geoff Cox, CTM	The traffic manager will be the person responsible for producing and implementing the traffic management plan, including emergency contingency plans as required. This includes all required signage, pre-planning, any necessary traffic orders and on site management
Overnight Bronze Deputy Event Organiser	Steve Leese	The Overnight Bronze will deputise for the Operations Director outside the hours of licensed entertainment.
Sub-Bronze Internal and External	tbc	Provide mobile operational support to Event Management Team.

2.2.2 Statutory Authorities

Local Authority	London Borough of Havering (LBH)	The organisation responsible for the management and enforcement of conditions relating to the Premises Licence. LBH also acts as service provider and project manager in respect of some elements relating to the event in relation to Traffic Management Orders.
London Fire Brigade	No on-site role anticipated	
London Ambulance Service	No on-site role anticipated	
Metropolitan Police Service	Gold Commander: Supt Smith Silver: Inspector Chalcraft Bronzes: tbc Event Planner: Constable Archer	The Police role will primarily be the maintenance of order and the prevention and detection of crime. The Police will not be involved in the routine management of the event, although they have specific roles in the management of Emergency Situations and Major Incidents. A separate Police Operational Order will be prepared for this event.

2.2.3 Event Operations

Site Co-ordinators	Sam Smith, Heather McMillan	Responsible for the build and de-rig of the site, management of site rules during these periods and the overall management of the site staff during this period.
Stage Production Manager	Simon Barrington	Responsible for overseeing the installation of all elements of show production (sound, lights, video).
Event Controller	Geoff Cornish	Event Controllers act as the point of contact between all agencies and other stakeholders on site. Event Control will be first point of contact for calls for assistance from event staff requiring a response, and will act as the coordinating body when requiring actions from stakeholders or contractors.
Event Safety Officer	Paul Ludford, APL	The Event Safety Officer will provide assistance as broadly defined in chapter 1 of HSG195 'The Event Safety Guide', namely; pre-event and on-site liaison with contractors, self-employed people and the health and safety enforcement authority, checking of safety method statements and risk assessments, checking of appropriate certificates in respect of installations, electrical supplies, etc., preparation and monitoring of site safety rules, communication of safety information to contractors on site, monitoring and coordinating safety performance

		and coordinating safety in response to a major incident.
Medical Providers	Event Medical Services	The role of the Appointed Medical Provider is to plan the provision of medical, ambulance and first aid services, have responsibility of providing an appropriate management and operational control infrastructure and to liaise with the London Ambulance Service and local Accident & Emergency Department.
Medical Manager	Neil Broadhurst, Event Medical Services	Responsible for all aspects of on-site medical support. To have overall responsibility of the smooth running of the event To act as Event Control liaison. To ensure all medical facilities and support are in place. To deal with any problems or queries which may arise during the event. To liaise with relevant agencies.
On Site Fire Team	tbc	Responsible for proactively monitoring event fire safety arrangements and providing an initial operational response to on site fires or road traffic collisions.
Structural Engineers	tbc	To provide independent verification of structural safety of temporary structures, and certification of their satisfactory completion.
Bars Manager	Jamie Coleman	The Bars Manager is responsible for the implementation of the sensible drinking policy, age policy and the smooth running of the bars on-site, under the direction of the Designated Premises Supervisor. At the end of the event or in the event of an emergency they are responsible for closing the respective bars on time as per the licence conditions or under the instruction of event control.
Food Concessions Manager	Lulu Wilkinson	The Food Concessions Manager is responsible for the catering outlets trading on-site sensibly and the closure of the outlets in line with the licence or under the instruction of the safety team.
Event Noise Control Officer	Vanguardia Consulting	To monitor event noise levels in respect of boundary conditions, liaise with and direct the on-site sound technicians, in respect of operating within these conditions. Attend sites of potential nuisance, and provide information to the Event Organisers and council Officers as required.
Campsite Management	tbc	
Bars & Catering Compliance Manager	Mark Worthington	Assists the Designated Premises supervisor and bars and catering management teams with compliance by providing live event monitoring and audit services.

2.2.4 Stage Management

Each of the stages and arenas is assigned a responsible person for production, artist liaison and stage management.

The Stage Managers are responsible for ensuring the smooth running of the show on their stage. Responsible for enacting show stop procedures and emergency announcements at their respective stages.

Location	Stage Manager
tbc	tbc

2.3 Accreditation

A wristband system will be implemented for all access onto site.

For additional authorisation i.e. FOH, Photo, or AAA, laminate passes will be used in addition to the wristbands.

Wristband colours will change daily for individual day access.

Security staff will be fully briefed on the pass sheet system and deal directly with the accreditation management team.

2.4 Risk Assessment

Event risk assessments are included as appendix C.

3. VENUE AND SITE DESIGN

3.1 Event Summary

Day	Areas	Capacity	Breakdown
Friday 25 th May	Campsite + Employees	9,999	7,000 camping tickets up to 2,999 employees
Saturday 26 th	Campsite + Arena + Staff	39,999	7,000 camping tickets + up to 2,999 employees 30,000 day tickets
Sunday 27 th	Campsite + Arena + Staff	39,999	7,000 camping tickets + up to 2,999 employees 30,000 day tickets

3.2 Event Schedule

	Friday 25th		Saturday 26th		Sunday 27th		Monday 28th		Notes
	Open	Close	Open	Close	Open	Close	Open	Close	
Campsite Car Parks	0800	0200	0800	0200	0800	0200	0600	1400	Staff deployed from 0600
Day Car Parks			0800	0200	0800	0200			
Train Station/Bus Shuttles	1000	2300	0800	0230	0800	0230	0600	1400	Staff bus commences 0800
Campsites	1200							1200	
Campsite Entrance	1200	2100	0800	2100				1200	Staff deployed until 2300
Campsite Bars ¹	1200	0200	1100	0000	1100	0000			
Campsite Food	1200	0300	0500	0300	0500	0300	0500	1100	
Campsite Activities	1400	0030	0900	0030	0900	0030			
Campsite Entertainment (WAF 03 & 07)	1400	0130	1100	0030	1100	0030			
Arena			1100	0030	1100	0030			
Arena Entrance			1100	1600	1100	1600			Staff deployed until 1930
Arena Bars ¹			1100	0000	1100	0000			
Arena Food			1100	0000	1100	0000			
Arena Music - see below			1100	0030	1100	0030			
VIP Area			1100	0030	1100	0030			
XCLUSV Area			1100	0030	1100	0030			
Event Control	1000							0900 (or until clear)	
Overnight Management	0000	1000 (sat)	0000	1000 (sun)	0000	1000 (mon)			

¹ Bar 9, Bar 10 & Bar 15 (XCLUSV, Artist & VIP Campsite Bar) will close at 0100.

3.3 Artists & Running Orders

Artist line-ups and stage running orders will be included as Appendix I, listed below are the stage operating times.

Friday 26th				
Site Plan Ref.	Name	Hosts	Open	Close
WAF03	tbc	We Are Bass	1400	0130
WAF07	tbc	Ants	1400	0130
SP03	Desperados		1400	0030

Saturday 27th				
Site Plan Ref.	Name	Hosts	Open	Close
WAF01		Glitterbox	1100	0030
WAF02	Aerodrome	Circo Loco	1100	2230
WAF03	tbc	Bass Jam	1100	2300
WAF04	Terminal 1	We Are FSTVL	1100	0000
WAF06		Lovejuice	1100	0030
WAF07	tbc	HYTE	1100	0030
WAF08	VIP	Hot Bed	1100	0000
WAF09	XCLUSIV	Hospitality	1100	0030
WAF10			1100	2300
WAF11			1100	2300
WAF12			1100	2300
WAF13			1100	2300
WAF14			1100	2300
SP01			1100	2300
SP02			1100	2300
SP03	Desperados		1100	0030
SP04			1100	2300
SP05	Kopparberg		1100	2300

Sunday 28th				
Site Plan Ref.	Name	Hosts	Open	Close
WAF01		Abode	1100	0030
WAF02	Aerodrome	Defected	1100	2230
WAF03	tbc	Disturbing	1100	2300
WAF04	Terminal 1	Paradise	1100	0000
WAF06		Lovejuice	1100	0030
WAF07	tbc	We Are FSTVL	1100	0030
WAF08	VIP	Mambo	1100	0000
WAF09	XCLUSIV	Hospitality	1100	0030
WAF10			1100	2300
WAF11			1100	2300
WAF12			1100	2300
WAF13			1100	2300
WAF14			1100	2300
SP01			1100	2300
SP02			1100	2300
SP03	Desperados		1100	0030
SP04			1100	2300
SP05	Kopparberg		1100	2300

3.4 Venue Design

A site plan has been included in this ESMP as Appendix A.

The site will have multiple performance areas including large scale temporary structures, outdoor stages, big tops and other self-contained structures. There are also a number of supporting pieces of infrastructure including bars, catering outlets, toilets and medical and event management facilities. All of these are identified on the site plan.

3.4.1 Performance Arenas

Site Plan Ref.	Name	Hosts		
		Friday	Saturday	Sunday
WAF01			Glitterbox	Abode
WAF02	Aerodrome		Circo Loco	Defected
WAF03	tbc	We Are Bass	Bass Jam	Disturbing
WAF04	Terminal 1		We Are FSTVL	Paradise
WAF06			Lovejuice	Lovejuice
WAF07	tbc	Ants	HYTE	We Are FSTVL
WAF08	VIP		Hot Bed	Mambo
WAF09	XCLUSIV		Hospitality	Hospitality

The site will be bounded by a perimeter constructed from 3.4m SteelShield type fence, which incorporate a series of exit gates (either 2.4m or 4.8m wide).

3.5 Audience Profile

We Are FSTVL Anticipated Audience Profile	
Predominant age range	18 - 30
Gender split	40:60 (Male : Female)
Predominant nationality/language	UK/English
Predominant ethnic groups (self-defined ethnicity)	White, Black or Black British, Mixed
Compliance level	Low - Medium
Likelihood of Vulnerable Persons forming part of audience	Low
Percentage of audience likely to require mobility assistance	0.25%
Potential for antagonism (rival factions, opposing teams, etc.)	Low
Family groups	Small numbers
Likelihood of opportunistic criminality	Medium
Likelihood of organised criminality	Low
Potential for disorder	Low
Likelihood of impairment through intoxication	Medium
Likely predominant intoxicant	Alcohol
Ability to understand instructions	High

3.6 Admissions Policy

3.6.1 General

Amnesty bins will be positioned on the route into the event so attendees have the opportunity to dispose of any drugs prior to entry.

A 'soft' ticket check will take place prior to the main arena gates, to act as a filter and prevent access to queue lanes for those without tickets.

Profile checks will be conducted on individuals in the queue lanes using available intelligence from the security providers and the Police. Individuals who are unable to satisfy staff that they are not intending to engage in criminality or anti-social behaviour will be refused entry to the event and required to surrender their tickets.

Security staff will operate an initial bag/coat search and a more detailed profile search as required, followed by a metal detector wand check.

A secondary search will take place as the audience passes through the main arena gates, this will be conducted by passive drugs search dogs and handlers provided by the security contractor.

We Are FSTVL operates a zero tolerance approach to drug crime which is publicised via their website and social media channels. Anyone found in possession of drugs at the front entrance or within the site will be refused admission to the premises and, based on the individuals risk profile, will be dealt with by the Police or ejected.

3.6.2 Campsites

3.6.3 Arena

Glass or alcohol will not be permitted into the event, and security staff will have the discretion as to whether to allow other food products.

In order to minimise the amount of litter leaving the site and to enforce the licence conditions, security staff will ensure that the audience leave behind any unfinished drinks at the end of the event.

No liquids will be allowed into the site, and bags will be limited to nothing larger than A4 size.

3.7 Facilities for people with accessibility requirements

Wheelchair accessible toilets will be provided at each of the toilet blocks with additional wheelchair accessible toilets being provided at each of the first aid points, and adjacent to the main stage front of house viewing platform.

There are two viewing platforms on site across the two main stages.

All of the activities onsite will have wheelchair access or a modification that means that wheelchair users are able to receive the same service at an alternative location.

The wheelchair user viewing platforms are;

- Main stage 4.8m x 7.2m which is suitable for 10 wheelchair users with 10 seated carers.

3.8 Performers

Performers will be managed by the Artist Liaison Team directed by **tbc**. All artists will be accredited for security and, if necessary, driven to their location in buggies using the buggy routes.

The Artist entrance will be located at the back of the Main Stage where the Artist Village is located.

4. CONTINGENCY AND EMERGENCY PLANNING

The We Are FSTVL event contingency plans have been drawn up by the event management team in conjunction with the security providers and circulated to the relevant responsible authorities to ensure a consistent approach to planning. The Event Contingency Plans are included in a separate document as an appendix to this plan (appendix E).

4.1 Event Control Room

A multi-agency event control room will be established and staffed as part of the event arrangements, and will operate as the co-ordinating point during any incidents, emergency situations or Major Incident operations.

The organisations represented within this control room will be;

- We Are FSTVL
- Security Providers
- Medical (private provider)
- Metropolitan Police

Other organisations have attendance at set times during the day for ELT meetings and/or during major incident planning or co-ordination;

- LBH
- NHS
- London Fire Brigade

The Event Control Room is located adjacent to the Staff Campsite Entrance (Gate X5) at Grid Ref B15. The Satellite Event Control (campsite overnight) will be located at **tbc**.

4.2 Operating Times

Open			Close			Location
Date		Time	Date		Time	
Friday	25 th	1000	Saturday	26 th	0200	Event Control Room (main)
Saturday	26 th	0200	Saturday	26 th	0930	Satellite Event Control (campsite overnight)
Saturday	26 th	0930	Sunday	27 th	0200	Event Control Room (main)
Sunday	27 th	0200	Sunday	27 th	0930	Satellite Event Control (campsite overnight)
Sunday	28 th	0930	Monday	28 th	0200	Event Control Room (main)
Monday	28 th	0200	Monday	28 th	0930	Satellite Event Control (campsite overnight)
Monday	28 th	0930	Monday	28 th	1400	Event Control Room (main)

4.3 Event Liaison Team Meetings

On-site multi-agency Event Liaison Team update meetings will be held approximately every three hours. The proposed meeting schedule is below;

Friday 25th	Saturday 26th	Sunday 27th	Monday 28th
	0300	0300	0300
	0600	0600	0600
1000	1000	1000	1000
1300	1300	1300	1300
1800	1800	1800	
2100	2100	2100	
2400	2400	2400	

5. MEDICAL

Medical resources for the event will be planned by the medical providers, and will be subject to review by the London Ambulance Service (LAS).

5.1 Historic Casualty Data

The previous three years casualty figures are outlined below;

Year	Total seen	Transported to Hospital	Audience
2017	304	8	58,924
2016	116	7	49,998
2015	125	5	49,998

5.1.1 Benchmarking

The Event Safety Guide (HSG195) states; "previous experience suggests that approximately 1-2% of an audience will seek medical assistance during an event day. Of these, around 10% will need further treatment on site. Approximately 1% of the number requiring initial medical assistance will require subsequent referral to hospital." (p.122).

Year	% seeking medical assistance	% of those requiring transportation to hospital
2017	0.52	2.63
2016	0.23	6
2015	0.25	4

Arbon et al suggest a 'patient presentation rate' (PPR) defined as the rate of arrival of patients at the field medical post per 1000 people in the crowd, and a 'transport to hospital rate' (TTHR) defined as the number of patients taken to a medical centre per 1000 members of the crowd.

PPR

Means	0.5 – 2.6	3.333		
Typical range	0.14 – 90.00	5.2	2.3	2.5
		2017	2016	2015
	Arbon et al	We Are FSTVL		

TTHR

Mean	0.027	0.1252		
Typical range	0.10 – 0.55	0.1357	0.1400	0.1000
		2017	2016	2015
	Arbon et al	We Are FSTVL		

The medical post is located in a marquee (grid ref. M08), has a potable water supply, track-way ambulance parking to the rear, and has access to the perimeter road and to the off site traffic road via a sterile track-way route at back of house. The medical post is located to provide access for both arena and campsite and operates throughout the live event period until stood down by Event Control on Monday afternoon.

5.2 Local A&E Facilities

(typically within 30 minutes journey time)

Hospital	Address	Telephone	Miles from site
Queens Hospital	Rom Valley Way, Romford. RM7 0AG	01708 435000	3.7
King George Hospital	Barley Lane, Ilford, IG3 8YB	0330 400 4333	6.6
Darent Valley Hospital	Darenth Wood Road, Dartford, DA2 8DA	01322 428 100	6.9
Basildon University	Nethermayne, Basildon, SS16 5NL	01268 524900	8.9

5.3 Medical Plan

The event medical plan is included as appendix F.

6. COMMUNICATION

A multi-channel radio system will be in use during the event.

The following organisations will have radio controllers at Event Control to facilitate message passing & logging.

Security Contractors

Events Medical Services Ltd (Medical Provider)

Voice Over IP (VOIP) telephones will be installed at Event Control (and in other key locations) to provide off site communications should mobile telephone networks be overloaded.

Stage Managers will be equipped with headsets to ensure they can receive radio messages in high noise situations.

6.1 Radio Channels

Ch.	Use	Notes

6.2 On Site Telephone Directory

Location	DDI	Ext

6.3 Contact details

Name	Email	Number

7. TRANSPORT MANAGEMENT

Traffic Management at We Are FSTVL has three phases;

The build & de-rig phases

The event ingress phase

The event egress phase

The Traffic Management Plan for the event is included as Appendix E

8. WORKING AT HEIGHT

Details will be included in this section of the site activities requiring work at height, the contractors undertaking the work and their arrangements for managing this work safely.

9. TEMPORARY DEMOUNTABLE STRUCTURES

All temporary structures will be constructed in line with the guidance provided by the Institute of Structural Engineers Guidance on Temporary Demountable Structures, Third Edition. Details of structures will be submitted to LBH in order to obtain a London Building Acts section 30 licence.

Technical information for temporary structures on the site will be supplied in advance to the Building Control section at LBH who will conduct an inspection and certification regime during the build period.

Temporary structure sign off will be conducted when individual structures are completed, however the deadline for sign off is proposed as tbc.

The table below provides details of the structures to be erected on site;

Structure	Description/Footprint	Supplier

10. FIRE SAFETY

All of the fire fighting equipment will conform to BS EN3: Part 1 1986 (Extinguishers), BS6575: 1985 (fire blankets), and BS5306: Part 3 1985 (maintenance).

10.1 Fire Extinguisher Distribution List

Location	Water	/	CO ₂	Blankets	Dry
Total					

Structures that have been dressed with materials posing a potential fire risk, will be assessed by the event safety officer and signed off as safety compliant by the structure operators before being opened to the public.

Contractors and companies working onsite at We Are FSTVL will have been informed that all potentially flammable material must be treated with a flame retardant product or replaced with inherently flame retardant products. Copies of the flame retardant certificates are collated in advance of the event within the contractor files.

All catering units onsite are required to complete and return a fire risk assessment prior to the event. Copies will be attached in an appendix of this document.

In line with the Smoke Free Regulations all enclosed structures will have clearly displayed No Smoking Signs, the policy of no smoking will be enforced by security staff on the ground.

Those structures requiring individual sign off will have completed London Building Act Section 30 applications. The appointed structural engineers (tbc), will receive all of the documentation prior to the event and then visit the site during the build to carry out checks and advise on any corrective measures.

Once complete and the structural engineers are satisfied with the integrity of the structures, they are signed off by the contractor. During this procedure the LBH Building Control Officers are consulted with and invited to comment on the structural inspections.

10.2 Capacity Assessment Of Whole Site.

Included in this section will be the site capacity assessments.

11. ELECTRICAL AND LIGHTING

Electrical installation will be carried out by tbc and certified as complete according to the 17th Edition of the IET Wiring Regulations. The competent person on site in respect of electrical installations is tbc. Petrol generators are not permitted on site. All power requirements for the event and the build will be sourced from a temporary generator.

Hand held tools should, where possible, be 110V or battery operated. Where this is not possible, and for other hand held equipment, residual current devices having a 30mA tripping current and a maximum operating time of 30 milliseconds should be used. Test buttons should be incorporated.

Cables should be routed away from footfall areas as far as practicable with the following hierarchy applied to site cables;

- Removed from the public/staff footfall area and routed around structures

- Dug into the ground
- Flown over from fixed points
- Cable ramped

All items of electrical equipment brought to site are to be visually assessed by the operator for signs of damage prior to installation. Items deemed to be in doubt will be removed to a separate store and will not be installed unless deemed to be safe by a competent person. No repairs are to be undertaken on equipment in service and all such repairs shall be undertaken by a competent person only.

Portable equipment shall be covered by current PAT certification where appropriate.

Suspended lighting apparatus should be fitted with suitable secondary safety chains or bonds.

A site lighting check will be undertaken by the Event Safety Officer and electrical contractors on the night of Wednesday 23rd May (tbc).

12. BARRIERS AND FENCING

The barriers to be used in front of stage locations where a crowd focus is anticipated will be A-frame type load-bearing barriers (front of stage “pit” barriers), and will be installed by competent contractors, and certified as complete by those contractors.

Additionally these barriers will be inspected by the retained structural engineers as part of the event ‘sign off’ process.

13. CROWD MANAGEMENT

Crowd Management will be undertaken following the guidance outlined in the HSE Publications 'The Guide to Safety at Sports Grounds', 'The Event Safety Guide' and 'Managing Crowds Safely'.

Crowd management will be undertaken by a number of event security/stewarding companies (see below), under the auspices of the Event Security Director, in consultation with the Event Organiser. The Event Security Director will monitor crowd build-up and flow, with particular respect to;

- ensuring that no overcrowding occurs in any part of the site by controlling and directing the audience when entering, leaving and moving around the site and achieving an even flow of people and an acceptable density, with particular respect to ingress and egress points.
- maintaining agreed capacities within the arena, enclosed structures and associated areas,
- keeping emergency ingress and egress routes clear at all times, with particular respect to the perimeter exits and emergency routes,
- monitoring crowd pressure and overcrowding, with particular respect to queuing, stage fronts, and individual structures,
- and will direct event security/stewarding staff as appropriate.

Further details are included in Appendix C.

13.1 Event Phases

Arrival	
Assembly	
Ingress	
Circulation	
Emergency	
Egress	
Dispersal	

14. SPECIAL EFFECTS

It is anticipated that some artists may wish to use special effects or stage pyrotechnics during their performances. The LFB and LBH Health and Safety department will be informed of any requests to do so, and summary details will be included below

Day	Stage	Artists	Pyro/SFX	Comments

15. AMUSEMENTS

The onsite Safety office will have copies of the safety paperwork relating to the fairground rides, which will include;

- Risk Assessment
- Insurance
- Valid ADIPs certification

16. WASTE MANAGEMENT

Waste Management at We Are FSTVL will be managed by tbc.

The proposed site cleaning schedule is included in the waste management plan attached as an appendix to this document (appendix H).

17. NOISE

Noise management and monitoring will be carried out by Vanguardia Consulting, as in previous years. Their noise management plan is included as appendix G.

Site plan design and the positioning of stages will be carried out based on the location of noise sensitive premises, and sound systems have been specified to use line array technology, and be highly directional in their focus of sound.

Site working hours are as agreed with LBH Environmental Protection officers, to limit the potential nuisance from construction and de-rig noise.

Details for proposed sound checks are provided in the Noise Management Plan.

The following control measures will be implemented to protect the public (attendees and non-attendees) from exposure to damaging noise levels:

- The premises licence will contain boundary noise conditions and these will be monitored by the appointed Event Noise Control Officer. Sound systems will be adjusted to take account of these conditions. Much of the potential

- noise nuisance will be mitigated by the use of directional speaker systems.
- In addition to the boundary noise levels, individual stage area noise levels will be set to avoid exceptionally loud noise levels from occurring.
- Within these individual stage areas, where speakers are not flown, or are flown but remain at ear level, barriers will be erected to surround the speakers.
- In order to manage the expectations of the performers and local residents, the promoters have attended meetings and made presentations to local councillors and will make available a telephone number so residents can provide feedback on the day about noise levels. This number will be tbc.

In line with the 'Sound Advice: Control of noise at work in music and entertainment' Health & Safety Guidance booklet produced by HSE, it is recognised that the event organiser has a duty to protect the health and safety of workers – even if noise is deliberately generated and people are willing to expose themselves. For this purpose, the following control measures will be implemented to reduce the risk of hearing damage to workers through exposure to potentially harmful levels of noise:

- The stage area, pit area and front of house control will be considered to be 'hearing protection zones', it is mandatory that personal hearing protection is worn in these areas. Authorised persons only will be allowed in the hearing protection zones.
- The site is laid out so that the concessions, medics and traders are not sited in the hearing protection zone.
- Workers will receive adequate rest breaks away from the hearing protection zones to ensure their cumulative dose remains low. Workers will be advised of the risk involved with prolonged exposure to high noise levels and advised not to use personal stereo devices on breaks as this prolongs exposure and increases risk of hearing damage.
- Noise levels will be monitored throughout the event and will be measured at boundaries to ensure the overall noise level, as set in the licence is not exceeded. In addition to these boundary noise levels, each stage should have a set maximum level to protect those working in the immediate vicinity and hearing protection zones.
- The stage layout will be considered to ensure those instruments with the highest noise output are positioned furthest back with lower level instruments at the front to reduce exposure to pit workers. Risers will also be utilised to elevate the louder instruments such as drum kits and so their output is offset from the ear level of other workers.
- Competent monitor engineers will be employed to operate a well-balanced monitor system and maintain a reasonable work environment for all workers allowing them to operate at a comfortable level.
- Sound checking will be conducted with the minimum number of people present as possible, workers will be informed of sound checking timings before they occur. The duration of sound checking will be kept to a minimum to limit exposure.
- Speaker stacks and flown PA will be separated from workers to ensure it is impossible for workers to get too close to the source of sound. This will be

done using elevation of speakers and barriered areas around ground-situated speakers.

18. SANITATION

The quantity of sanitary facilities is calculated using guidance contained in HSG195 The Event Safety Guide.

18.1 Event Toilet Provision

Ref.	Quantity	Detail	Notes

Toilet blocks have been positioned to allow their servicing and emptying during the event without service vehicles accessing the arena.

Toilet block locations are marked on the accompanying site plan.

Toilets will be provided and positioned by tbc.

19. CAMPSITES

Information to be inserted.

20. INFORMATION AND WELFARE

An information point is situated in the arena, prominently located on the audience route to/from the arena entrance/exit. The information point is staffed by Festival staff.

Additionally a welfare facility is provided at Grid Ref M08 (adjacent to the Campsite Entrance), staffed by workers from Tiger Tea Welfare.

All lost property will be logged onsite with details of potential thefts being provided to the Metropolitan Police.

21. FOOD, DRINK AND WATER PROVISION

21.1 Food

Food concession units will be located around the site, offering a wide variety of hot and cold food and non-alcoholic drinks.

The food traders are managed by Lulu Wilkinson, who will be responsible for collating food safety information and forwarding to the LBH Food Safety by [date].

Appendix [tbc] contains details of the inspection checklists to be completed on site by all food traders.

All drinks will be sold in plastic cups or PET containers.

It is anticipated that Liquefied Petroleum Gas (LPG) cylinders will be used by the majority of food concessions. Various measures will be taken to reduce the build up of LPG cylinders on site. This will include; limits on the quantity of cylinders permitted on site per food outlet, daily deliveries of replacement cylinders, and provision of LPG store locations. Use of LPG cylinders and their storage will be monitored on the on-site fire team.

Grey (waste) water will be managed using waste tanks sited adjacent to bar and catering areas, which will then be emptied using a gully sucker and tanker for delivery into onsite holding bowers, which will then be emptied at the end of each day to an off-site disposal centre.

Grey water tanks are located to allow their emptying during the event without tankers having to traverse public areas of the site.

21.2 Bars

Information to be inserted.

21.3 Water

Fresh water will be supplied to site via a certified potable water tanker, with a back up supply from the mains. Pipe work will circumnavigate the site with off takes at specified locations for toilets, catering concessions, drinking water (including barrier water & water to first aid and to stages), this will remove the need for site vehicle movement or water bowers.

Public water points within the arena will have tap boards and will be appropriately signposted.

22. SAFEGUARDING CHILDREN AND YOUNG PEOPLE

This event is for over 18's only. Challenge 25 in operation with only valid photo id accepted as identification.

This section will include details on arrangements for safeguarding any under 18's who are refused entry to the event.

23. ANIMAL WELFARE

Assistance dogs will be permitted on site. No other animals will be permitted on site either during the live event or the build/de-rig phases.

24. REFERENCES

A Guide to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013, L73, HSE, ISBN 0717610128.

Arbon, Paul & Bridgewater, Franklin & Smith, Colleen. (2001). Mass gathering medicine: A predictive model for patient presentation rates. Prehospital and disaster medicine. 16. 150-8. 10.1017/S1049023X00025905.

Five steps to risk assessment: A step by step guide to a safer and healthier workplace, ING163, HSE, ISBN 0717609049.

Managing health and safety in construction, Construction (Design Management) Regulations 2015, L153, HSE, ISBN 9780717666263.

Maintaining portable and transportable electrical equipment, HSG107, HSE, ISBN 0717607151.

Management of Health and Safety at Work Regulations 1999, HMSO.

NASC Guidance Note SG40:00 - The use of Fall Arrest Equipment whilst Erecting, Altering & Dismantling Scaffolding, National Access and Scaffolding Confederation.

Regulatory Reform (Fire Safety) Order 2005

Safe use of lifting equipment. Lifting Operations and Lifting Equipment Regulations 1998 (LOLER), Approved Code of Practice and guidance, L113, HSE, ISBN 0717616282.

Safe use of work equipment. Provisions and use of Work Equipment Regulations 1998 (PUWER), Approved Code of Practice and guidance, HSE, ISBN 0717608700.

The Event Safety Guide - A Guide to Health, Safety and Welfare at Music and Similar Events, HSE, HSG195, ISBN 0717624536.

Work at Height Regulations 2005, A Brief Guide, INDG 401
<http://www.hse.gov.uk/pubns/indg401.pdf>

25. APPENDICES

APPENDIX A. SITE LAYOUT PLAN



APL Event
227 New Ridley Road
Stocksfield
Northumberland
NE43 7QD

Tel: 01661 842394
Fax: 0870 787 7469
Email: info@aplevent.co.uk
Web: www.aplevent.co.uk

Title: We Are Fstvl 2018
Damyns Aerodrome
Upminster

Client: Lime Green Events

Drawing: Proposed Site Layout

Date: 24/11/17

Number: 18/02

Drawn: SVS

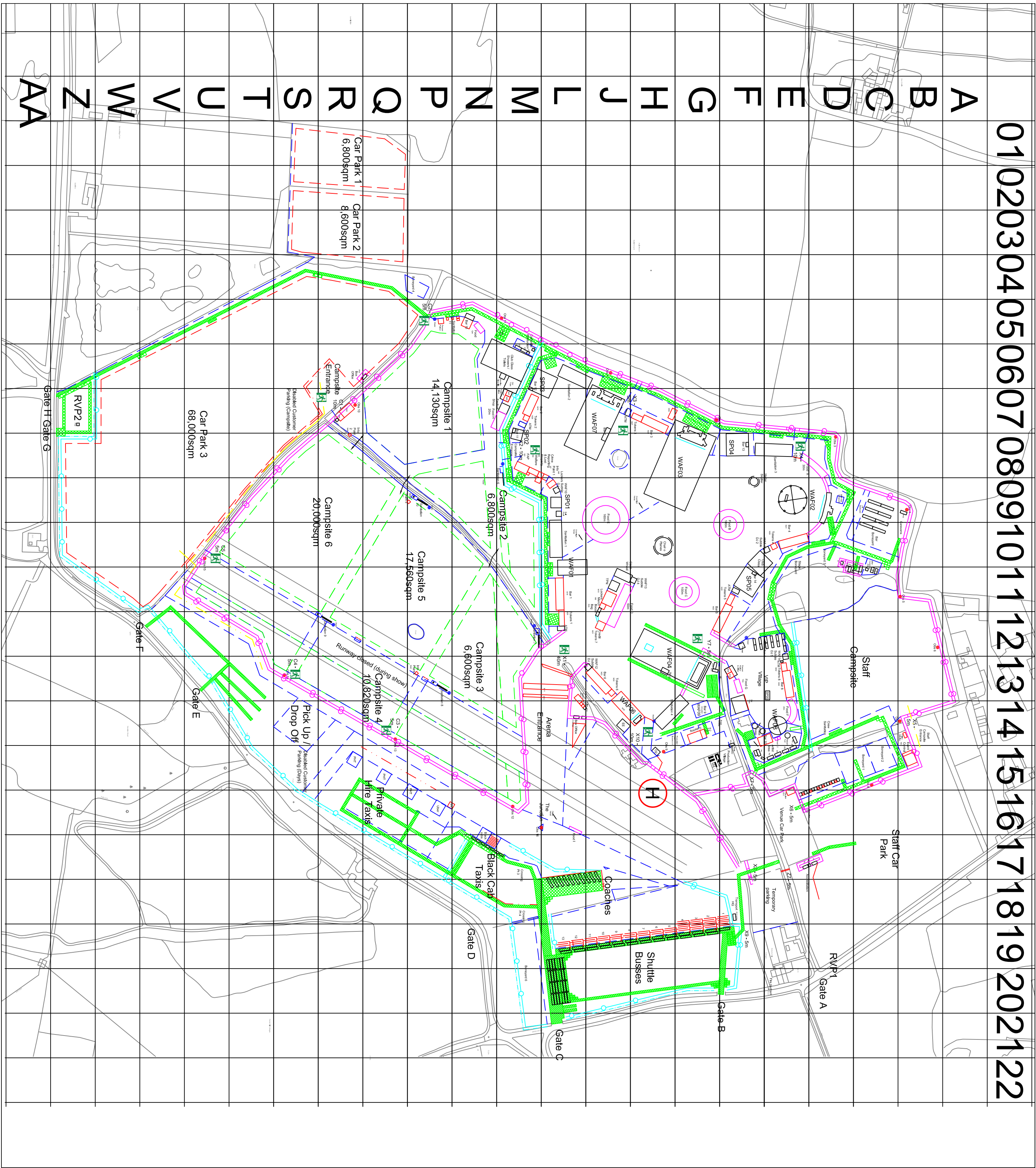
Scale: 1:3000 (A2)

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Changes:
Bars updated and renumbered
Food layout updated
Sponsor pitches updated
Marquee references updated
XCLUSV relocated
Subbie DJ plots added
Campsite activities added
Artist area redrawn

NB: Structures, stage etc are purely indicative and may change subject to each event and agreement with relevant partners

- Legend 50m x 50m
- Perimeter Fence
 - Internal Fence
 - Crowd Barrier
 - Pedestrian Routes
 - Stage Barrier
 - Tramway Road
 - CCTV



APPENDIX B. RISK ASSESSMENTS

Risk Assessment

A comprehensive risk assessment has been compiled covering the build, show and load out elements of this event.

Risk Assessment Explanatory Notes

Severity Indices

1. Minor Injury = Abrasions, bruising, minor burns (reddening of the skin).
2. Significant Injury = Lacerations leading to blood loss, secondary burns (leading to blistering), sprains & strains, muscle & ligament injury, minor head injuries, acute representations of underlying conditions e.g. asthma, epilepsy, diabetes, hyper/hypothermia.
3. Serious Injury = Fractures, trauma leading to significant blood loss, head injuries leading to periods of unconsciousness. Acute representations of underlying conditions such as angina.
4. Major Injury = Multiple fractures, spinal or cervical injury, multiple trauma, injury affecting respiratory system, head injuries leading to significant periods of unconsciousness. Myocardial Infarction.
5. Major Incident/Fatality = Single or multiple fatality or large numbers of injuries in cat 3-4.

Risk x Probability Values

Risk x Probability	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

☐ Acceptable Risk ☐ Risk Acceptable with Adequate Control Measures ☐ Unacceptable Risk

Risk Assessment

This assessment is designed to assess the risk to the following:

1. Workers employed in the construction of the event.
2. Workers employed during the running of the event.
3. Members of the public, both during construction and the show.

It is the responsibility of the safety manager to ensure that an on going assessment take place throughout the duration of the event by individual supervisors and team leaders of each department. Any changes resulting in the escalation of either the severity or the probability rating of an identified hazard or the discovery of a new hazard are to be reported immediately.

Severity		Probability	
1	Minor Injury	1	Unlikely
2	Significant Injury	2	Possible
3	Serious Injury	3	Highly Possible
4	Major Injury	4	Probable
5	Major incident/Fatality	5	Certainty

The probability and severity rating associated with each individual hazard, is calculated before the controls are put into place. Once the controls are in place, the hazard and its severity may not change, but the probability will be reduced to a maximum of 'Unlikely'.

**ALL CONTRACTORS WORKING ON THE EVENT WILL
BE REQUIRED TO SUPPLY RELEVANT RISK
ASSESSMENTS AND SAFE SYSTEMS OF WORK FOR
THE WORK THEY ARE CONTRACTED TO CARRY OUT.
COPIES OF THESE AND ANY OTHER DOCUMENTS
SUCH AS TECHNICAL DATA MUST BE AVAILABLE TO
THE SAFETY OFFICER FOR INSPECTION ON REQUEST.**

Subject Area	Hazards	To Whom	Severity Rating x Probability= Primary risk based on no controls S x P = R			Control Measures	Severity Rating x Probability = Residual Risk S x P = R			Action Required Where Risks are Not Adequately Controlled and other Comments
Installation of Event Infrastructure	Hyperthermia Hypothermia	Contractors and staff	3	3	9	All workers to have access to foul weather clothing (PPE). Facilities to be available for hot and cold drinks and shelter from foul weather. Barrier cream to be provided where required.	3	1	3	All contractors to provide their employees with appropriate PPE and sufficient environmental protective measures.
Environmental Factors	Injury from carelessly discarded litter		3	3	9	Area to be visually checked before work commences. Suitable gloves (PPE) and facilities for the disposal of litter to be provided.	2	1	2	
	Assault by member of the public		3	2	6	Perimeter fence to be installed around working area. 24 hour security to be provided.	3	1	2	
Installation of Event Infrastructure	Collision RTC	Contractors and staff. Other users of the venue. Members of the public	5	4	20	All drivers to observe site speed limit. 10 mph. Drivers to use headlights or orange beacon. (Not Hazard Lights) All crew working to wear hi-visibility equipment (PPE). Vehicles only to move in designated areas. No reversing without a Banksman. No access to site without permission of the site office. Mobile phones and radios not to be used whilst driving unless fitted with hands free adapter. All plant drivers to provide copies of certification to the site office.	5	1	5	
Installation of Event Infrastructure	Failure to maintain control of equipment and plant	Public, contractors and staff	5	4	20	A competent site manager has been appointed to oversee the work of installation and to liaise with production, contractors and statutory authorities. An Event Safety Manager/Officer will be on site during the build/break period to maintain H&S compliance. Production Schedule available in site office. All contractor vehicles/plant movement to be supervised. All persons to be trained and competent. Contractor checks carried out in advance. Site rules provided for all contractors to be observed at all times on site. Contractor Risk Assessments available in advance. Site plant procedure in place from site office, including licence and plant checks.	5	2	10	
Movement of Equipment										

Installation of Event Infrastructure Movement of Equipment	Overhead loads	Contractors and staff.	5	4	20	All lifting equipment to be accompanied by certificate of inspection and SWL (LOLER) or subject to a provable audit trail. Lifting equipment/plant only to be used by those who can demonstrate competence, i.e. certification. All lifting operations to be individually assessed prior to commencement by the plant operative. Exclusion area to be established around site of lift. Hard hats, safety boots and hi-vis (PPE) to be worn at all times during these operations in the identified area. Job specific risk assessment by individual contractors. Tasks undertaken by trained staff of competent contractors. Appropriate design of equipment. Delivery of materials to as close as possible to point of use. Manual handling to be undertaken only where necessary. Lifting equipment (forklift) available for heavy lifting operations. All gangways and access/egress routes to be kept clear at all times.	5	1	5	
	Manual Handling		3	4	12		3	1	3	
	Use of plant (Telehandlers/Forks)		5	4	20		5	1	5	
Installation of Event Infrastructure Underground and Overground Services	Contact with active services e.g. water, gas, electricity	Contractors and staff	5	3	15	Site owner/manager to provide details of any existing services or hazards. Site manager to investigate existing site services and produce hazard map. Survey of services where appropriate and liaison with providers of services e.g. National Grid. Site design to incorporate separation between infrastructure and existing services. Contractors and suppliers provided with Lime Green Events Ltd site rules prior to commencement of work. All contractors to report to site office prior to commencing work. Contractors provided with site hazard plan prior to commencement of work. Underground services to be marked on ground as appropriate. Separation distances to be observed between overhead power-lines, infrastructure and vehicles. Designated crossing points to be provided underneath overhead power-lines. Contractors to undertake ground scan prior to installation of ground fixing and anchorage points and prior to commencing ground works. No access to underground ducts, voids or chambers without permission of site manager and/or Safety Officer. Existing safe systems of work followed at the premises. First aider available during site hours.	5	1	5	Contractors to receive briefing prior to ground fixing or work near overground power-lines or other known site hazard.
	Work in underground ducts, voids or chambers	Contractors and staff	5	3	15		5	1	5	
Installation of Event Infrastructure Lighting	Insufficient visibility for working	Public, Contractors and staff	4	3	12	Main build/breakdown to be undertaken during hours of daylight where possible. Temporary lighting to be provided where night working required.	4	1	4	Temp lighting to be inspected daily. On call electricians to deal with any faults.

Installation of Event Infrastructure										
Use of generated mains power	Electrical Shocks or Burns Fire	Contractors and staff.	5 5	4 5	20 25	All electrical supplies to be installed by competent contractor. Competent Electrician to be on-site during build/break and show-day. All individual contractors own power supplies to be certified as appropriate. All installations to BS7909 Requirements for Temporary Electrical Installations. Electrical distribution to be provided with RCD or RCBO protection as required. Use of 110V or battery operated tools where practicable. Portable tools and equipment to be examined and certificated. Contractor's general safety documentation checked in advance.	5 5	1 1	5 5	
Distribution of power and control cables.	Electric Shock Burns Fire Tripping	Contractors, staff and visitors	5 5 5 3	4 4 4 4	20 20 20 12	Metal structures to be earth bonded as appropriate. Suitable fire-fighting equipment to be provided at source and termination of supply All cables to be installed by a competent person, in such a way as not to obstruct gangways, exits or cause trip hazards.	5 5 5 3	1 1 1 2	5 5 5 6	
Use of power tools	Electrocution Personal Injury Tripping		5 3 3	4 3 3	20 9 9	All cables in public area to be buried or run through cable ramps or other suitable covering. Tools only to be used for purpose intended by persons who have received appropriate training. All electrical installations to be inspected and certified by competent person. All Class 1 electrical appliances to be earth bonded. Good housekeeping with regard to trailing cables. PPE to be worn where appropriate.	5 3 3	1 1 1	5 3 3	

Installation of Event Infrastructure						Manual handling procedures to be implemented as per individual's companies' manual handling training. All crew to be competent and able in the task they are to undertake and all work to be supervised by a competent person. All equipment to be positioned in a way that will not obstruct gangways, emergency routes or fire exits and will not endanger the health and safety of others. All stacked equipment to be positioned in such a way so as it is not unstable. Appropriate PPE to be worn in designated areas. All motors and rigging points to be installed by a competent person. All flown equipment to be supported by suitable lifting equipment and accessories. Secondary 'safety' bonds to be used where appropriate. All flown equipment, including cables to be rigged in a way that will not endanger the health and safety of others. All multi-hoist lifts to be controlled by one appointed and competent individual. Access to areas beneath overhead works to be restricted by barriers where possible. All flown equipment and structures to be 'deaded' off as soon as is possible. Tools and equipment used at height to be attached by appropriate strops/lanyards where practicable. All work at height carried out by competent persons. Suitable personnel fall protection system in use, and rescue policy in place. As much work as possible carried out at ground level to reduce work at height.				
Stacking and handling of equipment	Manual handling injury Falling objects Obstruction	Contractors and staff.	3 5 5	4 3 2	12 15 10		3 5 5	2 1 1	6 5 5	
Rigging/flying of equipment	Falls Falling objects	Contractors, staff and visitors	5 5	2 2	10 10		5 5	1 1	5 5	
Installation of Event Infrastructure										
Fire	Damage by fire or smoke to persons and/or property	Public staff and contractors	5	3	15	Combustible materials to be kept to minimum on site good housekeeping to prevent build up of flammable waste. Waste combustibles collected regularly on-site. Fire extinguishers to be kept easily accessible at pre-identified locations. Extra facilities required for the show will be allocated fire extinguishers as required. Petrol generators not permitted for use. Event Control to be advised of any fires, even after they are considered out. Robust system for alerting fire service. Regular fire patrols around arena and back of house areas. LPG only to be used in accordance with site rules. Spare and empty LPG cylinders to be stored in designated area(s). No smoking zones around fuel and LPG storage points, inside tented structures and on/around stages. Any flammable liquid, substance or material such as diesel, paints, thinners etc. to be stored appropriately and away from vehicle route. Separate detailed fire risk assessment in place.	5	2	10	

Installation of Event Infrastructure General Production	Trips/ falls caused by infrastructure	Public, Staff and Contractors	3	3	9	H&S patrols carried out by Event Safety Manager/Officer, identified hazards removed or controlled as necessary. H&S signage and access prevention systems to be located/used where required. H&S reporting system in place and H&S site log maintained by Event Safety Manager/Officer. Contractors informed of site rules and responsibilities. Contractors responsible for their own working areas during build/break period.	3	2	6	Production staff to report any noted trip hazards or obstacles that become apparent during the event. Stand by site crew to deal with notified hazards.
	Noise/hearing damage		3	4	12	Notices erected to indicate trip hazards that cannot be removed. Good housekeeping to prevent accumulation of hazardous material. Hearing protection zones to be established where necessary. Hearing protection (PPE) available. Qualified First Aider on duty during site operating hours. Drinking water, catering, shelter and sanitary facilities to be provided.	3	2	6	
	Lack of welfare and first aid facilities		4	3	12		3	1	3	
Installation of Event Infrastructure Medical Provision	Cross contamination Needlestick injury	Public, Staff and Contractors	5 5	2 2	10 10	Medical personnel to use appropriate equipment when dealing with bodily fluids (PPE) Usual aseptic techniques for open wounds where possible. Use sharps bins for disposal of medical sharps. Medical provider to supply specific risk assessment. Staff to be aware and maintain observation on patients. Security staff to be on hand at treatment facilities if risk of aggression.	5 5	1 1	5 5	
	Assault or aggression	Staff	4	3	12		4	1	4	
Staff and Contractor Camping	Criminal activity, theft	Staff and Contractors	3	2	6	Designated areas provided for staff and contractor camping. Secure perimeter, security patrols in place. Adequate lighting in place.	3	1	3	
	Fire, burns, smoke inhalation	Staff and Contractors	5	2	10	Portable FFE equipment deployed in camping area. Fire lanes maintained. Good housekeeping to limit build-up of combustible waste. Regular waste removal. Sufficient means of escape from area.	5	1	5	
	Slips, trips and falls	Staff and Contractors	3	2	6	Suitable camping area provided. Hazardous areas including any ditches and water fenced off. Suitable access and egress routes designated.	3	1	3	
	Welfare	Staff and Contractors	4	2	8	Adequate lighting in place. Sanitation and washing facilities provided. Staff catering and refreshment facilities available. Qualified first aider on site.	4	2	8	

The remainder of this assessment relates to the event. The hazards and control measures identified above still apply to any activity that may be carried out throughout the show.

Subject Area	Hazards	To Whom	Severity Rating x Probability = Primary risk based on no controls S x P = R			Control Measures	Severity Rating x Probability = Residual Risk S x P = R			Action Required Where Risks are Not Adequately Controlled and other Comments
Event/Arena Arena Capacity	Overcrowding Crushing Tripping Crowd disturbance	Members of the public, contractors and staff	4 5 3 4	4 4 4 3	16 20 12 12	Arena capacity calculated and agreed with local authority. A-frame barrier in front of stages and delay structures. Robust show-stop procedure in place. Sufficient exits to allow for arena evacuation within a reasonable period. Experienced security contractor employed. Detailed stewarding plan completed by contractor. Constant crowd monitoring by security staff and Event Control. Use of stewards to restrict access if surface becomes untenable. Sit-reps relayed back to Event Control to assist with identification of possible areas of concern. Secure ticketing and pass system in place. Secure perimeter fence.	4 5 3 4 3	1 1 2 1 1	4 5 6 4 3	Showstop procedures are appended to the EMP; the stage manager has the ability to halt the show if they feel that there is a danger to public safety.
Event/Arena Arena Capacity Cross flows and trapping points	Overcrowding Crushing Tripping Crowd disturbance	Members of the public, contractors and staff	4 5 3 4	3 3 4 3	12 15 12 12	Arena designed to allow adequate circulation around stages and attractions. Managed and barriered queuing lanes at entrance(s). Spotters to warn Event Control of developing situation. Steward response teams available to form cordon lines. Good quality extensive signage to assist customers in direction finding. Identified trapping points to be engineered out or access restricted.	4 5 3 4	1 1 2 1	4 5 6 4	
Event/Arena Audience Activity Movement	RTC Collision Crushing	Members of the public, contractors and staff	5 5 5	4 4 4	20 20 20	No unauthorised vehicles allowed on site during event. Vehicle curfew in public areas 1 hour before customers enter the arena. Restricted to key vehicles. Restriction on all vehicle movements in arena during public access other than where authorised by Event Control. No vehicles allowed into arena after show until curfew lifted by Event Control. All vehicles moving in arena to display flashing orange beacon or headlights on. All vehicles moving in arena during event to have pedestrian steward escort.	5 5 5	1 1 1	5 5 5	A multi level vehicle pass system will be in operation. There may be a case for production or ambulance buggies to enter the arena, this will go through Event Control first.

Event/All Areas Adverse Weather	Wet/Cold Weather Hot Weather High Wind Electrical Storm	Members of the public, contractors and staff	4 5 5 5	3 3 3 3	12 12 15 15	Adverse weather plan in place. Robust event management plan and emergency procedures in place. Weather forecast monitored throughout event. Suitable medical and welfare facilities available on site. External medical care <30 minutes. Structures and infrastructure suitable for environment. PPE and welfare available for staff.	4 5 5 5	2 2 2 2	8 10 10 10	
Event/Arena Unstable Structures	Collapse Crushing Trapping	Members of the public, contractors and staff	5 5 4	3 3 3	15 15 12	All temporary structures supplied and erected by competent contractors. Contractors to supply appropriate documentation and technical specs to be held by Event Safety Manager/Officer. Contractors to sign off all structures prior to opening. Contractor to satisfy Local Authority requirements for integrity of structure prior to public opening as required. Wind monitoring on appropriate structures. Show stop procedure in the event of unsafe conditions. All structures suitable for the environment in which they will be used and suitably ballasted where relevant. Public capacities for viewing platforms etc. set prior to the event and managed by security.	5 5 4	1 1 1	5 5 4	All tentage, barrier and staging contractors to have crew on-call during the event.
Event/Arena Noise	Permanent hearing damage Temporary shift damage	Members of the public, contractors and staff	3 2	3 4	9 2	All working personnel to have access to appropriate hearing protection (PPE). Sound level monitoring throughout event. 3m moat between active PA and audience at stages. Mandatory hearing protection zones established for working personnel. Appropriate signage to be placed in hearing protection areas.	3 2	1 2	3 4	Sound monitoring team to liaise with other agencies and production via Event Control.
Event/Arena Fire	Burn injuries Smoke inhalation	Members of the public, contractors and staff	5 5	4 4	20 20	No open fires within arena. (zero tolerance) Good housekeeping to ensure no build up of combustible waste. Fire control equipment positioned strategically around event site. Constant monitoring of site by spotters. Robust fire plan and communications operated by Event Control. Sufficient means of evacuation from affected areas. Diesel generators only. All concessions to have adequate portable FFE. Concessions to be located where any fire will not affect major structures. No flammable material to be stored in audience area. Cleaners to ensure removal of build up at waste points. Prohibited items removed from audience at entrance (gas cylinders, fireworks etc.) Experienced and competent Fire Safety Officer on site whilst event open to the public.	5 5	1 1	5 5	

Event/Arena Audience Activity	Personal Injury from; Crowd surfing/Moshing	Members of the public, contractors and staff	4	5	20	Barrier configuration to reduce pressure and assist crowd separation. Adequate working area in pit, stepped barrier to reduce strain on pit stewards. Pit policy to eject repeat offenders. Constant monitoring of audience by crowd safety team. Crowd spotter on stage for high-risk artists. Artist risk assessment undertaken to identify high-risk periods.	4	2	8	
Event/Arena Audience Activity Queuing	Crushing Trapping	Members of the public, contractors and staff	5	5	25	Sufficient queuing lanes to ensure throughput and holding facility. Lanes to be of adequate construction to resist crowd pressure. Arena opens in good time for audience access. Signage to inform audience of preferred routes around site. Use of stewards to restrict access to congested areas Queuing lanes and entrances designed to avoid cross-fill. Sufficient lighting on access and egress routes. Signage to direct audience member once in the arena.	5	1	5	
Event/Production Artist Areas	Presence of VIP's Crushing Hysteria Breach of secured area	Members of the public, contractors and staff	5	3	15	All artist areas to be made secure and adequate numbers of security staff to be allocated. Artists to be isolated from public areas. Security barriers/fencing in use where appropriate. No access without appropriate level of accreditation. All movement of artist to be supervised by tour security/competent person.	5	1	5	
Event/All Areas Audience Egress	Overcrowding Crushing Tripping Crowd disturbance	Members of the public, contractors and staff	4 5 3 4	2 3 4 3	8 15 12 12	All exits clearly signed and adequately lit. Additional lighting on gates and preferred routes. Stewards with megaphones to direct audience along preferred routes. All exit routes to be free from trip hazards and obstructions so far as reasonably practicable. No routes to be used which could result in trapping or funnelling of audience members. All gates to be marked with gate designation. Pre-arranged egress plan in place. New egress plan for 2016 Additional PA systems on route to inform customers Additional Electronic messaging CCTV Monitoring	4 5 3 4	1 1 2 1	4 5 6 4	

Event/All Areas Public Emergency Egress	Movement of large numbers of people under duress leading to; Crushing Tripping Public disorder	Members of the public, contractors and staff	5	4	20	Emergency evacuation procedure to be put into action. All crew and production staff to be aware of such procedures. Movement of crowd to be monitored and managed by security/crowd management teams. All evacuation routes to be staffed and kept clear at all times. All emergency gates to be staffed while arena is operational. All emergency gates to be in radio contact with security control. Suitable audience lighting to be made available and activated to assist with evacuation of areas during periods of darkness. Access to FOH and monitor engineer to be available to relay instructions regarding emergency announcements. Stage PA to form focal delivery point of evacuation messages.	5	2	10	
Event/All Areas Criminal/Terrorist Activity.	Criminal/Terrorist Activity Leading to Personal Injury	Members of the public, contractors and staff	5	3	15	Event security planning with statutory agencies prior to event. Professional and experienced security contractor employed. Licenced security staff in attendance. MPS to maintain presence in event control. All crowd activity to be monitored at all times by security personnel and CCTV. All unacceptable behaviour by members of the public to be dealt with accordingly. Regular agency meetings to take place throughout event. Ongoing CT review in light of instances in crowded places and regular updates with MPS	5	2	10	Multi-agency meetings to be held throughout events.
Event Assault	Assault Physical Abuse Verbal Abuse	Contractors staff and members of the public	4	4	16	Regular security patrols. All steward / security supervisors to be in radio contact with either security control or Event Control. Security response teams to assist staff who require support.	4	2	8	Ejection policy for anyone caught committing criminal damage, stealing or abusing staff or fellow event goers.
Event Pyrotechnics	Fire Burns/Injury	Performers, Staff, Contractors and members of the public	5	4	20	All pyrotechnics pre-planned. Product sourced from reputable suppliers. All data sheets / risk assessments / method statements supplied in advance. All pyrotechnics stored appropriately prior to use, and operated and disposed of inline with manufactures instructions. Pyrotechnics transported in appropriate vehicles. Only to be used by competent/trained persons. No firing without line of sight. Open-air pyrotechnics subject to approval by the CAA where applicable. All persons working near to fire zone to be briefed. Pyrotechnic product suitable for environment, and portable FFE available. Safety demonstrations to be carried out in advance of performance where required. All effects subject to approval by Local Authority/Venue.	5	2	10	

Event Special Effects (other than Pyrotechnics)	Fire Burns/Cold Burns/Injury Ocular Damage Photosensitive epilepsy	Performers, Staff, Contractors and members of the public	5	4	20	All special effects pre-planned and subject to separate risk assessments. All effects to be suitable for environment and COSHH data supplied prior to event where applicable. Professional products sourced from reputable suppliers and installed and operated by competent persons to the manufactures instructions and relevant HSE guidance. All consumables appropriately stored and disposed of inline with manufactures instructions. No operation without line of sight. Open-air effects including balloons and lasers subject to approval by the CAA where applicable. All persons working in affected areas to be briefed. Portable FFE available. MPE levels to be followed where applicable. No direct laser scanning of audience members, appropriate safeguarding of workers to be in place. Compressed gas to be appropriately stored and handled. Loose media products to be fire retardant and non-conductive. Warning signage to be displayed at public entrances and location of effects as appropriate. Artist/acrobat effects to be carried out by experienced persons and rehearsed prior to performance. Safety demonstrations to be carried out in advance of performance where required. All effects subject to approval by Local Authority/Venue.	5	2	10	
Event Customer Car Parking and Vehicle Access. Coach And Shuttle Services.	Collision RTC Theft Fire	Members of the public / customers	5 5 5	2 2 2	10 10 10	Car park / site speed limit in place 10mph. Competent and experienced traffic management contractor employed. Traffic management plan in place and pre event transport meetings with relevant agencies. Appropriate signage in place. Designated and suitable access routes in place. Car parks, PUDO and on site vehicle routes to be adequately staffed with competent persons. Queuing lines in place at coach, shuttle bus and taxi pick up points. Suitable crossing points selected and suitably staffed to assist members of the public to cross roadways where necessary. Members of public strongly discouraged to walk on highway, standby vehicles in place to sweep roads of pedestrians. Adequate temporary lighting in place. Security patrols of designated car parks. Experienced and competent Event Fire Officer on site whilst event open to the public. Adequate levels of PFFE on site.	5 5 5	1 1 1	5 5 5	

Event Provision of Food and Drink	Food or Waterborne Illness	Performers, Staff, Contractors and members of the public	4	3	12	Installation of temporary water systems by competent contractor. Drinking water installation to meet statutory requirements and tested prior to use to ensure potability. Where in use, water storage vessels to meet requirements for length of storage etc. Plumbing contractor on-site throughout event. Competent and experienced catering supplier contracted for event. All concessions and catering suppliers vetted prior to event. All concessions and catering suppliers required to provide food safety / HACCP documentation along with risk assessments and registration details prior to event. Liaison with local authority environmental health department prior and during event.	4	1	4	
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Date of Assessment	Carried out by	Signature
18 th August 2016	Paul Ludford	
Date of next review	15 th December 2017 or sooner as required	

APPENDIX C. SECURITY MANAGEMENT AND OPERATIONS PLANS



Security Management Plan

“We Are Festival” – Draft Ver. 1

Friday 25th – Monday 28th May 2018

Damyns Hall Aerodrome, Aveley Road, Upminster, RM14 2TN



Document Date | 08th Dec 2017

Drafted by | Steven Allen *FdA MIFireE MIFSM FIIRSM RSP*

OSHCR – Registered Consultant

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Public Space Surveillance – 1091 7449 8570 3563

This plan has been formed through information provided by the promoter's, on site meetings, consultation with suppliers, contractors, and a thorough review of the previous event in 2017. The plan remains a 'live document', which will be subject to an ongoing review and consultation with the SAG, London Borough of Havering and the Metropolitan Police.

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1. AMENDMENTS FROM PREVIOUS VERSION PLAN

Page	Section	Comment
N/A	N/A	<i>This is the First Version of this Document</i>

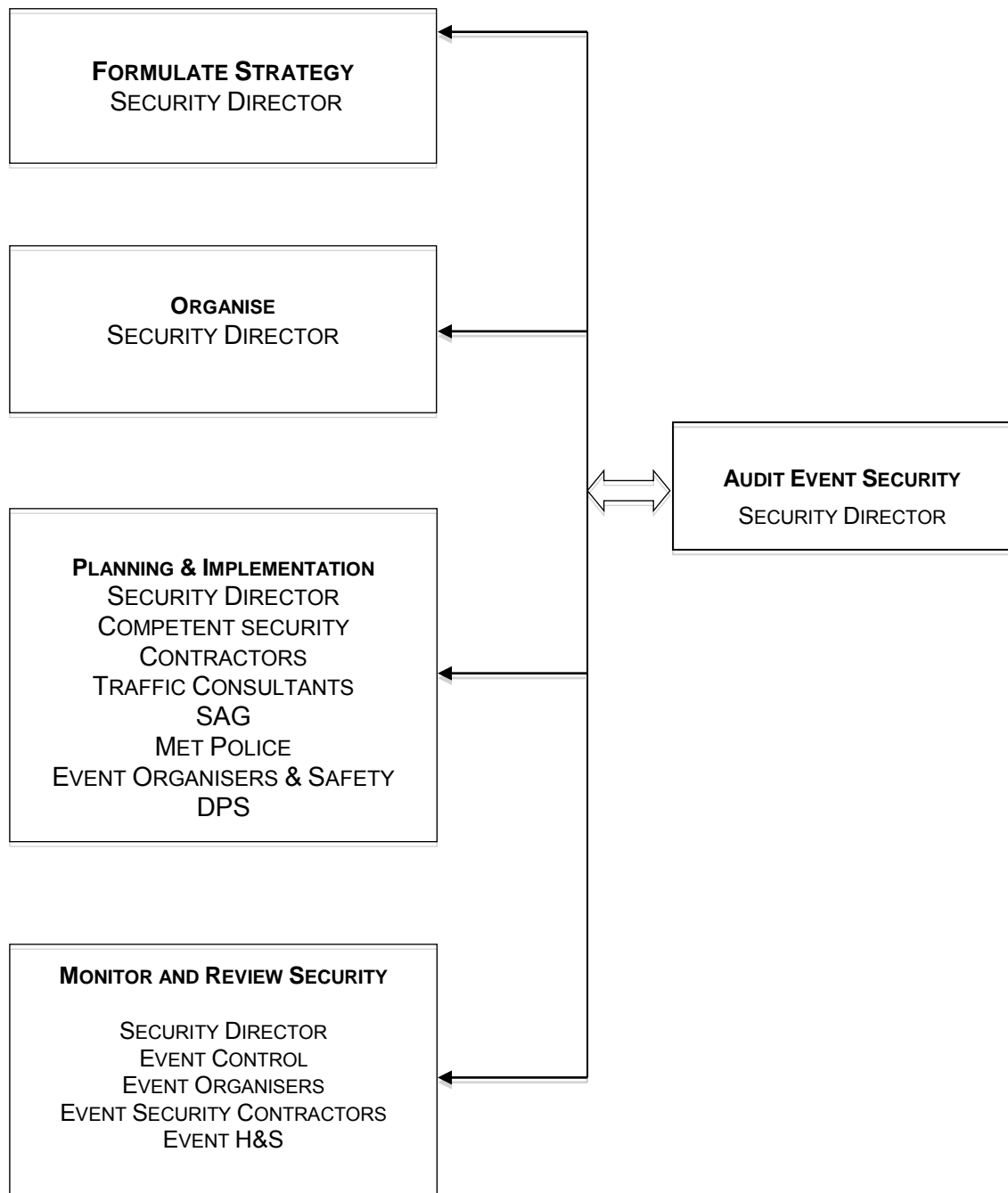
2. KEY INFORMATION

Local Authority	London Borough of Havering
Police (MPS)	Metropolitan Police – Lead Event Planner - Charlotte Archer
Licensing Officer's	Oisin Daly – Metropolitan Police
DPS	Jamie Coleman, SFC Event Bars Ltd
Event Organisers	Lime Green Events/We Are Festival
Premise License Holder	Lime Green Events
Event Gold	Reece Miller
Event Controller (Silver)	Mick Bowles
Security Director	Steve Allen
Deputy Security	Trevor Arthey
Event Dates	Campsite: Friday 25 th – Monday 28 th May 2018 Arena: Saturday 26 th – Sunday 27 th May 2018
Event Timings	1100hrs – 0030hrs (SAT/SUN)
Arena Public Attendance	30,000 + allowance for up to 2,999 staff
Campsite Capacity	7,000
Audience Demographics	40/60 male/female with a primary age group of 18 – 30 years.
Event Format	Multi – stage performances of live & recorded music, campsite, food, beverage and licensed outlets

3. TERMS OF REFERENCE

- Licensing Act 2003
- Private Security Industry Act 2001
- Health and Safety at Work Act etc 1974
- Indg 163 Risk Assessment
- Regulatory Reform (Fire Safety) Order 2005
- CDM Regulations 2015
- Management of Health and Safety at Work Regulations 1999
- Misuse of Drugs Act 1971
- Drugs Act 2005
- NACTSO Counter Terrorism Protective Security Advice for Major Events
- Workplace Health Safety and Welfare Regulations 1992
- Health and Safety (Safety Signs and Signals) Regulations 1996
- The Purple Guide to Health Safety and Welfare at Music and Other Events (3rd Ed)
- Managing Crowds Safely; HSG 154 - HSE
- License Conditions Imposed by Havering Council
- Common Law “duty of care”
- Psychoactive Substances Act - 2016
- Crowded Places: The Planning System and Counter – Terrorism 2012

4. FRAMEWORK FOR SECURITY MANAGEMENT



5. INTRODUCTION

The document relates to the proposed “We Are Festival” event to be held in the London Borough of Havering on Friday 25th - Monday 28th May 2018.

WE ARE FESTIVAL (the “Event”) is promoted and organised by Lime Green Events Ltd (the “Promoter”) who will be applying for a license to host 39,999 persons daily with a 7,000 capacity campsite and 30,000 day visitors. 2018 will be the 6th annual succession of We are Festival’s.

This Security Management Plan (“SMP”), details the processes and procedures which will be adopted and is produced for the safe management of those attending, performing, working and others that may be affected by the event. The event security will be run in accordance with the final agreed SMP, after consultation with the SAG.

Following numerous site visits, consultation with the Promoters, Event Management, Traffic Management Consultant, Event Health and Safety consultants, Crowd management & Security providers, and Metropolitan Police, this document serves to represent the procedures that should be adopted in order to provide a safe and successful event. This SMP will be treated as a “live document” up until final approval by the relevant authorities, whereby issues will be dynamically assessed and amended where necessary.

5.1 Sunset

Is forecast as being **circa 2100 hrs**

5.2 Moon Phase

Between New Moon and First Quarter (Half Moon)

5.3 Public Right of Way

There are no public rights of way on this event site. As such, all persons on site will be bonafide ticket holders, accredited guests, staff, contractors and statutory bodies in the line of their duty, or other accredited persons performing. There is NO readmission to this event.

6. EVENT OVERVIEW

The Event Summary will be shown in the ESMP.

Terms and conditions of entry will apply to all patrons, contractors, performers, guests and traders. Said Terms and Conditions will be circulated in advance of the event.

6.1 Operational Times

See Appendix 2 of this plan – Operational Times. Operational times can also be found within the EMP

6.2 Campsite

The campsite will be under the direction of a competent Campsite Manager, Joanne Moore, who is well versed with camping at major events and managed the 2017 campsite. Likewise, the security contractor Global Security and Stewarding is a company who have extensive experience of providing security services to campsites at other major festivals throughout the UK and as such, have accrued vast experience in the crime prevention and deterrent strategies required, to fulfil a safe, secure and successful experience whilst employing suitable crime reduction strategies.

The Security Director will work closely with the campsite security provider, Global Security and Stewarding, to ensure a cohesive strategic, tactical and operationally effective plan is in place to mitigate the risks and threats associated with the campsite namely but not restricted to: *Theft, Sexual Assault, Violence, use, or sale of, Illegal substances/prohibited items.*

6.3 Transport Hub

A dedicated external manager will manage the transport hub. Stuart Security will manage the crowd within the transport hub for the arrival, egress and dispersal phases where they will be redeployed from the main entrance as lanes are progressively closed. This redeployment will serve to effectively manage the crowd and prevent crowd related issues at this location post event.

7. EVENT CONTROL (EC)

There will be an on site Event Control Room to coordinate the event and partnership working. I will be overall in command of security operations on site with competent representatives' from each security provider, within the EC to communicate effectively to their Management and Supervisor's on the event ground. It is recognised that Social Media SPOC will be present in Event Control which will serve to assist the management of the event. Metropolitan Police will have representation within the EC to effectively communicate with the Security Director.

7.1 Event Control Meetings

A resilient and formalised command and control structure will be put in place for the event, aligned to established multi-agency partnership arrangements and with clear escalation procedures identified.

All agencies represented on site will co-ordinate their activities through the EC. In support of these arrangements, it is proposed that onsite EC Meetings will take place every 3hrs to provide a clear understanding of the event position and determine what additional measures may be necessary. The Security Director will be present at each meeting as will representatives from Stuart Security, Security Nation, Global Security and Stewarding and Guardforce Security and ICDS . The Metropolitan Police will be invited to attend these meetings.

8. EVENT SECURITY STRATEGY

The 2018 event sees the continuation of an independent Security Director to source and manage competent event security providers pre-event, for the strategic planning phase and during the event for the tactical and operational elements.

It is unclear if this event will be a Police free event in terms of Special Police Services (SPS), however, there will be a uniformed Police presence in the environs of the site.

8.1 Security Risk Assessment

A Security Risk assessment has been considered for this event, taking into consideration historical incidents, intelligence, and first hand experience of other events. The threat assessment will be based on historic incidents at this and other events, current threats and consultation with the Police and Event Security contractors'. a live document, which will be updated as, and when further information, or intelligence, comes forward. The threat assessment will be shared with all security contractors and the Metropolitan Police. The significant hazards and counter measures will be recorded in a stand alone documents and circulated to contractors and the SAG.

8.2 Powers and Policy

Event Security will be proportionate, lawful, accountable and necessary. In considering the strategic approach to this event I have taken into account the ECHR principles: Article 2 – right to life (given the nature and public safety aspects of this event), Article 5 – liberty and security Article 8 – right to private and family life, in relation to the impact it may have on the community.

8.3 Use of Force

The Security Director, after consultation with the Metropolitan Police, will remind all security providers on the “use of force”. A specific briefing, on the Use of Force, will be scheduled to Event security contractors in advance of the event. The MPS will be invited to attend this briefing and provide input.

- Security staff, in carrying out their duties, shall so far as is reasonably practicable apply non-violent methods before resorting to any use of force.
- Security staff should use force only when strictly necessary and where other means remain ineffective or have no realistic chance of achieving the lawful objective.
- Any use of force by security staff should be the minimum appropriate and proportionate to the circumstances.
- Individual members of staff are accountable and responsible for any use of force and must be able to justify their actions in law.

S3. Criminal Law Act 1967

Staff will have the authority to use “such force as is reasonable in the circumstances in the prevention of crime, or in effecting (or assisting in) the lawful arrest of offenders, suspected offenders or persons unlawfully at large.”

8.4 Options and Contingencies

I have considered the event security role in this event:

The event organisers are responsible for overall management of the event including public safety. Within their event management plan they will outline how the large numbers of people attending this event will be kept safe on their way to the event, during the event and on leaving the event. The crowd management plan should include considerations of the different types of people attending and have special arrangements in place for those with accessibility needs.

The licence holders for the bars have a responsibility to comply with the licence conditions and to prevent crime and disorder. Security will be present on all bars to support the license conditions.

The EMP will include how the organisers will respond to an incident in the event footprint and how we will facilitate emergency services response to an incident.

A Statement of Intent will be provided between security providers and organisers to prevent any ambiguity on roles and responsibilities. This final document will be prepared no later than 6 weeks prior to the event and circulated to the SAG.

8.5 Over-arching Strategic Aim

This is a pre-planned event with an identified event organiser. The event organiser is responsible for the safety of persons attending the event and those affected by it.

My over-arching aim is that the security providers work in partnership with key stakeholders to ensure that the event organisers are able to meet their obligations effectively; by providing

a proportionate visible presence to prevent crime, anti-social behaviour and disorder and provide a prompt and effective response to spontaneous incidents that may occur.

So far as reasonably practicable security will deliver core responsibilities namely:

- The Protection of Life and Property
- The Prevention of Crime and Disorder
- Public Safety
- Prevention of Public Nuisance
- Protection of Children from Harm

8.6 Strategic Objectives

1. Work in Partnership with the event organisers, the SAG, the local authority and other relevant agencies to ensure the event organisers are able to meet their responsibilities to minimise risk to the general public and those attending or working at the event with regard to the Licensing Objectives.
2. Provide a proportionate visible presence in the environs of the event to provide reassurance, deter crime, anti-social behaviour and disorder. Provide an effective and prompt response to any spontaneous incidents.
3. Lawfully and proportionately gather intelligence on individuals and groups attending the event who may have criminal and/or violent intent, to inform the threat assessment and ensure a proportionate security response.
4. Provide a physical security presence to those residential and commercial properties identified in the pre-planning, to prevent disturbance and protect property.
5. In the event of a major incident, including terrorism or any other emergency, to respond effectively to preserve and protect life under the direction of event control or the emergency services.

8.7 Event Security Staff

Will provide a proportionate security response with the ability to scale up and down, the visibility and tactics dependant on the threat assessment at the time.

The Event organisers will fulfil their responsibilities to hold a safe event and to prevent crime and disorder.

Where security are required to respond to spontaneous incidents, they will provide a proportionate response and be mindful of the impact their actions could have on large numbers of people, particularly where alcohol or drugs may be a factor.

(i) Preferred outcome:

The event passes off safely without disorder or crime. Security intervention is limited to reassurance and engagement and there is no necessity for the use of police involvement.

(ii) Acceptable:

The event passes off safely. Some minor anti-social behaviour, contained disorder or crime occurs but an effective and prompt response prevents any escalation or safety issue . Appropriate, reasonable and proportionate security intervention is necessary and the event is managed in a manner compatible with other safe and successful events.

(iii) Unacceptable:

The event compromises public safety and/or where serious disorder and or crime occur. There is a disproportionate use of security resources.

All staff involved in the event security operation will act in a manner, which represents the core values as, outlined below:

- Common sense and professional sound judgement
- Act with integrity, courage and compassion
- Respect people and keep our promises
- Experiences are used to learn and improve

8.8 Tactical parameters

During the planning phase, the event organisers, security contractors and the Police will inform me of any change in the threat assessment that would require me to consider other resources for the event.

During the event, an ongoing dynamic threat assessment will be made based on the information and intelligence that becomes available. The impact this could have on the crowd dynamics of the event will be considered in our responses to incidents

8.9 Command Protocols

I will ensure that a Statement of Intent is completed, with each security provider, and that we are clear on roles and responsibilities and also, in what circumstances the Metropolitan Police would assume command of the event.

I will be in command of security operations, with a deputy to assist me in my role. Each Security contractor will have representation within the EC, who will be able to communicate effectively with Managers and supervisors on the ground, whilst relaying information back into the EC of any incidents, to provide an informed response.

I am satisfied that the EC on site, together with the effective Command and Control we will have in place, will ensure a co-ordinated and effective security response to incidents. This strategy will be reviewed and updated as more information and intelligence arises.

9. TACTICAL AND OPERATIONAL OBJECTIVES

- To maintain a safe and secure environment for members of the public attending the Festival.
- To maintain a safe working environment for members of staff and contractors working at the Festival.
- To provide a secure environment for the artistes performing at the Festival.
- To ensure minimum disruption to members of the public living within the environs of the festival site.
- To deal positively and proportionately with any incidents of disorder.
- To deter and prevent crime.

- To monitor for any persons underage and prevent/deter entry.

9.1 Main Arena

- To ensure that only authorised and bonafide ticket and pass holders gain access to the arena.
- To prevent and deter entry for those persons under the age of 18yrs
- To monitor crowd movements, identify and communicate to EC any crowd related issues.
- To maintain the integrity of the perimeter fence of the festival arena.
- To deal effectively and proportionately with any individuals breaching the terms and conditions of the event.
- To ensure the security of traders' vehicles.
- To take necessary action to prevent and deter fires within the arena
- To provide a covert patrol to gain intelligence of activity on site.
- To respond proportionally to spontaneous incidents on site
- To maintain the security of the front of house mixing position.
- To provide an 'ejection' from site capability for those individuals who breach the event terms and conditions of entry
- To monitor the site and identify crime 'hot spots', enhancing patrols to deter and detect offenders accordingly.
- To provide overt mobile and foot security patrols around the site.
- To staff the emergency exit gates from the arena
- To monitor for signs of excessive drinking and/or use of/dealing drugs
- To communicate effectively with the EC

9.2 Entry Gates *(Main Entrance, Campsite, Artistes, Staff and Campsite to Arena)*

- To ensure that only bonafide ticket and pass holders gain access to the event.
- To prevent entry of those persons under the age of 18
- To have a presence of passive drug detection dogs at all entry points to the event
- To conduct a level of search of persons as pre-agreed with relevant authorities' prior the event will be instigated, this consists of full search and pat down supported by drugs dogs.
- To carry out targeted searches based on intelligence using overt and covert staff

- To manage queues and maintain a positive flow rate through all search areas.
- To ensure artistes, guests, traders and staff are subject to search on entry
- To conduct vehicle searches, as agreed with the Police of vehicles and personnel entering the arena, to deter and prevent crime.
- To communicate effectively with the EC
- To ensure that persons who appear under the age of 25 are subject to their ID being scanned to verify their age.

9.3 Stages

- To maintain the integrity of the stage, backstage and pit areas.
- To monitor and identify any crowd related problems within the viewing public.
- To control access to non-public areas.
- To monitor areas for persons underage.
- To communicate effectively with the EC

9.4 Campsites

- To provide and maintain a safe and secure environment for campers and other persons attending the festival.
- To provide overt and covert mobile and foot security patrols around the campsites and car parks for the prevention of crime.
- To monitor the site and identify crime 'hot spots', enhancing patrols to deter and detect offenders accordingly.
- To provide an 'eviction' from site capability for those individuals who have breached the terms and conditions of entry via the Eviction team.
- To ensure the internal fire lanes remain clear.
- To monitor for smoking in non-smoking areas.
- To ensure that only authorised ticket and pass holders gain access to the campsites.
- To ensure that only authorised ticket and pass holders are present in the car parks.
- To monitor crowd movements, identify and deal promptly and effectively with any identified crowd control issues.
- To maintain the integrity of the perimeter fence of the campsites
- To deal effectively and proportionately with any individuals using antisocial behaviour, thus disrupting the event.

- To take necessary action to prevent and deter unauthorised fires within the campsites or car parks.
- To respond to spontaneous incidents and communicate these with EC.
- To provide a physical uniformed presence to deter and prevent crime.
- To carry out crime prevention patrols
- To provide a presence whereby campers can report concerns/crime
- To monitor the campsite for any person underage of 18yrs.
- To communicate effectively with the EC

9.5 VIP Guest Areas

- To ensure that only bonafide ticket and pass holders gain access to the VIP Guest Areas.
- To monitor crowd movements, identify and deal promptly and effectively with any identified crowd management issues.
- To maintain the integrity of the perimeter fence of the VIP Guest Areas.
- To deal effectively and proportionately with any individuals breaching the event terms and conditions of entry
- To ensure the security of traders' vehicles and bar / café operations along with any other facilities installed in the Guest Area.
- To take necessary action to prevent and deter fires within the Guest Area.
- To provide an 'eviction' from site capability, for those individuals who are responsible for 'disorderly' and/or 'unsociable behaviour' or non ticket and/or pass holders via the Eviction team.
- To monitor the site and identify crime 'hot spots', enhancing patrols to deter and detect offenders accordingly.
- To provide overt mobile and foot security patrols around the Guest Area.
- To monitor for signs of excessive drinking and or use of drugs.
- The security company in the guest campsite and car park roles are as per campsite / Car park security roles defined above.
- To communicate effectively with the EC

9.6 Licensed Bars

- To operate in accordance with the license

- To implement Challenge 25 on all bars and monitor for underage persons
- To ensure personal license holders, of each bar, agree a communication protocol with staff located at each bar.
- To assist the personal license holder in any refusals where necessary
- To communicate effectively with the EC
- Maintain public order within the confines of the bars.
- To deal promptly and proportionately with any persons causing disruption within the confines of the licensed bars.
- To monitor and prevent smoking in non - smoking areas.
- To communicate effectively with the EC
- Security will be present on all bars to support the license conditions.

9.7 Perimeter

- To maintain the integrity of the event perimeter
- To utilise observation posts to identify individuals and groups around the perimeter
- To prevent unauthorised access to the event by non-ticket holders and underage persons
- To communicate effectively with EC
- To respond to incidents proportionally
- To provide a highly visible deterrent to prevent crime
- Provide static and mobile security patrols of car parks to deter and prevent crime

9.8 Off Site External Positions

- To communicate effectively with EC
- To respond to incidents proportionally
- To prevent unauthorised access to neighbouring properties and businesses

9.9 Transport Hub

- To provide a managed facility for crowds arriving, queuing and departing from the transport hub.
- To provide a physical uniformed presence to provide information and direction for patrons

- To provide a physical uniformed presence to deter and prevent crime and actions which could result in a crime being committed
- To respond to spontaneous incidents of crime in the initial phases and prevent the incident escalating.
- To prevent crowds walking out onto the public highway.
- To prevent underage persons accessing the event.
- To communicate effectively with EC

9.10 Covert Intelligence gathering and Cash Escorts

Covert teams will be in operation within the event arena and campsite. Further information on this will be omitted from this plan but will be communicated verbally with the Metropolitan Police, Licensing and offer transparency.

9.11 General Purpose Dogs

General Purpose Dogs will be used to deter and prevent criminal activity and respond to incidents external of the main arena on the perimeter and at Gates A and G/H.

9.12 Explosive Dogs

Explosive dogs will be used to search vehicles entering the site, search any on site suspicious vehicles to provide information to the Event Control/Police.

9.13 Passive Drug Detection Dogs

Passive drug detection dogs will be used to prevent and deter, prohibited drugs accessing the site, at all entry points to the Arena. This will include:

- Gate X1 - Main Arena Entrance
- Gate X7 - Artiste Entrance/Staff Entrance
- Gate C1 - Campsite Main Entrance
- Gate X2 - Campsite Entrance into Main Arena

10. EGRESS AND DISPERSAL ARRANGEMENTS

There have been ongoing discussions between the event controller, transport manager, site manager, promoter and myself to clarify if the transport can manage the proposed uplift of day visitors and campers attending the 2018 event. With the stage programming/closures prescribed, the transport manager has confirmed that the transport plan will manage the capacity which the license applicant is seeking.

A daily Egress meeting will be held at a place to be determined, at 2000hrs to align plans and confirm arrangements or any amendments to the plan. The Police and LA will be welcome to attend these meetings and provide any input where necessary.

Security strategies will include, but not be limited to:

- Design of Fencing and Queue systems to manage crowds dispersing
- Identified security positions to prevent patrons accessing the public highway
- Suitable lighting
- CCTV capability of the Transport Hub
- Suitable and sufficient levels of Staff to manage the crowds and provide effective information delivery using loudhailers.
- Visible way-finding signage
- An elevated observation tower for the external manager to oversee the operation and dynamically assess whilst reporting to EC
- Use of social media to provide improved information to patron's pre, during and post event as well as use of the on site WAF Radio station and the onsite newspaper for the campsite.
- "We Are Friends" and Lone Female initiative's
- Information delivery using LED/Video Screens, Signage and Staff.

10.1 External Positions

As part of the egress plan, mobile and static security staff will be redeployed from the event to pre-agreed positions off site to deter and prevent crime. Staff will be in permanent radio contact with Event Control at all times and have spare batteries with them. Any suspicious behaviour will be reported immediately to the EC whereby the Police will be notified immediately and relevant details recorded to pass onto the Police.

Vehicles inclusive of a minibus will be staffed by security and directed to offer transport alternative to those members of the public who have found their way onto the highway. Security staff in vehicles will provide a physical deterrent to crime and be particularly vigilant for vulnerable persons such as lone females. Vehicles will have direct radio communication with EC at all times, and will report anything suspicious immediately. The Police will be notified immediately under these circumstances with relevant details recorded and passed over to the Police.

10.2 Lone Females

There will be a focused emphasis to deter lone females leaving the site, particularly on foot where their vulnerability will be increased. "We Are Friends staff", Security and transport staff on site, and those providing external patrols will, as part of their briefing, and reminded at the daily egress meetings, pay particular attention to any lone females they identify wandering off site, or being encouraged to get into strangers cars within the car park where security staff will remain until stood down by EC. The EC will have the capability to monitor the car parks using the CCTV monitors within the EC. Police will also have visual on the CCTV.

Social Media messaging will be scheduled to provide information pre-event, during the event, leading up to and during the egress/dispersal phases to remind people not to leave alone and not to accept lifts from strangers. There will be no mention of a dedicated minibus collecting patrons outside as this may encourage some revellers to step out onto the highway instead, the minibus will be a tool which will be part of our contingency plans to pick up persons on the public highway and monitor for vulnerable persons and lone females. All staff operating on vehicles will have body cameras on their person.

Strategies will include, but not be limited to:

- Pre Event - proactive messages
- Website, social media, direct email's using "We Are Friends" initiative and key messaging
- During Event - proactive messages
- WAF radio, LED messaging screens, video screens, signage, newspaper on site(campsite)
- Use on-site WAF radio station, LED signs, video screens to locate friends
- Encourage females not to leave the arena or campsite alone

- Encourage females not accept lifts from persons they do not know
- Mobile Security Patrols and static security, on surrounding roads and car parks during egress until clear identify and focus on high-risk areas. Staff will be in direct radio communication with EC to report any suspicious activity

11. LICENCING ACT (2003)

The Promoters recognise their duties under the Licensing Act 2003 and intend to fulfil their duties as organisers, in meeting the four key objectives. A range of measures will be implemented at the 2018 event to assist with the four pillars of the Licensing objectives.

11.1 The Prevention of Crime and Disorder

All activities within the Licensed Premises will be managed with a view to preventing crime and disorder by adopting the following policies. Issues arising outside the licensed premise will be the responsibility of the Metropolitan Police service, however, the promoter recognises their duty to minimise any impact through a full consultation process and working in partnership with the Metropolitan Police/SAG. A Uniformed external team of mobile and static SIA licensed security will be positioned in those areas agreed with the SAG.

- A robust ticketing system, which prevents re-entry to the event and a ticket being valid for entry more than once.
- Appropriate and proportionate levels of uniformed security across the entire event site
- A level of search as pre-agreed with relevant authorities' prior the event will be instigated; this consists of full search and pat down supported by drugs dogs.
- All drinks will be served in plastic bottles or receptacles.
- CCTV will be used across the event site and monitored within the event control room, in consultation with the Police.
- Refuse bins for glass bottles, behind bar areas, will be secured and inaccessible by patrons at all times.
- Security staff will be briefed and positioned to prevent alcohol being carried outside the agreed licensed area.
- Use of appropriate and proportionate numbers of stewards/security at access/egress points and other appropriate locations.

- Effective Command and Control Structures in place for Security/Stewards with each contractor having representation within the event control room.
- Security/Steward staff will be easily identifiable and sufficient in number
- Searches will be carried out as a condition of entry, on all persons attending the event.
- Amnesty Bins will be positioned/advertised in consultation with the Metropolitan Police and such that the attending audience, contractors, artistes and guests can easily sight the location of amnesty bins.
- Passive Drug Detection Dogs will be used to identify persons concealing Illegal substances/prohibited items
- Lighting of the event arena during hours of darkness and at identified locations on internal traffic routes
- External Gates will have security staff to prevent unauthorised access.
- Uniformed mobile Patrols and Static Staff will be present in all car parks
- An external Patrol Vehicle, staffed with security, will be in use, to monitor external areas of the perimeter. The vehicle will be in direct communications with event control
- A written drugs policy will be in place for the event
- An Eviction Policy is in place for the event. Appendix 3 of the Security Management Plan
- The Transport Hub and event arena will be patrolled by suitably qualified SIA licensed security staff and event stewards at all times the licensable activities are taking place, until all patrons have cleared the site.
- The transport hub will be staffed by competent SIA licensed security staff and a dedicated Transport Manager, overseen by a dedicated external manager.
- Suitable and sufficient levels of security cover will be employed both externally and internally of the event arena and surrounding areas.
- Free bungee cords available at information points for patrons to secure phones.
- An increased level of security lockers on site for patrons to use.
- A **Bars and Alcohol Management Plan** will be in place
- An appropriate and proportionate level of General Purpose Dogs will be used across the event site and perimeter
- An appropriate and proportionate number of observation posts, distributed along the perimeter, will be staffed, in direct communication with event control.

11.2 Public Safety

The production of an Event Safety Management Plan (ESMP) and Security Management Plan, along with associated Appendices, is in itself a commitment to public safety. A competent safety consultant has produced the event risk assessment. The event risk assessment will aim to identify the significant and foreseeable hazards and reasonable control measures required, in a technical jargon free format for all parties to understand. Included within the ESMP will be regard to the following key objectives under the Licensing Act 2003.

Use of any smoke machines or other special effects, such as lasers, will be fully risk assessed.

- Suitable and sufficient risk assessments will be provided to identify all foreseeable significant hazards related to the event. Control measures will be adhered to and monitored throughout the event phases.
- Drug policy is in place for all contractors, with additional published drug policies regarding event entry.
- Artistes and their guests will be notified of the drug policy in advance of the event.
- A level of search as pre-agreed with relevant authorities' prior the event will be instigated, this consists of full search and pat down supported by drugs dogs.
- The site has been designed to safely accommodate the attending patrons, traders, contractors, guests, staff, performers, structures and attractions.
- Safe capacities will be calculated for all venues within licensed premises and total venue capacity. Ticket sales/admission will not exceed the licensed capacity, factoring in staff.
- Exit widths will be calculated by a competent fire risk assessor and crowd safety consultant and in consultation with LFB.
- A secure perimeter 3mtr Steel Shield fence will be erected around the campsite and event arena, with the external perimeter patrolled by suitably accredited SIA licensed security and General purpose dogs.
- A fence crew team will be on site to maintain the fence throughout the event

- An event specific briefing will be conducted for management, supervisors and staff, on Thursday 24th September. Management and Supervisors will brief their staff prior to doors being declared safe to open.
- CTM who are competent traffic management consultants, have been appointed to produce a suitable and sufficient traffic management plan.
Competent event security and crowd management providers have been appointed to provide crowd management and event security services for the 2018 event
- All contractors and suppliers will be selected, based on their competency and commitment to safety and not solely on price.
- Planning and preparation, will prepare for staff and the site to be ready to open to ticket holders from 1100hrs
- There shall not be any activity which involves members of the public inhaling nitrous oxide, no legal highs shall be allowed on site, to include any gas canisters used for a similar purpose
- Suitable and Sufficient Levels of security/stewarding staff will be engaged for this event.
- CCTV will be used to assist with monitoring the crowd and security operation.
Monitors will be viewed within the EC
- A dedicated security presence will be positioned in the car parks supported by mobile patrols, within the car parks and an external response team
- A lighting plan will be agreed with the SAG
- Ongoing consultation with the Metropolitan Police
- An Information Sharing Agreement will be provided by the Police as a formal agreement between the Met Police and the Event Organisers
- The introduction of the “We are Friends” initiative was introduced for the 2017 event whereby patrons could approach “staff wearing We Are Friends t-shirts for information relating to the event. This initiative will be used again for 2018
- A ‘Buddy system’ will be introduced for the Campsite
- A competent campsite management team is in place well versed with the issues surrounding a campsite.
- A focused approach on deterring lone females leaving the site, collecting those that have left the site using external vehicles staffed by security and taking them to Upminster station.

- Positioning of static and mobile security in direct communication with EC to those external areas to be agreed in advance in consultation with the Police will form part of the egress plans and be implemented post the 2000hrs daily egress meeting.

11.3 The Prevention of Public Nuisance

It is accepted that events have an impact upon the locality and all reasonable measures will be taken to ensure that any negative impact the event may have, have been minimised as far as reasonably practicable. In addition to these measures further consideration will be given to the following items in order to meet the licensing objectives.

- The nature of the activities taking place. The suitability of the venue has been assessed and the site designed in order to minimise the negative impact upon the local area and community.
- The character of the surrounding area in relation to the proximity to residential and other noise sensitive premises. Noise monitoring will be carried out in accordance with the sound levels set under the Premise License.
- Improved measures to manage with dispersal of customers from the premise are in place, including the increased employment of stewards/security, traffic marshals, signage and information delivery
- A community response team is in operation during the show which includes a Community Response Manager, 2 litter pickers & 2 members of security who will respond to issues raised by residents via the Residents Hotline
- A full sweep of the external areas will be conducted to ensure no waste has been discarded post event
- Toilet facilities will be positioned externally in consultation with the SAG
- A dedicated Residents Hotline phone numbers is installed for the whole build and break period, as well as during the show days. This number is published and circulated to the residents in advance of the show.

11.4 The Protection of Children from Harm

The Organisers recognise the importance of protecting children from harm and considerations have been made within the risk assessment in order to protect children during the event. The event is for 18 year olds and above only.

- No children are allowed on site but if they are found to be present they will be immediately removed to the ejections processing area on site that is staffed by a suitably trained member of staff. This person will be enhanced DBS checked. Access

to this area will be strictly limited. Parents will be notified. Before parents can 'claim' their child a form will have to be filled out and signed to ensure that the child is being reunited with the parents or carers.

- Limitation of access dependent on nature of activities on offer at the event. The Promoter has designated this event as unsuitable for under 18 year olds, this has been included on all publicity and promotion. All stewards/security at access points will be fully briefed of the age restriction policies.
- Requirements for accompanying adults are not applicable to this event.
- A **Bars and Alcohol Management Plan** will be in place, this will include the application of the Challenge 25 Scheme,
- The appropriate Age identification to be accepted by security and bar staff and other relevant information surrounding the refusal log, has been included within this plan and communicated to the Bars Provider
- A dedicated Bar & Concession Manager will be on site for the 2018 event, as per the 2017 event.

Specific reference is made to meeting the above licensing objectives. These objectives will take priority alongside the other important health and safety considerations outlined in the Event Safety Plan and its Appendices.

The Event Director, and management team, of this event are committed to producing an event that has taken all necessary action to protect the Health, Safety and Welfare of all those taking part. The meeting of the above licensing objectives will play a significant role in achieving that aim.

12. PLANNING AND MANAGEMENT

12.1 Historical Issues (debriefs)

Historical issues, relating to the previous events and the 2017 show, have been debriefed, evaluated and considered, in the planning and preparation for the proposed May 2018 event.

12.2 Multi-agency liaison

A debrief, in the form of meeting and correspondence was held between organisers licensing, local authority, Police and residents. The security director has communicated with all the security contractors assigned to this event, the event organisers, event health and

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safety and Metropolitan Police to date. It is considered that meetings with the Metropolitan Police, will be conducted from January 2018 and will be ongoing.

12.3 EMP, TMP, Major Incident Plan and Site Plan

The above documents will be referred to in all planning. In addition to this, the security director will adhere to any license conditions imposed on the event, which require the involvement of security.

12.4 Audience Demographic

Refer to ESMP.

12.5 Consultation and Co-operation

Consultation and communication are important considerations at each step of the risk and event security management process. Dialogue with the SAG, key stakeholders, contractors, and security providers, with efforts focused on consultation, rather than a one-way flow of information, to provide a safe and successful outcome for all persons involved and others that may be affected

Consultation will be achieved through stakeholder meetings, SAG meetings, on site meetings, one on one meetings, email correspondence and will be ongoing throughout the entire event process.

The Security Director will be transparent with the security management and will welcome constructive criticism to improve safety and security.

Each trader, contractor and supplier will be provided with a copy of the license conditions with emphasis given to the specific security conditions, which apply to them. Traders, Contractors and Suppliers will all be subjected to search and conditions of working at the Festival. This will be communicated in advance, to all personnel, by the event management team.

12.6 Risk Assessments

Each Security Provider will provide relevant risk assessments specific for their roles and responsibility's. Control measures identified will be required to be adhered to. Said risk assessments will be circulated to all other security contractors engaged with the event.

12.7 Command and Control

An effective security command and control structure will be in place for this event. This will be supported by a command and control plan, which will be finalised in advance of the event and circulated to the SAG. The Security Director, or his Deputy, will be present in the Event Control at all times as a point of contact for the Event Controller and Metropolitan Police, who will be present in the EC alongside key contractors and other agencies.

12.8 Communications

A dedicated communications network will be designed specifically for the security contractors engaged with this event. The Project Manager has confirmed that a site communications test has taken place to establish effective communications'. Each contractor will have representation within the EC for effective communications across multiple channels allowing the security director and event controller to have effective command and control in both *normal* and *emergency* conditions. A security communications channel list is at **Appendix 4**.

12.9 Site Design

The site has been designed to assist with the better management of crowds management, in both *normal* and *emergency* conditions. The needs of the audience have also been considered. The security director will be consulted with any changes to the site design, lighting, entrances, fencing, barriers, front of stage barriers, transport hub, observation towers and emergency exits. Numerous site meetings, and other meetings, have now taken place with the promoter and event management team, to address historical issues and provide appropriate resources and planning for the 2018 event.

12.10 Table Top Exercise & “What if” Scenario’s

It is understood that table-tops exercises’ will form part of the pre-event planning for the 2018 event. Myself, Trevor Arthey and the security contractors, will be in attendance at these meetings, as required.

12.11 Information

Information is a key component to effective crowd management. Patrons, contractors, traders and those performing at We are Festival 2018 will be provided with information in various formats including those outlined below:

- We are Festival Website
- Social Media
- External Signage
- Ticketing
- Terms and Conditions
- Uniformed Staff
- Internal Signage positioned so that it is visible
- Well briefed High Visibility uniformed staff with loudhailers
- “We Are Friends” - initiative

This year a link for TFL will be added to the website to allow patrons travelling from further afield, to better understand routes available prior to leaving. This will also be enhanced during the event.

12.12 Security Monitoring

Monitoring of the event security and crowd management will be coordinated from the EC with operational supervisor’s responding to spontaneous incidents and communicating these effectively through the EC.

To assist with the management of security, CCTV will be in operation, with full screen displays in the EC to allow monitoring throughout the event. Details of CCTV will be provided once finalised.

All persons on site will either be in possession of a valid ticket, or processed through the accreditation centre. All security staff will be wrist-banded, with exception of the Covert Team and Cash staff, who will be in possession of an AAA laminate, with distinguishing markings to identify their role. If challenged.

12.13 Site Build/Break Dates

Refer to EMP

12.14 External Areas (residents, routes, commercial)

External routes, residential and commercial properties will all be considered within the overall security management planning in consultation with residents, business owners, the local authority and SAG/Metropolitan Police

12.15 Pre- Event Briefing

A pre – event briefing, for all security managers, will be conducted on Thursday 24th May with the Met Police present. The LA will also be welcome to attend. This briefing will be cascaded to Supervisors and all other security staff/stewards will be briefed, prior to the event being declared safe to open.

All staff will be fully conversant with prohibitive items not allowed onto the site and restrictions on the age limits associated with the event, namely 18 and over;.

12.16 Ticketing, Terms & Conditions of Entry

Eventbrite is the appointed lead ticketing agent for We Are Festival. They will provide portable scanning devices, which will be tested prior to the event and used on the gates to authenticate every ticket, prior to entry. This system provides secure ticketing, which can identify duplicate tickets & counterfeits alerting the reader as appropriate. Spare scanners will be held on site, with an additional back up of the reader downloaded onto smart-phones for any further contingencies. There will be NO readmission into the event, or campsite, unless there are exceptional circumstances, which will result in the person being searched prior to re-entry. This will be logged with EC. A marquee will be positioned over the scanners for the 2018 show to consider staff welfare and assist with the ability for scanners to read tickets on phones.

Entrance to the festival will be subject to published and advertised terms & conditions advertised on the website and reiterated on social media in advance. Searching will be a condition of entry for all persons entering the site, inclusive of staff.

12.17 Event Running Order

Refer to EMP

12.18 Headline Artistes

The Headline artists for the proposed 2018 “We Are Festival” line up, can be found at <http://www.wearefstvl.com/lineup>

Programming of artistes has been coordinated to assist with crowd management and demand around the site based on current information.

12.19 Prohibited Items

A full list of Prohibitive items is advertised on the website, social media, terms and conditions and communicated and briefed to all security staff. This information will be provided on signage at the entry points to the Arena and campsite.

There will be clear communication to all ticketholders, staff, contractors, suppliers and traders in advance, with overt and covert monitoring to ensure compliance on site, the Transport Hub, accreditation points and in the car parks.

Amnesty bins will be onsite at each entrance, for drugs and legal highs. The security director will work closely with the Police to manage amnesty bins and those persons who are found with Illegal substances/prohibited items during the search process, or through covert surveillance onsite. DS Ian Broughton MPS, provided a thorough briefing in advance of the 2017 event regarding drugs in circulation and the side effects of these drugs, it is hoped that the same briefing can be carried out in advance of the 2018 show.

Any person found on site, after entry, with prohibitive items may be ejected from the event through the eviction centre and may be subject to Police involvement depending on the incident.

13. ROLES AND RESPONSIBILITIES

13.1 Security Director

The principal responsibilities of the Security Director will be:-

(i) Pre Festival

- To co-ordinate the overall security and stewarding plan
- To assist with the site design to enhance the security and crowd management.
- To attend informal and formal meetings with the SAG, Promoters, Police and Local Authority and Security Contractors as required.
- To conduct pre-event security checks the day prior to the event opening to allow for any repairs, or changes required
- To consult with the event security contractors and MPS to determine the Event Security Threat Assessment.
- To work with the SAG and event organisers to achieve a safe and successful event.

(ii) During the Festival

- To oversee and co-ordinate the security and stewarding of offsite, site perimeter, site arena, campsites, car parks, transport hub stages, VIP area, sponsor and licensed bar security operations
- To ensure that the Event Controller, Police and licensing are kept informed of any issues of concern to their specific remit or responsibility.
- To oversee the eviction procedure and ensure appropriate records are maintained of all evictions.
- To deploy staff in accordance with crime trends.
- To maintain regular liaison with the security and stewarding contractors throughout the festival.
- To co-ordinate and deploy security resources in liaison with the security contractors as may be necessary in the interests of public safety.

- To liaise with the Police and licensing in the case of any crime investigation and to co-ordinate assistance of event security staff, in any crime investigation via onsite staff.
- To oversee and manage the security and stewarding response to an emergency or in conjunction with the Event Controller, until control by the Police has taken place.

(iii) Post Festival

- To fully debrief the security and stewarding aspects of the pre-planning and festival stages of the event to the SAG and event organisers
- To attend a debrief meeting with the promoters', Police, Licensing and SAG
- Review the event and implement recommendations for the following year.

The Security Director will be available to liaise with the SAG, Police and/or Local Authority during the Festival. This will include informal and formal structured meetings.

The Security Director will attend 2 hourly onsite EC meetings held throughout the festival.

13.2 Selection and Control of Contractors

The Security Director, in hiring the services of Security contractors, intends to fulfil the license conditions, festival' responsibilities under the relevant Health, Safety, Security Legislation and best practise by taking reasonably practicable steps to ascertain the level of health and safety awareness and competence of such third party organisations.

All contractors will provide details of how they intend to undertake the work in a safe manner and demonstrate competencies in advance.

All personnel working on site will be required to work with regard for their own and others health and safety, in accordance with current legislation and good practise, and within their companies own health and safety management framework.

The Security Director and his deputy will monitor the security contractor activities and intervene where necessary, should unsafe practises or unsafe conflicts become apparent.

Each security organisation involved in the event will be required, in advance of the event, to submit the name and on-site contact details, of the nominated Manager, who will be available on site to liaise with the Security Director.

Details of all the event security contractors and their contact details will be provided to the Metropolitan Police, followed up with meetings with the 2018 contractors.

In order to foster a sense of accountability, and to establish clear lines of command and control, the site will be divided into a number of areas. Each area will have a dedicated Operational Bronze manager appointed to oversee all operational activity within that zone. Please see. This is a pivotal role as responsibility the co-ordination of delivery of all service in the designated area rests with that individual. This will include a direct interface with the relevant security supervisor. Clear escalation process through the EC will ensure early identification of incidents in their embryonic phases and allow the Security Director to deploy additional resources where necessary to resolve emerging issues.

The style of the security operation will be that of a friendly, positive engagement with festival-goers, underpinned by effective briefing and sharing of information to ensure the best possible service is delivered.

Central to professional and effective security and stewarding will be the willingness and flexibility of all staff to respond in a fair, proportionate, reasonable and positive manner to spontaneous incident's as they arise.

Security and stewarding personnel will be supervised to ensure that the teams work cohesively and to a common objective, whether preventing incursions of the perimeter fence, dealing with anti-social behaviour in the campsites or managing crowds at the front of one of the stages.

The contracted security and stewarding company managers, together with their respective control room operatives, will also have to display a co-ordinated approach to ensure that incidents are dealt with both effectively and efficiently.

The Security Director will oversee the entire security operation and ensure that staff are deployed to maximum effect with ongoing liaison throughout the Event Control

There may be occasions when security and stewarding contractors will have to assist each other under the guidance of the Security Director. This will be agreed in advance of the event and coordinated via the EC at all times.

13.3 Statement of Intent

Each individual Security contractor will provide a Statement of Intent for which will serve to prevent ambiguity of roles and responsibilities of each contractor. The final Statement of Intent's will be circulated to the Police and SAG no later than 6 weeks prior to the event.

13.4 Individual Security Management Plans

Each security contractor will update their individual security management plans, which will reflect their specific areas of responsibility. Final plans will be circulated to the SAG no later than 6 weeks prior to the event.

13.5 Event Security and Stewarding

The Security Director will be responsible for the effective delivery of all security functions within the footprint of the site, and with providing an interface with the Metropolitan Police. The site will be divided into specific areas to ensure clear roles and responsibilities and a safe & secure environment for members of the public and staff alike. The areas are outlined below:

- Crowd Management
- Arena – area within the 'steel shield' perimeter fence.
- Entry Gates (Public, Artiste, Production, Campsite)
- Stages/Temporary Structures
- Car parks
- Transport Hub
- Campsites
- Licensed Bars
- VIP and VVIP Areas
- Site Perimeter/ and External areas
- Offsite Security (residential and commercial)

- External Gates
- Production and Artiste areas
- Build and Break Security
- CCTV
- Cash Management (onsite)
- Covert Intelligence gathering
- Emergency Exit gates
- Observation Towers
- FOS Barriers
- Response teams
- Eviction Tent

All staff are responsible for monitoring the crowd and reporting any incidents to the EC, or if they are not in possession of a radio, they are to report the incident to the nearest member of security, or supervisor who does have a radio. The supervisor, or staff member will then report this to EC.

13.6 Security Providers Roles and Responsibilities

The following providers will be engaged for the proposed We Are Festival in 2017.

- **Stuart Security** – Main Entrance, Main Arena and Transport Hub (Crowd Management)
- **Global Security and Stewarding Security** - Campsite
- **Guardforce Security** – Licensed Bars, Accreditation,
- **Security Nation** – Externals, Car Parks, Evictions, and Dogs (Gen Purpose)
- **ICDS** – Passive Drug Detection Dogs, General Purpose Dogs, Explosive Dogs, Build and Break, Overnights
- **Design Training** – CCTV Public Surveillance

Roles and responsibilities' between all providers have been clearly defined to maximise the safety and success of the event, whilst recognising the key licensing objectives.

Designated 'Removal Points' for the event will be determined and agreed, after consultation with the Police/SAG. Contractor's will ensure that any persons removed from the event will be escorted to the evictions centre where they will be processed.

Roles and responsibilities' between all providers have been clearly defined to maximise the safety and success of the event, whilst recognising the key licensing objectives.

13.7 Briefing

A thorough briefing session, will be given by Security Director, to Security Contractor Management and Supervisors in advance of the event. These teams will then brief staff and stewards under their supervision, prior to the commencement of the event and doors opening to members of the public. Staff will be briefed in advance of the event date, specifically to the terms and conditions of entry to the site. Police will assist with Intel on threats, ORGANISED CRIME activity and updates on any drugs in advance of the event.

The contracted Security and Stewarding providers will be aware of the SIA requirements for frontline and non-frontline staff. SIA registered staff will be present at the, drop off point, main entrance, bars, temporary structures, car parks and on response team's. SIA accreditation will be visibly displayed and a register of SIA licensed staff will be available for inspection.

Designated 'Removal Points' for the event will be determined and agreed, after consultation with the Police/SAG. Contractor's will ensure that any persons removed from the event will be escorted to the evictions centre where they will be processed.

13.8 Cash Management

Suitable and Sufficient measures have been arranged for cash management on site. These have been omitted from this document based on security precautions, though these will be communicated to the Police and relevant authorities as requested. CCTV will be positioned on all cash machines positioned on site.

13.9 Staff Welfare

Security Contractors will be responsible for the health safety and welfare of their employees. This responsibility is extended to the staff campsite. Contractors must have robust systems in place to identify any staff member that has not turned up for their duty and an inspection of the staff campsite conducted. Staff with medical conditions, which may be affected by working at this event, should be notified to the Security Director in advance of the event.

13.10 Licensed Bars

Guardforce Security will be the dedicated security provider for the licensed bars on site. This is the preferred supplier of 'Freemans' and has been sanctioned by the promoter.

Guardforce security will have representation in the Event control room. Each bar will have security with a radio to contact EC and vice versa. There will be dedicated bars response teams to assist staff under the direction of the EC.

13.11 Car Parks

Dedicated teams of mobile and static car park security patrols, provided by Security Nation, will be deployed at the event. Contractor's will provide such details as agreed with Licensing and inclusive of their relevant SIA details, where necessary.

13.12 Searching

An agreement was made, between myself and Insp. Chalcraft (Metropolitan Police) in respect of the search protocols (only) for the 2017 show. Search protocols for the 2018 show will be agreed in advance with the Metropolitan Police. We will be applying search protocols in the manner agreed.

Searching to the event is a condition of entry which will be broadcasted across the event website, social media, and ticketing websites. A specific focus on searching for Psychoactive Substances, inclusive of NOS, will be conducted on site pre-event and during the event. This will be supported at the entry points using proactive uniformed staff, with loudhailers and visible signage. Refuse bins and amnesty bins will be available at all entry points to voluntarily discard Illegal substances/prohibited items. Passive drug detection dogs will be used to indicate persons suspected of having drugs on their person and encourage others to

discard Illegal substances/prohibited items in the amnesty bins. Covert and overt crowd profilers will be used on the main entrance and campsite entry points

If a person refuses to be searched, they will be refused entry as per the Conditions of Entry. The external team will be alerted to monitor any suspicious behaviour, of individuals walking away from the queue, via event control.

If there are reasonable grounds to suspect a person may be concealing drugs, and/or, there is an indication from the drug detection dogs, then the individual will be escorted to the Enhanced Search Area where a more thorough search will be conducted in privacy. There will be a final opportunity to discard any Illegal substances/prohibited items into an amnesty bin at this point but equally, persons will be informed that this is their last chance and any Illegal substances/prohibited items found may result in the Metropolitan Police being called. Sufficient levels of security staff will be within the enhanced search area, with a direct radio link to event control. Drug Detection Dogs will be on site from Wednesday 23rd May to search the staff campsite and indicate Illegal substances/prohibited items in trader's vehicles, on individuals, and their belongings and to provide a physical deterrent.

13.13 Amnesty Bins

Amnesty bins will be placed at each entry point to the arena and enhanced search areas. Amnesty bins will be secured and emptied daily, with the contents secured in a manner agreed with the Police in advance.

13.14 Identification Checks

All patrons attending the event will be required to show photographic ID to verify their age as 18 years or over. A Challenge 25 system will be in operation throughout the event site, inclusive of Bars and Entry. Advance information will be publicised to remind patrons of the need to have, which will be supported by visible signage at the event entrances.

The following forms of ID will be accepted.

- EU Passport (photocopies not accepted)
- Full or provisional photo card driving license issued by the DVLA (any photo card driving licenses issued between 1998 and 2007 will need a second form of ID)
- Citizen Card

- Validate UK
- Valid UK card bearing PASS hologram
- PASS card
- Military ID

13.15 Vehicle Search

Traders, contractors and suppliers vehicles entering the arena will be subject to a robust search. All traders, contractors and suppliers will receive an advance notice warning notifying them that they will be searched as a condition of engagement for the event.

13.16 Main Arena

The Main Arena security provider will be Stuart Security who have extensive experience of festivals and will provide staff for all the backstage, front of stage, internal structures/stages as well as mobile response teams to respond to incidents, which their staff are involved with.

13.17 Security Staff Levels

The security levels will be determined using information gleaned from the various debriefs and comments relating to the 2017 event, my own personal experience of events, consultation with the MPS and SAG, ticket sales, the site design, consultation with the event security contractors, numerous site meetings, ongoing dialogue with the promoter and event management team, and the license conditions.

- *Staff levels are subject to variance, dependent on the threat, intelligence and additional information, but will be finalised no later than 6 weeks prior to the event and circulated to the SAG.*
- *Security levels, and associated hours, will be shared with the Police for approval.*

A security register, mirroring the signing in of staff, will be held on site and available for inspection by the Security Director, Licensing, Police or SIA on request. Details within the register must correspond with the individual they reflect. Spot checks will be conducted to provide validity of the system.

14. CROWD MANAGEMENT

14.1 Crowd Management & Safety

The contractors chosen to provide crowd management, and safety services are, Stuart Security (Main Arena/Transport Hub, Main Entrance) and Global Security and Stewarding (Campsite). Each company are competent in their roles, each with a proven background in managing crowds at multi stage, dance focused events.

The audience profile and needs will be considered in the contractor's crowd management plans. The security director will communicate all factors, which could impact the crowd, to those security contractors engaged with the event. Communication will be 2 way between the Security Director and Event security contractors.

The following phases will be considered in the crowd management planning process:

- Site Design
- Internal Areas where queues are likely to form (toilets, bars, token machines etc)
- Routes to the event site
- Crowd Arrival
- Ingress - including flow rates when considering scanning, search, wrist-banding
- Circulation
- Egress
- Dispersal – loading onto busses, taxis and pick-ups. (Transport Hub)

Considerations for the above will factor in both the normal and emergency conditions.

A specific egress/dispersal meeting will take place on site at 2000hrs on the Saturday and Sunday. This meeting will serve to ensure that all personnel are fully aware of the plan, contingencies and identify any issues that could affect the plan, with enough time to implement necessary changes.

Specific barriered pens and queue systems, for loading patrons onto the busses, taxis and pick up points, will be erected. These pens will serve to manage crowds effectively, speed up the process of loading the busses and prevent vehicular/pedestrian conflict. This method

has been tried and tested at several events. Each Bus will be loaded with optimum persons, as will each pen.

Those persons leaving by their own transport (car) will be directed and managed by security staff and traffic marshals, to prevent vehicle pedestrian conflict. Security/stewards will monitor and assist patrons to their relevant transport pick up areas.

Lighting, signage, suitable and sufficient levels of trained, hi visibility staff with loudhailers and the use of social media, will all contribute to the success of the crowd management on site

15. PASSIVE SECURITY MEASURES

15.1 Fencing and Information

The arena and campsite will be perimeter fenced with 3 Mtr high 'steel shield' fencing to deter persons without bonafide tickets gaining unauthorised access to the event and prevent the licensed capacity being breached. Thirteen observation towers, staffed by stewards who will be in direct communication with Event Control, will be distributed around the perimeter to monitor for attempted breaches, persons milling around the perimeter and monitor activity within the Campsite.

In addition to the steel shield fencing, Heras Fencing, pedestrian barrier and front of stage barrier systems will be incorporated to assist with crowd management and identify any restricted areas. Said fencing and barrier systems, will be supplied and erected by a competent provider. An onsite fence crew will remain in situ throughout the event, to assist with any dynamically assessed areas of particular risk.

There will be suitable and sufficient levels of lighting to assist in the prevention of crime and identify thoroughfares' for patrons, crews, contractors, staff and performers.

Visible signage will be erected at all entry points to remind staff and members of the public of the terms and conditions of entry. Amnesty bins will be at all entry points to allow persons the opportunity to rid themselves of Illegal substances/prohibited items without being subjected to enforcement. Additionally, information will be provided, in advance of the event, across the website and all social media channels relating to the event. Information will

include, but not be limited to, the terms and conditions of entry, all persons being subject to search as a condition of entry, the use of passive drug detection dogs and the list of items not allowed into the event.

15.2 Accreditation

The Security Director will review the event accreditation system to allow security contractors to identify those persons allowed into restricted areas and others not allowed.

The accreditation system will serve to prevent duplicates and will be simplified to prevent misunderstandings. Pass-sheets, with examples of the accreditation, will be erected in key positions for staff to verify accreditation and identify forgeries.

Photo laminates will be used for sensitive areas and key members of staff. All staff, traders, guests and contractors will be provided with wristbands to verify their involvement with the event.

A secure accreditation system will be in place to identify those persons who can access restricted spaces on foot and in vehicles. This system will be communicated to all relevant agencies in advance briefings.

The following persons on site will be required to wear event accreditation to identify them as bonafide: staff/contractors/traders/VIP/Artistes/campers.

Campsite, VIP and Xclusiv areas will have separate accreditation specific to their area. Accreditation will be simple for security staff to determine yet robust enough to prevent forgeries. Accreditation pass-sheets will be provided at strategic locations for security to cross-reference. Accreditation will be included within the Management, Supervisor and staff briefings.

Entry to the campsites, and the arena, from the campsites, will be subject to appropriate accreditation being worn by each individual. Persons without appropriate accreditation will be denied access to the relevant location.

The locations of the camping fields and car parks are defined and shown on the current site plan shown in **Appendix B**, which has been circulated, to ALL event security contractors.

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15.3 CCTV

CCTV cameras will be monitored and operated, by Licensed SIA Public Surveillance staff from a dedicated facility in the EC. The CCTV plan will be finalised and agreed with the Met Police in advance of the event.

CCTV will also be in place for all cash machines on site.

15.4 Lighting Plan

A full lighting plan will be provided which will serve to deter crime and ensure thoroughfares are well lit. This plan will be agreed with Police in advance of the event.

16. COMMUNICATION

16.1 Social Media

Social Media will be monitored prior to and during the event phase. The social media representatives' will be positioned with the EC to advise of any relevant issues. Social media SPOC will also be in attendance within the Event Control with updates visible on a separate screen in the EC.

Responses will be coordinated to provide appropriate and relevant information as required.

16.2 Radio Communication

Staff, with radio communication, will be strategically placed throughout the site. Radio distribution will be based on an assessment of: *effective command and control, lone workers, key static positions, response teams and the need to communicate incidents to the event control room who will coordinate a response which is proportionate to the incident.* All incidents and actions, will be logged and communicated to relevant agencies. 2 x Radios will be available for the Metropolitan Police.

16.3 Police Intelligence

It is the promoters' desire to want to work closely with the Police to ensure a safe and successful event. Any Intelligence gained, which could adversely affect the safety of the

event, either from the Police, or the organisers resources, should be communicated to the EC for the benefit of all persons on site. An information sharing agreement will be signed in advance of the event.

17. EVICTION MANAGEMENT

An Evictions Policy is held at **Appendix 3** Evictions will be under the direction of competent and independent Eviction Manager's.

Any persons deemed to have behaved in a manner which is unacceptable, or breached the terms and conditions of entry to the event, will be removed from the event site and processed through the Event Eviction centre.

The eviction manager's, will be permanently positioned in this location. The eviction manager's will determine what action to take, which may include:

- Police Intervention
- Medical Intervention
- Escorted offsite, to a pre-determined location, via the event eviction minibus staffed by SIA Licensed Security staff.
- Wait for individual/family member to collect the ejected person.

All ejections will be recorded and logged to the approval of the SAG, Licensing and Metropolitan Police.

The agreed 'drop off point' has been identified as Upminster Train Station for all persons requiring to be taken off site. Vulnerable Persons will be subject to an assessment from Welfare on site.

18. MAJOR INCIDENT MANAGEMENT

A major incident will be under the direction of the event controller in the first instance. The Security Director will assist in the response to any incident, normal, or major, until the handover of control to the Police. All security resources on site, will be afforded to the on site commander, to assist with crime scene preservation and the protection of life.

18.1 Evacuation and Invacuation

Event Control will coordinate any site evacuation, Full or partial, with a proportionate response to the incident. Similarly, any Invacuation will be coordinated by event control. The Police and other agencies will be kept abreast of any incidents.

18.2 Event Muster Point

The event muster points will be fully briefed to all security contractors pre-event, with places of safety, dynamically assessed according to the incident.

19. TERRORISM

19.1 Threat level

The UK current threat from international terrorism is: **SEVERE**. (dated 08th December 2017).
The UK Threat level from Northern Ireland terrorism is: **MODERATE** (dated 08th December 2017)

Staff and contractors will be briefed on the requirement to remain alert to the danger of terrorism and report any suspicious activity to Event Control, who will report this to onsite Police, during the event phase immediately with a full description of the individual, location and overview of the suspicious activity. It is recognised that threats can arise with little or no warning and will head any intelligence provided from the UK Terror Threat Level, Police, and consultation with the SAG.

The five levels are:

Low - means an attack is unlikely

Moderate - means an attack is possible but unlikely

Substantial - means an attack is a strong possibility

Severe - means an attack is highly likely

Critical - means an attack is expected imminently

It is recognised that If the threat of Terrorism in the UK was raised to Critical, specifically targeting a crowded space, the event may not be safe to run.

20. SUSPICIOUS ITEMS

All staff will be briefed on the following key instructions on identifying suspicious items

1. Do not touch suspicious items
2. Notify Event Control, who will determine the appropriate response
3. Move everyone away to a safe distance
4. Prevent others from approaching
5. Communicate safely to staff, business visitors and the public
6. Use hand-held radios or mobile phones away from the immediate vicinity of a suspect item, remaining out of line of sight and behind hard cover
7. Ensure that whoever found the item or witnessed the incident remains on hand to brief the police.

21. CONTINGENCIES

Contingencies will be formed, based on a range of foreseeable risks. These will be formed during a 'what if scenario' meeting with the organisers and security contractors, in advance of the event. Police will be welcome to attend this meeting and provide scenarios to be considered.

22. HANDOVER OF CONTROL

In the event, the Metropolitan Police wish to assume control of the event, a Handover of Control document will be completed, clearly stating the time control was assumed and by who. This document will be secured and a record of the time the handover occurred will be logged. All security contractors will be made aware of this handover of control through the EC.

23. PRE - EVENT SECURITY INSPECTION

A pre-event site security inspection, accompanied by the Met Police, has been scheduled for Thursday 24th May 2017.

The Security Director, and his deputy will check the event site on the day prior to the event to identify any issues, which need to be rectified, reporting defects to the Event Management Team. An additional check will be carried out, and recorded, on the morning of the day of the event to confirm that the site is secure to open to members of the public. The Festival gates will not be allowed to open until security clearance has been recorded and provided to Event Control.

24. LOST PROPERTY

Lost Property, will be handed to the Promoters, at the end of the event, who will hold onto it at the We are Festival office, Upminster. (The office address will be made available on the website) The Information Tent will manage lost property onsite and hand to event control at the end of the event. All staff will be briefed on the Information Tent location.

APPENDIX 1

SECURITY DIRECTOR 2018

Professional Qualifications, Memberships and Relevant Certifications

- Close Protection SIA License
- Public Space Surveillance CCTV SIA License
- Diploma of Security and Risk Management Australia
- Foundation Degree Crowd & Safety Management (BCUC) – UK
- Institute of Fire Engineers (MIFireE)
- Institute of Fire Safety Managers (MIFSM)
- Registered Consultant on the UK (OHSCR)
- Advanced Diploma Fire Manager (UK)
- Diploma Occupational Safety & Health (L6) British Safety Council (DipOSH)
- Fire Safety and Risk Management (Nebosh)
- Fellow of the International Institute of Risk And Safety Management (FIIRSM)
- Co designer of University accredited crowd management and safety courses.
- Associate Member of the UKCMA

Professional Experience

I have 26 years event experience, having managed security contractors for the past 20 years on various projects inclusive of world tours, festivals and other major indoor and outdoor events.

Roles have included, but not been limited to:

- We Are Festival 2017 – Security Director
- Security Director & Crowd Safety – Oasis World Tours - 1995 - 2009
- Security Director & Crowd Safety Eminem - Anger Management World Tour – 2003
- Security Director & Crowd Safety Led Zeppelin – London O2 Arena
- Security Director & Crowd Safety Red Hot Chili Peppers – By the Way and Stadium Arcadium World Tours
- Security Director & Crowd Safety Kasabian – Empire World Tour

- Benetton Formula 1 – Safety and security consultant – Europe.

I have first hand experience of multi stage dance events, having been engaged with the 2017 We Are Festival show, “Fat as Butter”, Australia, *Stereosonic* Dance Festival, Sydney, Australia (65,000/day) where I produced the Crowd Management Plans and *Soundclash* Festival in the UK 2016.

I have presented, lectured, designed and developed bespoke event security safety courses to national and international clients for cross sector organizations ranging from: local authorities, on government organizations, police, fire and security, through to management, and boards, of internationally recognised brands’.

I consider both *Normal and Emergency* Conditions during the planning phases and have an accomplished background in the planning and delivery, of safe and successful events both nationally and internationally through study and extensive first hand experience of crowds.

Publications

I am an acknowledged contributor to the current addition of the Purple Guide (3rd Edition) and have recently reviewed HSG 154 *Managing Crowds Safely*, on behalf of the UKCMA as well as being asked to write the draft *Audience Safety* chapter for the Live Performance Australia publication. I am currently on the Event Working Party for the Crowd Management and Fire Safety chapters of the United States Technical Standards version of the Event Safety Guide (Purple Guide).

APPENDIX 2

OPERATIONAL TIMES

We Are Fstvl 2018 Show Timings

	Friday 25th May		Saturday 26th May		Sunday 27th May		Monday 28th May		Notes
	Open	Close	Open	Close	Open	Close	Open	Close	
Campsite Car Parks	08:00	02:00	08:00	02:00	08:00	02:00	06:00	14:00	staff on from 06:00
Day Car Parks			08:00	02:00	08:00	02:00			
Train Station/Bus Shuttles	10:00	23:00	08:00	02:30	08:00	02:30	06:00	14:00	staff bus starts at 8am
Campsites	12:00							12:00	
Campsite Entrance	12:00	21:00	08:00	21:00				12:00	staff on until 23:00
Campsite Bars (*1)	12:00	02:00	11:00	00:00	11:00	00:00			
Campsite Food	12:00	03:00	05:00	03:00	05:00	03:00	05:00	11:00	
Campsite Activities	14:00	00:30	09:00	00:30	09:00	00:30			
Campsite Entertainment (WAF 03 & 07)	14:00	01:30	11:00	00:30	11:00	00:30			
Arena			11:00	00:30	11:00	00:30			
Arena Entrance			11:00	16:00	11:00	16:00			staff on until 19:30
Arena Bars (*1)			11:00	00:00	11:00	00:00			
Arena Food			11:00	00:00	11:00	00:00			
Arena Music - see below			11:00	00:30	11:00	00:30			
VIP Area			11:00	00:30	11:00	00:30			
XCLUSV Area			11:00	00:30	11:00	00:30			
Event Control	11:00	02:00	09:00	02:00	09:00	02:00	09:00	14:00/Clear	
Overnight Management	00:00	10:00 (Sat)	00:00	10:00 (Sun)	00:00	10:00 (Mon)			

*1 Bar 9, Bar 10 & Bar 15 (XCLUSV, Artist & VIP Campsite Bar) will close at 01:00

Structures

	Friday 26th May		Saturday 27th May		Sunday 28th May		Monday 29th May	
	Open	Close	Open	Close	Open	Close	Open	Close
WAF 01			11:00	00:30	11:00	00:30		
WAF 02			11:00	22:30	11:00	22:30		
WAF 03	14:00	01:30	11:00	23:00	11:00	23:00		
WAF 04			11:00	00:00	11:00	00:00		
WAF 06			11:00	00:30	11:00	00:30		
WAF 07	14:00	01:30	11:00	00:30	11:00	00:30		
WAF 08			11:00	00:00	11:00	00:00		
WAF 09			11:00	00:30	11:00	00:30		
WAF 10			11:00	23:00	11:00	23:00		
WAF 11			11:00	23:00	11:00	23:00		
WAF 12			11:00	23:00	11:00	23:00		
WAF 13			11:00	23:00	11:00	23:00		
WAF 14			11:00	23:00	11:00	23:00		
SP 01			11:00	23:00	11:00	23:00		
SP 02			11:00	23:00	11:00	23:00		
SP 03 - Desperados	14:00	00:30	11:00	00:30	11:00	00:30		
SP 04			11:00	23:00	11:00	23:00		
SP 05 - Koppaberg			11:00	23:00	11:00	23:00		

Event Security Management Plan Draft - Ver 1
 We Are Festival | May 2018
 Damyns Hall Aerodrome, Uppingham

APPENDIX 3

EVICTIION POLICY 2018

WE ARE FESTIVAL EVICTION POLICY 2018

VERS 1

We Are Festival Eviction Policy 2018

To ensure that We Are Festival 2018 meets the strict conditions laid out in the Licensing Act 2003 (England and Wales) regarding:

- Prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

Attendees are bound by clear terms and conditions of entry. Any person within the licensed area of the event, or attempting to enter this area, will be liable to be evicted from site if they breach any of the following event conditions:

Grounds for eviction:

- a) Entering, or being onsite without a valid ticket, wristband or relevant accreditation
- b) Exhibiting violent, disruptive or antisocial behaviour
- c) Breaching terms & conditions detailed on the ticket
- d) Refusing to submit to a search
- e) Being in possession of unlawful drugs and/or banned substances, including psychoactive substances
- f) Selling or suspected of selling nitrous oxide
- f) Unofficially selling any goods without the approval of the Premise License Holder
- g) Committing or suspected of committing a criminal offence, but not detained by the Police

Where the police make an arrest, and remove a person from the event, the Eviction Manager and EC will be informed for the log. The arrested person will only be allowed to re-enter the event under exceptional circumstances, and following discussion with the Security Director, Police and Event Controller.

The Evictions Team is made up of:

- 2 x Eviction Managers,
- 4 experienced SIA licensed static security staff
- 1 evictions shuttle vehicle with 1 x Supervisor and 3 experienced SIA licensed security operatives one of which is a female security operative available to deal with female evictees.
- All staff in the evictions vehicle will be wearing body cameras.

The Eviction Centre is within a separate and secure compound, with radio communications direct to 1st Aid, Welfare and EC with a designated toilet facility.

We Are Festivals eviction process is to be managed by Eviction Managers, reporting directly to the Security Director.

To ensure safe transfer away from the event, a suitable eviction point will be agreed with Licensing and the Metropolitan Police, which has satisfactory conditions for lighting and facilities, onward transport options, and is not on the side of a main road.

Eviction Process:

1. Anyone deemed by security or other staff of WAF to have breached any of the stated Event conditions may be removed to the Eviction Centre (by security) for review.
2. The security team escorting the person for eviction will be required to obtain basic information regarding the circumstances for eviction, names of other persons involved, any physical evidence, name and number of the security initially involved. This will be relayed to the Eviction Manager prior to handing over the evictee.
3. Prior to handover, or if this has not been carried out, then on arrival at the Eviction Centre, every evictee will be required to submit to a bag/clothes search for weapons and illegal substances/prohibited items before entering the Eviction process. This will be conducted by an SIA security operative or a police officer. Any items of interest found will be placed in evidence bags and handed over to the police, or confiscated and disposed of appropriately.
4. In certain circumstances, the Eviction Manager may liaise with the Police to carry out a Police National Computer (PNC) check, to establish whether the evictee is of interest to the police. Where this is the case, the police will be invited to be involved in the process.

5. The length of time required for a decision to be reached will depend on the complexity of the situation, the availability of information on handover, and the condition of the potential evictee, e.g if a person has no wristband, admits to having entered unlawfully, and is cooperative, their eviction can be processed quickly. In all cases, they will be treated properly and fairly and will not be unnecessarily detained, beyond that which is necessary to carry out the fairest and safest eviction from site.
6. If a person is to be evicted, they will be removed directly off site. They will not be reunited with friends, or possessions. They will be allowed to contact others in their party to inform them of the situation.
7. Every eviction will be recorded. An eviction form will be completed, with a slip for the evictee detailing the reasons for their eviction and the resulting actions being taken. Their photograph will be requested and taken where compliant, which will be filed alongside their eviction form. Basic details will be entered in to an eviction log.
8. Prior to all evictions, the person will be assessed, to ensure the event is fulfilling its duty of care. If they are not deemed fit to be evicted, they will be offered welfare facilities at the Evictions Centre and/or referred to first aid..
9. If the evictee is a minor, ie. under 18 years of age, the Eviction Manager will look to contact a parent/responsible adult to collect the child. They will be kept at the Eviction Centre until collected, with assistance from the Welfare team. If a relative or guardian cannot be contacted, the police will be informed and assistance will be sought from them.
10. If an evictee is a member of the crew or an artist, their manager/booker will be notified and consulted prior to eviction from site.

Body Camera:

Evictions will be carried out by suitably trained staff and recorded using a Body Camera. Footage should be logged with a relevant incident number to align with the eviction

Event control will be regularly updated on the number of evictions, at their request.

The eviction's log and all eviction forms will be handed over to the Event Organisers at the end of the event.

APPENDIX 4

SECURITY RADIO CHANNELS LIST

VERS 1

Channel	Who
1	Security Director/Deputy Security
2	Security Nation - Event Control
3	Security Nation Externals (Mobile and Static)
5	Security Nation Response
6	Security Nation – Internal Emergency Gates/Exits
7	STUART Security – Event Control
8	STUART Security – Main Entrance
9	STUART Security – Transport hub
10	STUART Security – Enhanced Search
11	STUART Security – Arena
12	STUART Security – Backstage
13	STUART Security - Response
14	STUART Security - VIP
15	GUARDFORCE – Event Control
16	GUARDFORCE – Licensed Bars
17	GUARDFORCE – Gate X7
18	GUARDFORCE - Response
19	Global – Event Control
20	Global – Campsite Entrance
21	Global – Campsite Patrol
22	Global – Perimeter/Obs Towers
23	ICDS – Event Control
24	ICDS - DOGS
25	ICDS – Exits and Observation Towers
26	Tokens – Restricted Channel

**Police will at all times be able to contact the Security Director who will be positioned within the Event Control*

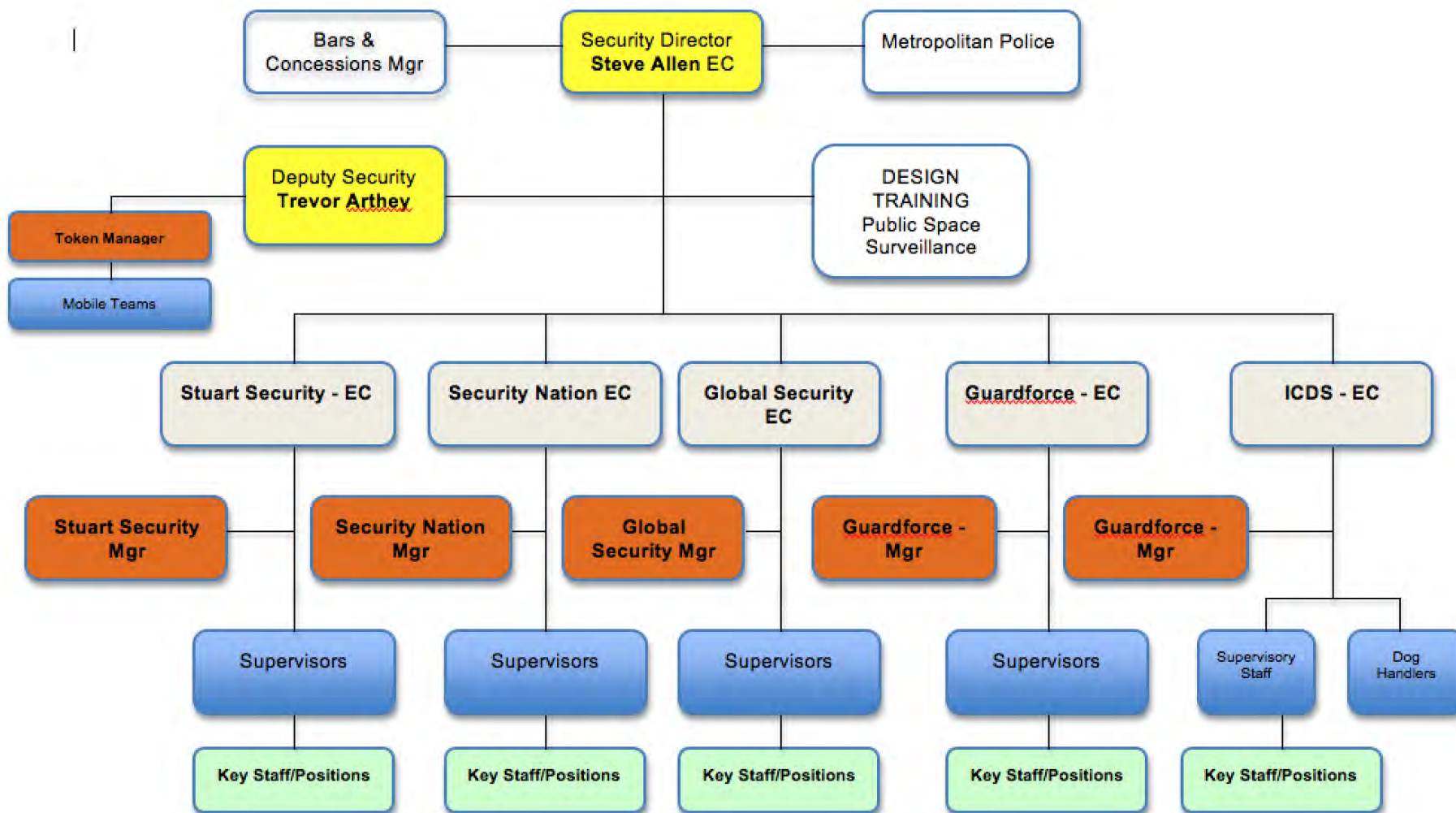
APPENDIX 5

CCTV FESTIVAL PLAN – 2018

To be finalised

APPENDIX 6

FESTIVAL SECURITY COMMAND AND CONTROL PLAN - 2018





We Are FSTVL

Damyns Hall Aerodrome, Upminster

Campsite Crowd Management Plan

Version 1

Created 06/12/2017

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Introduction

This document relates to the proposed 'We Are Festival' event to be held in the London Borough of Havering on Friday 25th – Monday 28th May 2018.

We Are Festival (the "Event") is promoted and organised by Lime Green Events (the "Promoter") who will be applying for a licence to host 39,999 persons daily with a 7,000 capacity campsite and 30,000 day visitors 2018 will be the 6th annual succession of We Are Festival.

The format will be multi-stage performance of live and recorded music with a campsite, food, beverage and licenced outlets.

The audience profile will range between 18 and 30 years of age. The male to female ratio will be 40% to 60%.

The purpose of this document is to present a proposed outline of the operation plan for crowd management and security of the campsite. The basis of this plan relies upon an underlying knowledge and experience from similar sized events. Global Security Stewarding (GSS) will adhere to and implement the 'We Are Festival Security Management Plan' (ESMP). This document will also draw on principles from current HSE guidance documents.

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations (1992)
- The Event Safety Guide
- The Guide to Safety at Sports Grounds
- The Guide to Fire Precautions in Places of Entertainment
- HSE Guidance to Crowds in Public Venues

In addition to this, GSS has the experience of providing the Crowd Management and Security at various major events, arenas and venues across the UK. These include: Elton John Concerts around the country including Leigh Sports Village, Chatsworth House, Reebok Stadium, Doncaster FC, Worcester, and Durham Cricket Clubs. Sonisphere Festival, Download Festival, T in the Park, Wakestock Festival, RIAT at Fairford and V Festival to name but a few.

Statement of Intent

Please view the following document as a statement of intent for the duties of GSS for the We Are FSTVL Campsite. This statement of intent details the type of service and responsibilities of GSS to the client.

The company agree to provide a Crowd Management Service for the event campsite and associated activities. Crowd Management is herein defined to be:

‘The systematic planning for and the supervision of, orderly movement and assembly of people. Crowd management involves the assessment of people handling capabilities of a space prior to its use. It includes evaluation of projected levels of occupancy, adequacy of means of ingress and egress, processing procedures such as tickets collection and expected types of group behaviour.’

An operational plan has been written for the event and submitted to interested parties for their approval.

Areas of responsibility:

To provide and maintain a safe and secure environment for campers and other persons attending the festival.

To provide overt and covert mobile and foot security patrols around the campsites and car parks for the prevention of crime.

To monitor the site and identify crime ‘hot spots’, enhancing patrols to deter and detect offenders accordingly.

To provide an ‘eviction’ from site capability for those individuals who have breached the terms and conditions of entry via the eviction team.

To ensure the internal fire lanes remain clear.

To monitor for smoking in non-smoking areas.

To ensure that only authorised ticket and pass holders gain access to the campsites.

To ensure that only authorised ticket and pass holders are present in the car parks.

To monitor crowd movements, identify and deal promptly and effectively with any identified crowd control issues.

To maintain the integrity of the perimeter fence of the campsites.

To deal effectively and proportionately with any individuals using antisocial behaviour, thus disrupting the event.

To take necessary action to prevent and deter unauthorised fires within the campsites and car parks.

To respond to spontaneous incidents and communicate these with EC.

To provide a uniformed presence to deter and prevent crime.

To carry out crime prevention patrols.

To provide a presence whereby campers can report concerns/crime.

To monitor the campsite for any persons under 18 years of age.

To communicate effectively with EC.

The GSS Crowd Management Team will not have responsibility for:

Traffic management around the external of the site or parking on the surrounding public roads.

The main We Are FSTVL arena.

Any co-ordination or responsibility of lost property or lost children and vulnerable adults. Staff will, however, direct lost property to the appropriate handling station and escort lost children and vulnerable adults to the designated point.

Any Health and Safety issues regarding any other parties other than those who are employed by the company.

Actions taken by agents other than employees of Global Security Stewarding.

Provision of direct Medical Services (other than to assist the contracted event medical supplier personnel with all reasonable requests to establish a safe working environment for the treatment of casualties).

Specific Issues

Any issues that the GSS Managers see or anticipate as a result of site survey or security meeting, will be brought to the attention of the Client and the Safety Officer. Any methods adopted to combat the issue which are identified and agreed between the Safety Officer, the Client and GSS will appear in subsequent editions of this document.

Specific Tasks

Special duties or specific tasks required of GSS personnel which are to be conducted at the campsite may include but are not confined to:

Ejection or Response units, Search Teams, Security Radio Controllers, Crowd Spotters, CCTV operators.

All staff deployed to these areas will have had the appropriate training, experience and license to carry out their duties safely, effectively and lawfully.

Uniform and commencement of work procedures

All staff will be clearly identifiable in GSS company uniform. They will adhere to the company code of dress and conduct.

All GSS personnel working on site will be brought to an agreed location, signed in and uniform and ID badges checked. Their identification numbers will be logged against their names and will be held in secure files for future reference or audit purposes.

Staff Welfare

GSS are responsible for their staff's health and welfare whilst at the event. The company will provide, as required, some waterproofs in the event of inclement weather, sun screen protection if exposed to sun rays, bottled water if required, transport to and from the event and ear protection.

General

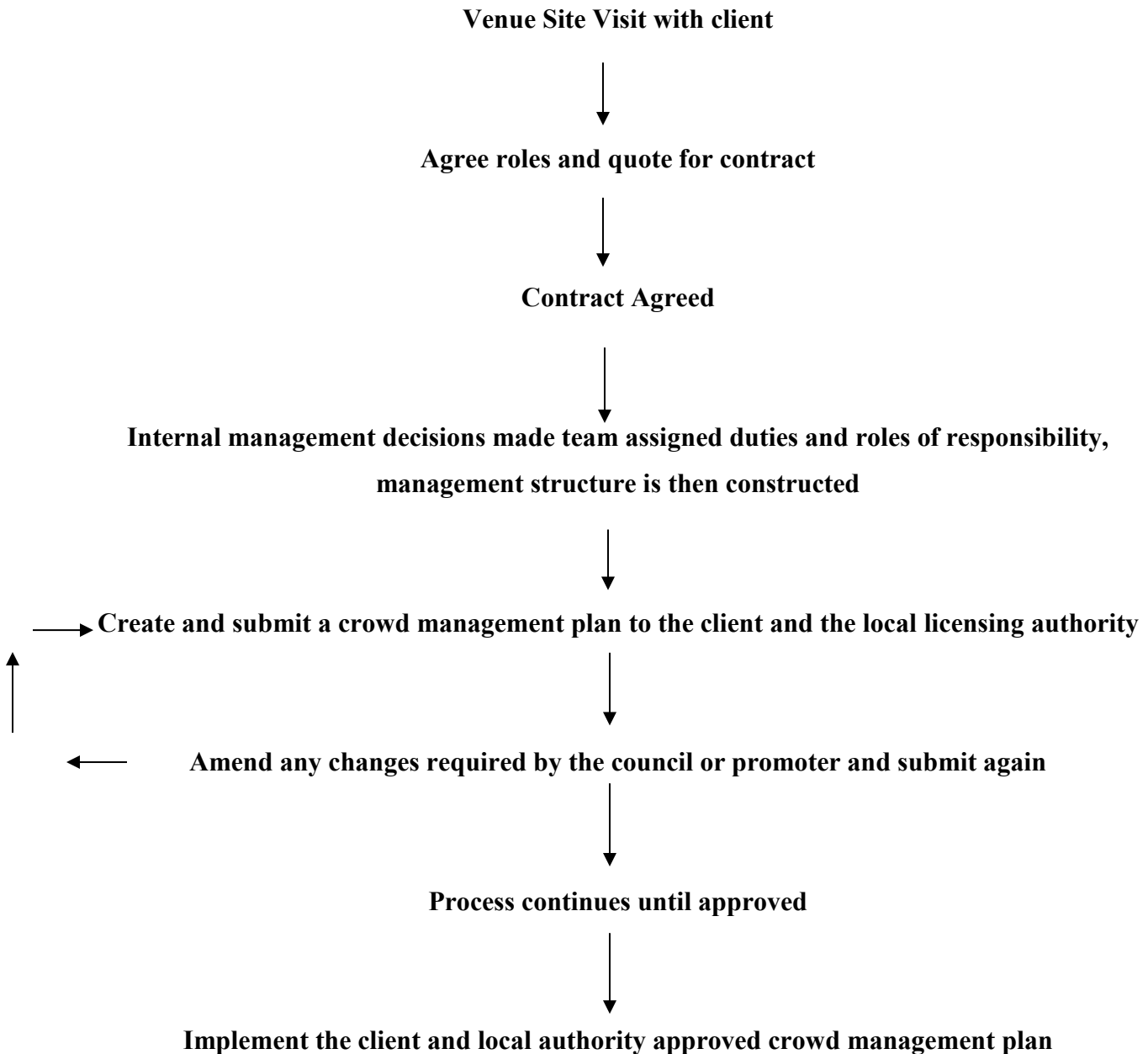
GSS recognises the Client's commitments to operating high quality events at a safe and secure site in accordance with the highest standards of customer service and agrees to use its best endeavours to assist the Client in securing that objective. GSS shall not wittingly do anything that may hinder or harm the Client's trade or reputation.

The Client will co-operate and work with GSS to assist them in the proper performance of their obligations hereunder and will comply with all the company's reasonable requests relating to the management and safety of the event.

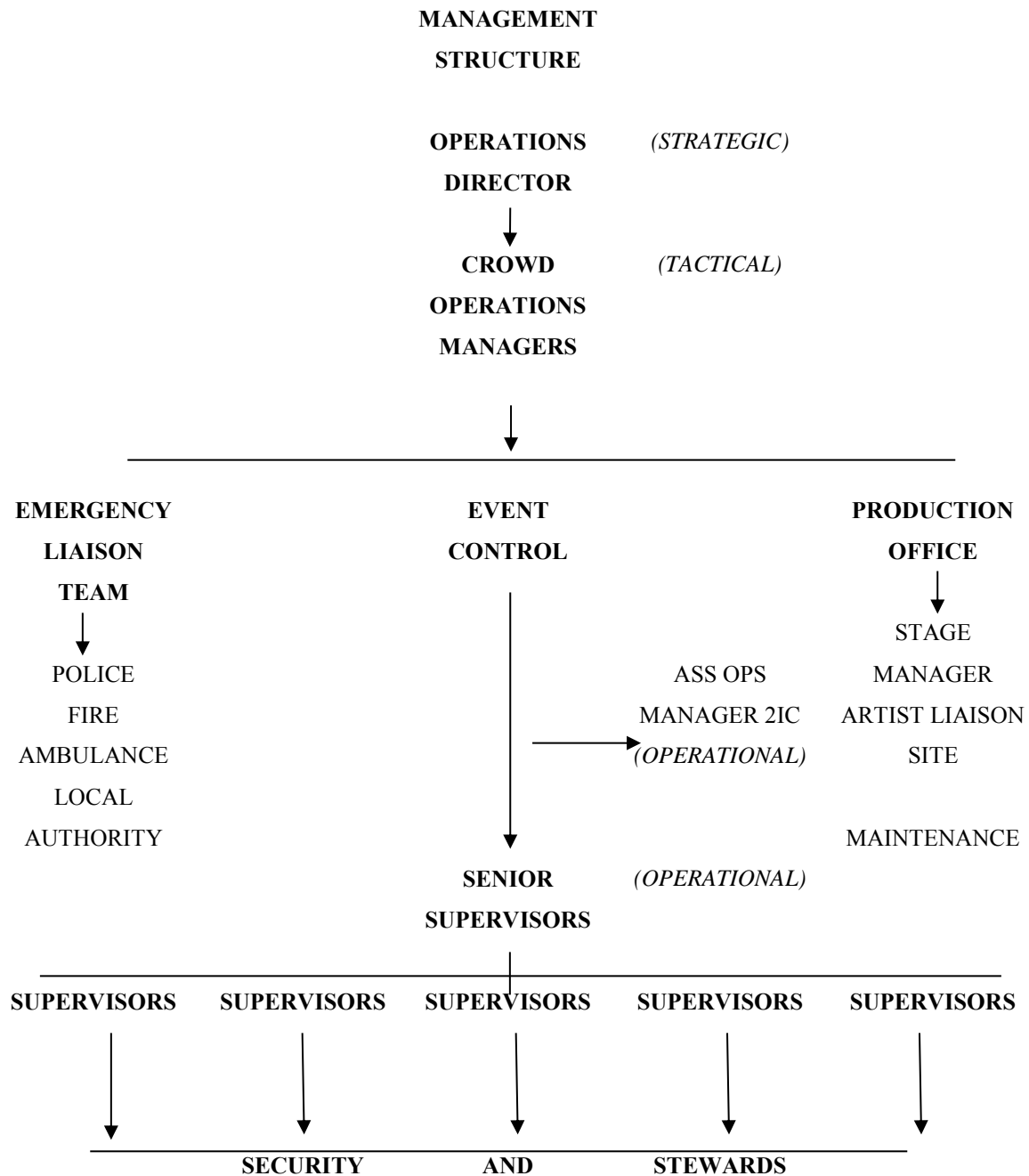
GSS will work in close harmony with Lime Green Events and will acknowledge their chain of command as well as linking in with other personnel to the benefit of all on event days. GSS stewards will follow instruction from the GSS chain of command, however, any areas of work that overlap or require liaison between agencies can be communicated through Event Control.

Management Planning Process

The Event Management Structure should be set out in the following process:



Management Structure (Command & Control)



Staff Training

Steward & SIA Training

All GSS staff undergo a training course which provides them, if successful, with a recognised qualification:

NVQ (Level 2) Event Steward - Spectator Safety.

Certain aspects of a steward's role require further training. This is addressed by the implementation of courses designed to improve both the standard of service given and health and safety awareness.

Examples of these extra courses:

- Emergency First Aid (appointed person) – 1 day
- BNU Introduction to working the front of stage barrier – 1 day
- Manual handling course – 1 day
- NCFE (level 2) Equality and Diversity – Distance Learning
- Talent Training Customer Service Skills – 1 day
- BIIAB SIA Door Supervisors Training – 4 days
- EDEXCEL SIA Close Protection Training – 4 days (short course for experienced staff)
- Skills SIA CCTV Training – 4 days
- X-ray machines & Search Procedure – 1 day
- Maybo – Physical Intervention Skills – 1 day
- NVQ (Level 3) Spectator Safety for Supervisors and Team Leaders.

Supervisors Training

In normal circumstances, once a Steward or Security staff member has completed a probationary period with the company, they can request the opportunity to upgrade to a Supervisor. The proposed Supervisor will then work under close supervision to assess suitability. The Company Director, Jim MacDonald, will then make a decision as to whether the applicant is successful to go on to become a Supervisor. If this is the case, the Supervisor will be offered a training programme at a time suitable to them to achieve the nationally recognised NVQ (Level 3) Supervisors qualification.

Operational Team Roles and Responsibilities

Manager

The Crowd / Security Manager will be responsible for strategic management in terms of the implementation of the Campsite Crowd Management Plan. This will be in consultation with the Event's Security Directors, The Event Safety Officer and the Production Manager. He will work with the organiser and oversee and implement all strategic and tactical security operations. He will be responsible for all staff, briefing, operations and monitoring of the security and crowd management of the event. Ultimately the GSS Crowd Manager will report directly to the Event Security Director.

Emergency Liaison Team officer (E.L.T.) – (GSS)

A GSS Manager will be present at all times required in the ELT. The ELT officer will liaise with the Production team and all other emergency services stakeholders. This is in addition to presence at the regular ELT meetings scheduled each day.

GSS Night Manager

The GSS Night Manager and will be responsible for the deployment of the team, monitoring of the site and logging and reporting of all relevant incidents. This Night Manager will ensure that all staff are briefed correctly. This is primarily done through the Supervisors' briefing.

Supervisors

The Supervisors will assist the operations team as directed and have specific operational requirements as per their area of responsibility.

SIA Licensed Security

These staff will carry out any security function that is identified as a ‘Licensable Activity’ under the Private Security Industry Act 2001, in and around the site to ensure the protection and security of people, assets and property. They are entitled to make the decisions on the suitability of persons to enter or remain in licensed areas. This may include Body & Bag Searching, Evictions or Ejections. Their functions focus around the maintenance of the four licensing objectives as set out by the Licensing Act 2003.

Safety Stewards

The Safety Stewards (SSs) deployed to We R FSTVL by GSS will seek to work together as closely as possible with the We R FSTVL volunteer stewards.

The stewards are an essential part of the event safety management team, acting as the eyes and ears of the event manager. At all times the stewards should be aware of and ensure the care, comfort and wellbeing of all categories of spectators. The SSs supplied by GSS will be deployed to various parts of the We R FSTVL site. All GSS CSSs have been trained to the standard set out by the Level 2 NVQ Award in Spectator Safety / Level 2 Award in Understanding Stewarding at Spectator Events

The stewards ensure that they are familiar with the layout of the site and the available facilities including First Aid, toilets and water in order to assist the public with relevant information. They will attend pre-event briefings, ensuring they are familiar with arrangements for evacuating the audience, including coded messages. The stewards will carry out pre and post event checks within their working area ensuring the site is clear prior to and post-event.

The SIA patrol teams’ primary roles are to:

- Engage with customers and gain their trust
- Identify and map areas of problem/challenging groups and report back to control
- Provide a high visibility presence
- Conduct the initial de-escalating response to minute by minute challenges in the campsite
- Call for assistance only once initial on the ground assessments of situations have been completed
- Assist the patrolling Stewarding teams in the reinstatement of fence lines and maintaining of fire lanes

- Assist in the distribution of the Crowd Alert material around the campsite

The Stewarding teams' primary roles are to:

- Engage with customers and gain their trust
- Continually monitor the fence lines for breaches and conduct low level maintenance and reinstatement on them.
- Distribute the Crowd Alert cards to all tents on a regular basis
- Operate the broken window policy and call in whenever there is a need of waste or maintenance teams to act on a problem.
- Provide a high visibility point of contact for those in need or that have questions

Risk Analysis Method

All company staff shall observe the Health and Safety Regulations currently in place at the site as made known to them by the Event Safety Officer.

GSS will complete a Risk Assessment for all staff under their control.

All Risk Assessments will fully comply with current advice and regulations.

GSS will make available all policies that may be required for this event.

Insurance

GSS Insurance documents are available on request. Copies will be sent to the client.

Lighting and Noise Levels

The event organisers will plan for, install and maintain sufficient levels of lighting in all areas populated by public, staff or safety equipment. These will include entrance gates, security checkpoints, ingress and egress routes, the campsite, emergency exits, entertainment or refreshment areas and any pedestrian walkway or stairway.

GSS's responsibility is to provide the correct PPE for all employees working for GSS in any environment. Staff will wear ear protection in specific areas, and Supervisors will monitor that staff comply with this and all other H+S legislation required on the stadium site.

Safety Proposals

- A grid site plan should be prepared by the organisers that detail the key areas within the campsite. This should include; entrances, emergency exits, first aid points, etc.
- An Event Control consisting of representatives from various agencies will be formed and positioned on site for the duration of the event. In the event of a major incident being

declared, the Event Control will co-ordinate services and direct the on-site security teams as required to deal with the incident.

- A workable pass system will be in operation. Pass sheets should be made available to security staff prior to the event.
- The organisers should provide correct pattern channel barriers to construct entrance lanes.
- The organisers should provide bins for the collection of any items that are refused entry into the site.

Pre-Door Checks

Prior to opening the campsite to the public, the Event Control will carry out pre-doors checks to ensure that the site is safe for the public. This can be delegated in most cases to Crowd Management Supervisors, Production Management, Fire Marshals etc.

- Confirm entry protocol
- Issue pass sheets
- Correct numbers of barriers in position
- Any obstructions / hazards cleared
- Temporary structures
- Issue ticket collection bags or ticket scanning equipment
- Radio checks
- Confirm departments have briefed their staff (emergency codes, venue rules, information which is event specific)
- Emergency announcement / check PA system
- Doors green as per opening policy.

Audience Demography

The EMP for the event identifies the audience demographic and this document seeks to understand and plan for the affect and demands that demographic will have on the crowd safety and security at the event.

Anticipated Challenges

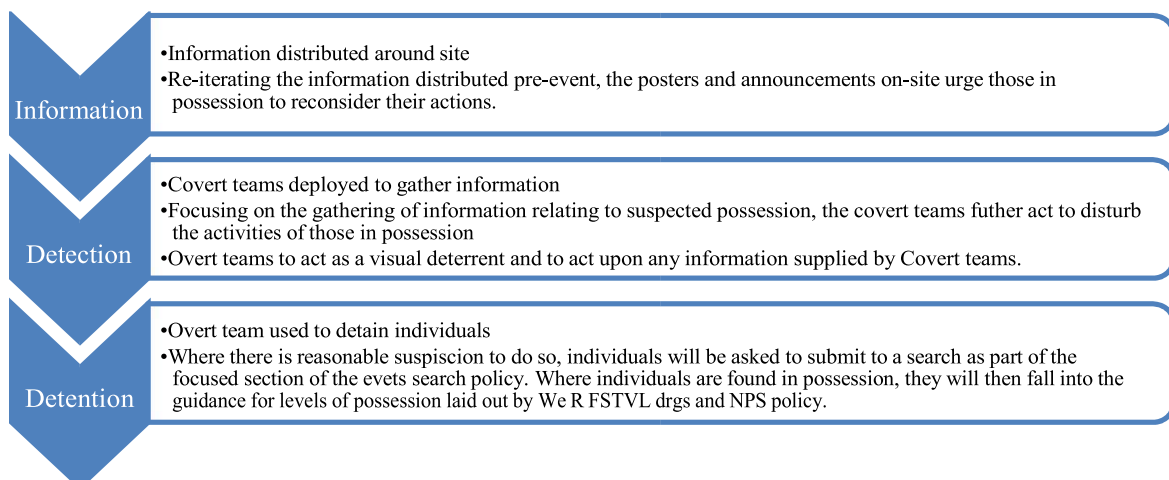
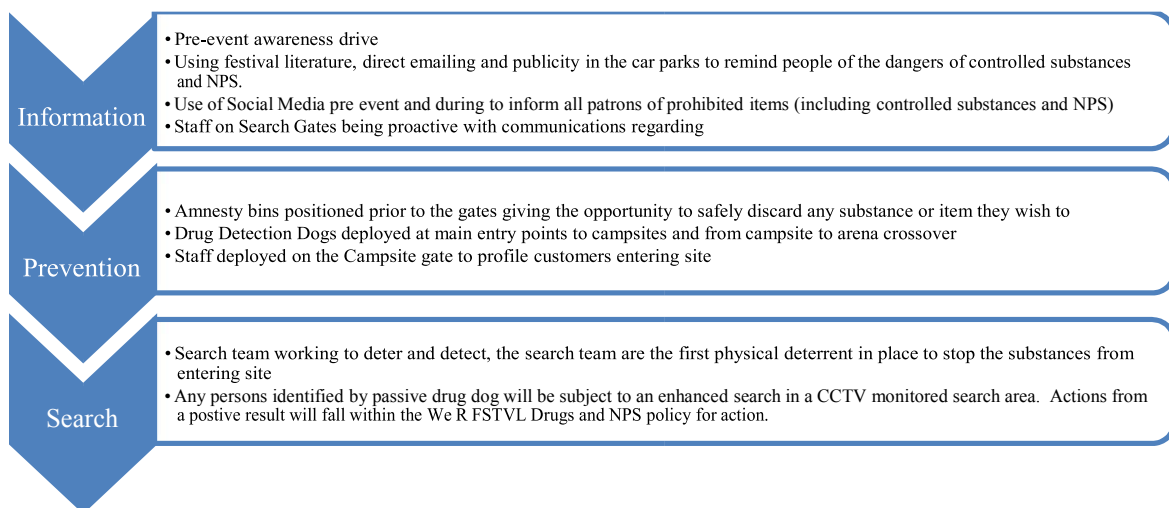
The list of anticipated challenges and tactics, is based on GSS's experience of managing security and crowd management projects within festival campsites across the UK.

- Challenge: Possession by customers of Flares, smoke grenades and flash bangs.
 - Pre-event communication to customers to heighten the awareness of the dangers associated.
 - Sufficient number of team members deployed to search team into the arena allowing time for special attention to be paid to locating of these devices.
 - A specific ingress and egress barrier system implemented from the start of the event to assist the search team in administering an effect search procedure.
 - GSS has witnessed an increase in the previous 24 months in the popularity of these devices around main stages and within tented structures. A spate of hobby style versions of these devices that are commercially available to those engaging in airsoft and paintball games were found in the campsites. Although designed to be safe within a sports environment, they are unsafe to be used within a campsite or densely populated area such as a crowd. Customer interaction pre-event is key to addressing the false perception of these devices as safe to use at a festival.
- Challenge: Theft from tents.
 - Notoriously challenging to combat, theft of customers' personal belongings from tents needs a multi-pronged approach. GSS proposes the use of several different tactics to disrupt and apprehend those intent on theft.
 - High visibility staffing in the campsites will act as a deterrent to those trying to steal items. GSS use the same model as police constabularies within inner city areas, high visibility teams regularly seen around specific locations do reduce incidents of crime. All team members deployed, other than those detailed to covert operations will be wearing a high visibility outer layer.
 - Deployment of covert teams: GSS's covert teams consist of SIA licensed Door Supervisors drawn from GSS's Specialist Unit will operate throughout the site but will be focused on combating thefts from tent and the detection and reporting of use/sales of controlled substances and NPS. These covert teams are multi skilled and will tackle all elements of crime both organised and opportunist on the

campsite. The teams' primary role is to gain intelligence and feedback to the GSS senior team, who will then implement uniformed tactics in response.

- **Decoy Tents (Honey Trap Tents) (At promoters request and authorisation only):**
Tents that have been pitched by the GSS team in the general camping areas will be specifically monitored by team members deployed close to the location. These tents will be pitched in close social groups (where available pitches will allow) in an attempt to simulate other social groups that do the same. Any person spotted entering these tents will be stopped and asked to account for doing so. Depending on the account of the individual/group, their answer/actions may be seen as reasonable suspicion that this person had been 'scanning' tents with a view to theft enabling the person to be ejected or spoken to by police.

- **Challenge: Possession/use of suspected illegal substances.**
 - In conjunction with the event's drugs policy; this illustrates the responsive tactics employed to deter and respond to the use of controlled substances on site.
 - This proactive and responsive process is illustrated in the chart below:



- Challenge: Crime and Anti-Social Behaviour.
 - In order for patrons to enjoy their festival experience GSS Security and We R FSTVL will look to implement the following strategies to reduce crime and anti-social behaviour across the campsite.
 - Deployment of covert teams: Whilst GSS's covert team's primary role will be to provide information on Drugs/NPS and tent thefts they will also be vigilant for pockets of anti-social behaviour and crime and will report in as needed to allow overt teams to respond.
 - Use of Observation Towers: The site layout allows for four high level observation towers which have an overall view of all areas of the campsite. This will allow GSS to monitor for any areas of disorder and instances of visible crime. This will be reported to the Control room for action by covert teams for monitoring or overt teams for resolution.
 - High visibility patrols: High visibility staffing in the campsites will act as a deterrent to those trying to commit crime or take part in anti-social behaviour. GSS use the same model as police constabularies within inner city areas, high visibility teams regularly seen around specific locations do reduce incidents of crime. All team members deployed, other than those detailed to covert operations will be wearing a high visibility outer layer.
 - We R FSTVL Buddy System/Crowd Alert: We R FSTVL are introducing a Buddy System to be able to promote customer safety and friendliness in the campsite areas. This will allow campsite neighbours to be mindful of each other and to be able to look out for each other, as well as giving them the opportunity to report any suspicious or anti-social behaviour to the GSS team (through either direct contact with overt staff, or through the Crowd Alert contact number) or to We R FSTVL campsite teams. A daily campsite newspaper will also be published which will also contain any messages regarding campsite safety and security.

- Challenge: Sexual Assault within campsite.
 - In conjunction with the Welfare Policy (Appendix U) and Campsite Support Service teams (Medics/Welfare/Volunteers) GSS will look to reduce the risk of sexual assault.
 - Deployment of Overt teams made up of both sexes: The presence of roaming overt teams in the campsite will be made up of a mixture of female and male staff that will allow for any males or females that allege sexual assault to be able to speak comfortably to a team member to make allegation. This will then be reported to control and medics/welfare/production/police informed via event control/campsite control and acted on accordingly.
 - We R FSTVL Buddy System/Crowd Alert: The We R FSTVL Buddy System will promote customer safety in the campsite, and will empower campers to be able to

report any behaviour that may be suspicious or illegal to security staff (through either face to face contact or through the Crowd Alert system).

- Patron Safety Checks: Members of the Security team will openly challenge any persons who are accompanying an inebriated or confused patron to ascertain who they are and where they are going. This will reduce the risk of sexual assault to those that are unable to make a conscious decision. Persons who are inebriated or in a state of confusion will be escorted to welfare for assessment and if need be spend the night with the welfare team until they are able to be discharged.
- Pre and during Event Communication regarding safety within campsite: We R FSTVL will have a large social media campaign informing patrons of how to be safe at festivals as well as informing them of Campsite Support Services (Security/ Medics/Welfare/Volunteers) who are there to help.

Ingress System & Entry Conditions

It is vital that each gate can safely process customers swiftly and effectively to maintain flow, reduce the chance of pressure at the gate but also ensure search procedures are conducted as planned. Therefore, the entry team need the capacity to process large numbers of attendees through the search procedure in a short period of time if the event experiences an en masse arrival of customers.

The target flow rate directly specified by We R FSTVL is two people per minute per lane on average. Mitigating factors for the time to search include the use of passive drug detection dogs, the use of social media to inform patrons of the entry conditions, and the allocation of amnesty bins (and direct signage regarding the use of amnesty bins) on the approach to the campsite. Taking the search rate of 2 customers per minute, per member of staff during initial ingress conditions, the calculations have been made below to show how the GSS team could manage an early arrival queue situation.

The search team for general camping is itemised as 20 members of staff across 10 linear search lanes, and they have search capacity of 2,400 people per hour, whilst VIP/Xclusiv camping is itemised at 6 members of staff and they have a search capacity of 720 persons per hour. Utilising Response Teams of 3 staff per team to assist, the entry gate team could safely process an extra 360 people per hour with the addition of each individual response team. This search capacity should be sufficient to relieve any pressure within the waiting crowd.

Ingress Conditions

Conditions of entry, which should be made known to the public in advance of the event may include:

- TBC by Lime Green Events

A 'Challenge 25' system will be in place. Staff will perform ID checks on all persons deemed to be under the age of 25. An identification scan is a condition of entry to the campsite.

GSS will have 'spotters' placed both within the queueing system and internally to look out for illegal activity, contraband and anyone deemed to be underage.

No pass outs should be allowed during the event for ticket holders, except for medical or emergency purposes.

Event organisers should provide correct pattern channel barriers to construct the appropriate number of entry lanes.

Amnesty bins will be provided by the festival organiser for the collection of items that are refused entry to the site, as stated in section 13.3 of ESMP. Wheelie bins should be made available for the entry lanes and skips may also be used on the approach to search lanes and /or outside the entrance points in "dead" areas if possible. Regular emptying of bins and skips, in addition to general cleaning around entrance gates should be undertaken during the course of event days to ensure good housekeeping practice, maintain clear, safe exit routes and a sterile environment for security purposes.

No vehicles should be allowed access or exit via a public entry route whilst pedestrians occupy the arena. Policy on vehicle curfew should be publicised widely across all contractors on site.

GSS staff on entrances will give a very clear, positive and customer friendly service. They will be solution driven and complaints will be dealt with at the time. Any negative messages sent to security control, should be given with an explanation.

It is essential that the queuing capacity at each entrance point be calculated; taking into consideration anticipated numbers at each gate and estimated arrival times.

Eviction Policy

Please see overarching Security Management Plan.

Crowd Movement

The key time period for risk to crowd safety from migration is in the run up to a performance by a popular artist and at the end of the entertainment each night when the crowd attempt to leave the arena. This anticipated large scale migration should however be planned for as this action forms part of the emergency procedures for a localised evacuation.

Mobile teams will be deployed to the cross-over points that lead from the arena and instructed to assist the GSS team at that location in maintaining a continual, unheeded flow of crowd. During large migrations such as this, all relevant gates will be turned into single direction gates (where reasonably practicable) until the crowd flow has reduced to a level where two-way foot traffic can be reinstated.

For reference the event timings are shown below:

TBC

Egress

Those having arrived by public transport, by private transport or on foot will most likely return by the same method.

Campsite egresses are usually drawn out and give the customers the opportunity to leave at their own pace. A deadline time to leave will be circulated amongst the campsite customers early on the Monday morning to enable them sufficient warning to pack up.

Each and every tent will be checked by GSS team members to ensure that the site is clear before the team standing down.

As the sweep line move forward through the site towards the exit gates each area will be confirmed sterile in turn. This line will move through the site until the point that the exit can be shut to allow the sweep to confirm the premises is clear of customers.

Appropriate site lighting will be positioned along all egress routes en route to the main gate. For specific details of the egress, a separate egress plan is include with the event safety management documents.

Any found property will be taken by the Supervisors to the lost property office and the Supervisors will make mention of it in their reports.

A de-brief will take place where any incidents or constructive feedback can be given to the Head of Security who can then pass this information onto the Promoter and Safety Officer.

Each Supervisor will complete an incident report which will be handed into the GSS representative (usually Operations Manager) on site, and if required, copies can be made and given to the Promoter and Safety officer during the event.

After the sweep is complete, the Head of Security will give the command to stand staff down from the day shift as night shift will have taken over in specific areas at this point. Security Control will notify the Safety Officer in Event Control that the sweep is complete and the site is secured.

Emergency Procedures

To follow.

Terrorism

To follow.

We Are FSTVL 2018 Statement of Intent By Stuart Security

Company Background

Stuart Event Security Ltd (SES) was formed in 1988 and have build an impressive track record for creating safe, secure events with quality service. SES have successfully delivered a range of safety and security services for a large number of clients across the country. We work in partnership with a range of event organisers, promoters, blue light agencies, local authorities and partner security companies to create safe secure events with quality service.

We have Public Liability and Indemnity Insurance to £10 Million. We undertake comprehensive training and development programmes with all our managers and staff and in-depth event specific briefing before all deployments.

We have a vastly experienced and qualified management structure and over 1000 fully trained and uniformed personnel available for a wide range of operations and events. With our comprehensive operations structure, SES is able to manage large complex events and deal with the individual problems that they may present. This enables organisers, partners and other relevant bodies to concentrate on their own tasks safe in the knowledge that their event is being security managed professionally & safely.

SES are responsible for the strategic management and implementation of the safety and security plans as agreed with 2018 We Are FSTVL management. This will be undertaken in consultation with and in agreement by the client / event organiser. SES will work in partnership with the Production Manager, the Security Manager, Health and Safety Manager, Police, partner agencies and partner security companies as required to ensure a safe event for all.

A copy of the 2017 Stuart Event Security Operational Policies and Procedures Manual will be attached to this Statement of Intent.

A Methodology Statement for the 2018 We Are FSTVL event is attached below.

We Are Festival 2018

Stuart Security

Methodology Statement

Stuart Event Security Ltd	Director - Kay Thomas
Event	We Are FSTVL
Type of Event / Overview	Music Festival - Onsite Camping
Dates / Times	Friday 25 - Monday 28 May 2017
Venue location and Description	Damyns Hall Aerodrome Aveley Rd, Upminster RM14 2TN See maps and EMP for description
Audience Demographic	Music Festival Mixed audience Anticipated to be 50% male 50% female Age range anticipated to be mainly 18 - 30
Anticipated Numbers	39,999 30,000 day tickets 7,000 camping 2,999 staff/performers (up to)
Conflict Threat Level	Med
Security Threat Level	Security Threats - Medium UK Threat Level - Severe (recently reduced from critical) No specific intel. Jim Goddard to liaise with police liaison throughout event for regular updates and information sharing etc
Maps	See Event Management Plans and Operational Procedures documents

Websites	http://www.wearefstvl.com/info/
General Brief	<p>SES will provide security provisions for this event to include:</p> <ol style="list-style-type: none"> 1 Main Entrance 2 Queue Management 3 Main Entrance search and enhanced Search 4 Security and Crowd Management of the Arena 5 Stages/Backstage/Response Teams 6 Observation towers within the arena 7 Egress and Dispersal of Day visitors in the Transport Hub 8 Transport Hub Arrivals (Bus drop offs only) 9 VIP 10 Emergency Exits within the Arena 11 ELT representative <p>Full security plans and maps will be produced for full tasking and security information.</p> <p>An Operational Procedures document will be produced to include a 'dot plan' for the positioning of stewards and SIA at key times.</p> <p>General tasking for the site includes:</p> <ul style="list-style-type: none"> • Prevention of crime and disorder • Public safety - including crowd safety management • Prevention of public nuisance • Protection of children / vulnerable persons from harm / Safeguarding • Security and Counter Terrorism Awareness • Public Reassurance • Information / assistance as required
Event Specific Tasks / Requirements	As per tasking
SES On-Site Management Requirements	<p>Command suite - Managers, Administrator, Communications</p> <p>Operational - Managers and Area / Zone Supervisors</p>
SES On-Site Resource Requirements	As per SES resource sheet

SES Off-Site Resource Requirements	As per SES resource sheet to include queue management for ingress and management of customers on egress towards transport hubs
Control Room / ELT Facilities	Full ELT with all emergency services located. SES representative in ELT Jim Goddard to act as Police / Stuart Security Liaison
Planning Requirements / Logistics	Vehicles for TX as required Bikes as required Communication vehicles Command unit Equipment vehicle High viz jackets and clothing Wet weather equipment Lighting Camping / accommodation facilities for staff as needed Food arrangements to be confirmed
Event Specific Training Requirements	CT briefing usually provided by police before event however Jim Goddard to provide event specific CT briefing for all staff at initial briefing Jim Goddard to provide all staff with additional SES security before search lines
SES Event Management Briefing Requirements	Briefings TBC
Safety Advisory Group Meetings?	None
Deployment Plan	To be attached in due course

Other Security Companies on site / roles	<p>Partner security companies will provide security services for other zones including:</p> <p>Global Security and Stewarding Campsite Security operation and crime prevention</p> <p>Guardforce All licensed Bars onsite</p> <p>Security Nation Externals Security Positions and mobile patrols offsite Transport Hub security (with exception of Shuttle bus area where a response team will assist Stuart Security)</p> <p>ICDS Build/Break security Event overnight security Provision of all dogs and dog handlers (Drug detection, General Purpose and Explosive) Production Security Accreditation Searches</p> <p>Design Training CCTV Operators - Public Space Surveillance within the ELT.</p>
Build Up / Break down requirements	N/A
Event Management Plan	To be attached in due course
Communications	<p>SES radio communications - multi channel</p> <p>Event Management / ELT radio</p> <p>Liaison with police</p> <p>Mobile phones</p>
Police on Site? / Contact details	Jim Goddard to liaise
Event Organisers' Management Structure	See PDF document from We Are FSTVAL 2018

Crowd Safety Plan	As per Event Management Plan and Operational Procedures documents / maps.
Emergency Plan	See Event Management Plan.
Evacuation Plan	Event Management Plan
Event Organisers' Health and Safety Policy Policies	See Event Management Plan
Staff Welfare	Camping on site for staff TBC Catering facilities TBC Welfare facilities on site
Uniform Policy	SES black polo shirts, high viz, fleece and waterproofs to be provided as required. All staff to bring own black trousers and suitable footwear
Induction to the event	Briefing before event opens
Discipline	As per SES policies
Medical Procedures	On site medical team
Lost Child Procedures	See Event Management Plan. See also SES Safeguarding policy
Drugs Policy	See Event Management Plan See also SES Safeguarding policy
Alcohol Policy	See Event Management Plan See also SES Safeguarding policy
Entry Conditions	See Event Management Plan See also SES Search Policy
General Conditions	
Arrests	Liaise with police on site
Evictions	See Event Management Plan See also SES Search Policy See also SES Safeguarding Policy

Search	As per Tasking above See Operational Procedures Document See also Event Management Plan see also SES Search Policy
Seizures	See SES Search Policy See Event Management Plan
Incident Forms	
Risk Assessment / PPE	See below risk assessment for the event based on current information. A full review will be conducted on site by Jim Goddard See Event Management Plan for Event Organisers risk assessment See SES Health and Safety Policy for generic health and safety risk assessments.
PPE Vehicle	
Special Requirements	None
Notes	None

Risk Assessment Matrix

	Very unlikely	Unlikely	Possible	Likely	Very likely
NEGLIGIBLE	1. Low	2. Low	3. Low	4. Low	5. Low
SLIGHT	2. Low	4. Low	6. Medium	8 Medium	10. High
MODERATE	3. Low	6. Medium	9. Medium	12. High	15. High
SEVERE	4. Low	8. Medium	12. High	16. High	20. High
VERY SEVERE	5. Low	10. High	15 High	20. High	25. High

Stuart Event Security Ltd
Generic Event Risk Assessment
(Full Risk Assessment to be Agreed with Event Organiser)

HAZARD	GENERAL SES ACTION	EVENT GRADING RECORD ACTION IF MEDIUM / HIGH
Violence. People who deal directly with the public may face aggressive or violent behaviour. They may be sworn at, threatened or even attacked.	Prioritise personal safety, request specialist support units which are trained and available to deal with disorder, be aware of codes for emergency assistance. Enlist Police assistance (if required) at earliest opportunity.	8 SIA Response Trained Staff & Response Teams available as required. Briefings to staff before deployment. Effective management structure. Liaison with Police / effective communication links
H.I.V/Hepatitis infection. When dealing with the public it is important you deal with everybody in the same manner as there is always a risk that they may be infected with H.I.V/Hepatitis,	Where there is a risk of body fluid contact, your welfare must always be a priority. To ensure this you must wear protective gloves. They will be available from control rooms and support vehicles. If you need to resuscitate always use a resuscitator, never use mouths to mouth contact.	4
Noise. Prolonged or sudden exposure to loud noise levels (such as pyrotechnics) has a high risk of permanent deafness or other auditory problems such as tinnitus. The risk to others is minimal, as they tend not to be in the safety areas during the event. The risk to the public is low as long as the safety guidelines are adhered to.	Ear defenders are made available to all personnel that come into close proximity of stages, firework areas etc. Personnel will be rotated where a long duration of exposure to noise is experienced.	4
Fire. A large risk at events, due to the large gathering of people. Always make yourself familiar with the location of fire extinguishers around the site and the emergency exits and emergency vehicle access.	Make sure gangways and fire exits are kept clear, make sure there is no great build-up of combustibles. Should the large marquee need evacuating we would take the public out of emergency gate 5 and 6 into the evacuation area 1. We would manage this with the use of staff and loud hailer. Small fires would be dealt with at the incident with the use of staff, barriers to cordon off and relevant extinguishers.	4

<p>Suspicious Packages/Bomb Threats. During the course of an event you may come across a package that arouses yours or somebody's suspicion, or we may get a warning of a bomb somewhere on site.</p>	<p>Cease radio and mobile telephone use within 100 metres. Request Supervisor to attend location by word of mouth and secure area. Emergency services will be informed straight away. Should the site need a full evacuation we would meet with the Silver coordinator on site to make this decision. We would then use security and all other designated staff available who have been issued Hi Viz tabards to sweep the public towards emergency gates 2 and 3 into evacuation area 2 and gates 5 and 6 will be swept into evacuation area 1, we could also reverse gate 1 to sweep public into evacuation area 1. Staff will be deployed to Edith Street to assist with the emergency vehicle access and staff will be on emergency gate 4 production entrance to ensure no pedestrians exit this gate. Once the site is deemed safe we would manage the public back onto the site with the use of staff and loud hailer. Should the site be deemed unsafe and we can't let the public back onto it, we would be informing them of the situation and manage the crowd accordingly with as much information as possible.</p>	<p>8</p> <p>Current UK threat level now Severe having been reduced from Critical.</p> <p>Heightened awareness for all crowded events in the UK</p> <p>Event specific Security and Counter Terrorism awareness input by Jim Goddard at start of event to all staff</p> <p>All areas to be searched and cleared by staff before gates open and regular area checks throughout event</p> <p>Liaison with Police throughout the event</p> <p>Considerations for increasing security as required / intel changes</p>
<p>Crowd Behaviour. Crowd management can present particular problems for security personnel. There are many factors that can affect the mood of a crowd such as the opposing team scoring a goal or the artist not turning up. Other problems will be overcrowding of a particular area.</p>	<p>Monitor the area that is likely to cause concern. If it appears to build up to quickly prioritises your own safety, call immediately for back up, and never try to work the crowd alone. Always be polite but firm. Use safety equipment i.e. loudhailers, mills barriers to move crowds and prevent further access.</p>	<p>8</p> <p>Changes to crowd management plan for post event due to works at Finsbury Park Station. See Crowd Management Plan / Operations Document for specific details of changes to plan</p> <p>Heightened risks of crowd anxieties due to current terrorism threats. See above for action</p>
<p>Security Control Compromised. Such as an electrical fire in or just outside the control room.</p>	<p>The whole event could end up compromised should the event control break down, we would endeavour to evacuate the control room and work to put out the fire, during this time the relevant parties working in the control room would make their way to the nearest safe cabin/ marquee and work from hand held radios and mobile phones until such time it is deemed safe.</p>	<p>4</p>
<p>Environmental Risks. Such as Heat Exhaustion, Sun Stroke, Dehydration, Cold, Water Hazards. The risk should be nil if common sense and the precautions are in place.</p>	<p>Water is always available on site as are sun blocks and after sun, hats are available from the control room if required. Cold weather clothing is also available from the control room.</p>	<p>4</p>

<p>Dealing With Vehicles. Risk of injury due to collision when dealing with vehicles at V.C.P's. Vehicles towing trailers are identified as particular hazard due to additional width and approach arc of articulated unit.</p>	<p>Vehicle Checkpoints to be clearly identifiable as stop points. Personnel to wear Hi-Visibility tabards when manning V.C.P's. To wait until vehicle has stopped before approaching. V.C.P's to be lit in poor visibility conditions. Torches to be used during hours of darkness.</p>	<p>8</p> <p>Due to current terrorism threats there is a consideration that a vehicle bourn attack could be considered for high density areas.</p> <p>Vehicle mitigation options to be reviewed on site.</p> <p>Liaison with Police by Jim Goddard on site to review vehicle access and contingency plans.</p> <p>See SES Operational Policies on Security and Counter Terrorism for detailed information</p>
<p>Use of Vehicles. We use vehicles of the 4x4 variety to respond to incidents. It is important to understand when driving a vehicle amongst large crowds of people the risk involved.</p>	<p>Only authorised personnel to drive vehicles. Training given. Vehicles will be equipped with beacons and sirens, which must be used whenever the vehicle enters the site.</p> <p>N B Sirens not to be used on public highways.</p>	<p>4</p>



STATEMENT OF INTENT

We ARE FSTVL 2018

PREPARED BY DEAN PORTER – MANAGING DIRECTOR
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STATEMENT OF INTENT
Inquest Canine Detection & Security Limited

Inquest Canine Detection & Security Limited is a Security Industry Authority (SIA) approved contractor, holding the Approved Contractor Status (ACS) for the provisions of Door Supervision, Close Protection, Security Guarding & Key Holding.

We are fully insured to carry out all our services, which include manned guarding services and all spectrums of canine services (drug & explosive detection and general purpose security dogs). Our employees liability is £10,000,000 and our public & products liability is at £5,000,000. I have attached the COC.

Our business was incorporated in June 2011, registration No: 7662557. To date we have provided our canine services to many of the country's biggest music festivals (Leeds & Reading Festivals, V Festivals, Creamfields, Wireless, Lovebox etc) and some high profile events (BBC Proms, MTV Awards, Champions League Final).

This will also be our 4th year of providing our canine services to We Are FSTVL.

Our roles & responsibilities for WRFSTVL 2018 will be:

Build/Break security

Event overnight security

Provision of all dogs and dog handlers (Drug detection/General Purpose and Explosive)

Production Security

Accreditation Searches

X and Y gate security positions

We will carry out all these roles by only using fully screened & vetted security staff who are SIA licensed in either Door Supervision or Close Protection. All our detection dogs will be fully accredited by either the NTIPDU or NASDU, all our drug detection dog handlers being qualified to a minimum level 3, explosive detection dog handlers will be qualified to a minimum level 4 with general purpose security dog handlers being qualified to a level 2 standard. We hold CT records for all our dogs and handlers, and these will be made available for inspection by the authorities.

The primary role of our SIA licensed security staff and general purpose security dogs will endeavor to ensure the safety, security and integrity of the site, the persons working within or attending the site, the equipment and structures contained within the site. Our supervisory/management team will ensure all our staff comply with their instructions to the best of their ability.

The primary role of explosive detection dogs will be to reduce the possibility of a major incident which could lead to full or partial evacuation of the site, fatalities, serious injuries or major disruption to the festival which could be caused by a suspect package or vehicle being left unattended and not accounted for which could contain an explosive or life threatening device. The primary objective is public safety. We can only endeavor to achieve this by using fully trained and accredited explosive detection dogs and handlers suitably qualified and trained to work such a dog.

STATEMENT OF INTENT
Inquest Canine Detection & Security Limited

Our drug detection dogs will achieve their objectives of ensuring public safety and reducing the amount of illicit substances that would be present in the festival without the use of such dogs by passively scanning all persons legally entering the event, which includes paying customers, staff, concessions and visitors.

Amnesty bins can be placed at the front of the search lanes to encourage persons in possession of illicit substances to dispose of them safely, without fear of arrest, prior to entering an event.

We use red wheelie bin type which are lockable, with a slot aperture and deflector plate, which will be chained and padlocked at the front of the queuing lanes with signage asking persons to use these bins to discharge any illicit substances prior to entering the search area where the Drug Detection Dogs will be based. A 2nd amnesty bin is usually placed outside the search tents.

Our protocol is usually this:

Indication by dog, which leads to a brief investigation by the handler (or their helper). Our handlers will use this speech – **“My dog SUGGESTS that you MAY be in possession of something that is either illegal or a prohibited item, if you are, you need to tell me now what it is and where it is and I will allow you to amnesty it prior to going for a search (on confirmation a ball is delivered to the dog – reward) if you tell me you are not and an illicit or prohibited item is found during a search you will not be allowed entry”**.

This usually encourages persons to admit to what they are carrying and they are then escorted to the 2nd amnesty bin to discharge it before going into the search tent for a search. If anything further is found that person is then usually denied entry to the event. A safe is also placed in each search tent for any finds by the search teams.

The amnesty bin at the end of the queuing lanes is used as the first point of surrender. The general entry search is the 2nd point of surrender, the dog scanning search being the 3rd point of surrender. If a person does not amnesty their substance at this point, or prior to this point in our opinion they should be denied entry if anything is found on them at the search tent. If nothing is found at the search tent and we have reasonable suspicion to suspect they are carrying an illicit substance we then have the option to put a 2nd dog over them. If that 2nd dog indicates (which there is no reason why it wouldn't) then that person could be either denied entry to the event, or handed to the Police (if onsite) for a more thorough search. The same should apply if the dog suggests the substance is plugged.

‘Reasonable suspicion as opposed to mere suspicion must be founded on fact. There must be some concrete basis for the officers suspicion that can be considered and evaluated by an objective third person’. An indication by a trained and accredited drugs dog being worked by a trained and accredited handler should pass this test every time.

STATEMENT OF INTENT
Inquest Canine Detection & Security Limited

Our objectives are to reduced the number of illicit substances from entering your event and to assist you in ensuring that the licensing objectives are upheld— (a) preventing crime and disorder, (b) securing public safety, (c) preventing public nuisance, (d) protecting and improving public health, and (e) protecting children from harm. The detection dog is not infallible and serves only to provide intelligence to the handler, police and search team.

Post event and on a daily basis, any substances placed in either the amnesty bins or drug safe will be handed over to the licensee for safe custody and disposal. Myself, or my handlers, will NOT take possession of any illicit or controlled substance.

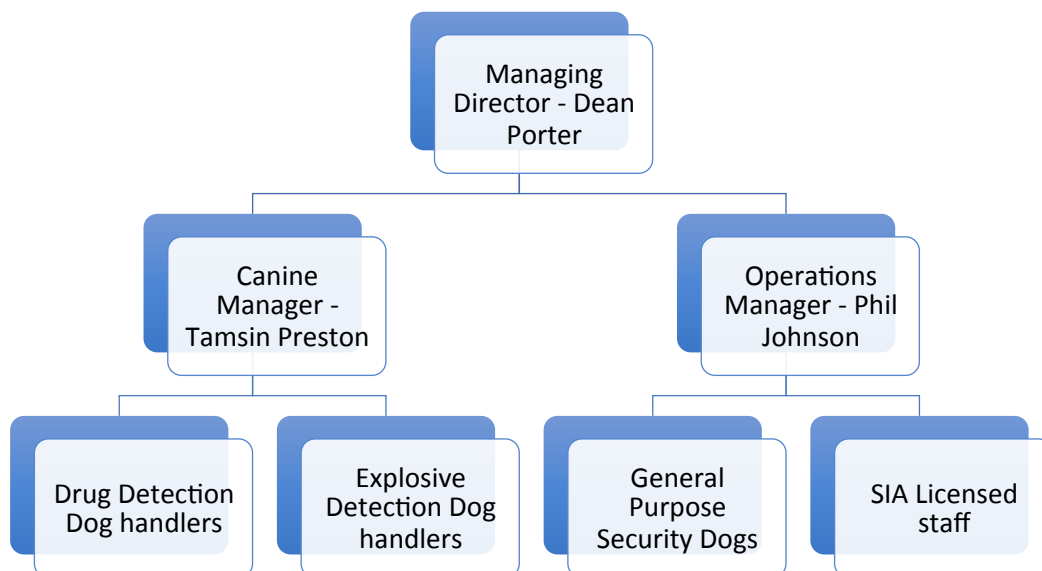
RAMS for our involvement will be forward to Mr Steve Allen, security coordinator, ahead of the event.

ICDS will not be responsible for the operations of the bars, campsite, main entrance, egress, dispersal, arena or stages.

Managing Director, Dean Porter will take overall responsibility for ICDS staff and dog handlers at WRFSTVL 2018. He will be the direct liaison with Steve Allen prior to, and during, the event.

Tamsin Preston will take control of the K9 operational order and welfare of all ICDS dogs on site. Tamsin can be contacted on 07701 372443 and canines@icdsevents.co.uk.

Phil Johnson taking control of the SIA staff operational order and deployment schedule. Phil can be contacted on 07701 372072 and phil@icdsevents.co.uk.



STATEMENT OF INTENT
Inquest Canine Detection & Security Limited

Signed

Dean Porter
Managing Director Inquest Canine Detection & Security Limited

Dean Porter

6th December 2017



To: Steve Allan

Date: 8th December 2017

SUBJECT TO CONTRACT

Dear Sirs,

Proposed Agreement: Letter of Intent

Further to our recent discussions and the information we have exchanged, the purpose of this letter is to acknowledge that we are entering into this letter of intent which, Security Nation Ltd agree to enter into an agreement with Lime Green Events.

The letter of intent is set to outline that: Security Nation have agreed to provide a Security Service role where we will provide security to: We are Festival 2018 to be held: Upminster Greater London during the periods of 25th / 26th / 27th May 2018

We are Festival is promoted and organised by Lime Green Events Ltd who will be applying for a license to host 39,999 persons daily with 7,000 camping and 30,000 day visitors. 2018 will be there 6th annual succession of We Are Festivals.

Security Nation have an agreement subject to change to provide for the following criteria:

- Perimeter positions
- External gates
- Evictions tent
- External Response

This letter of intent is being entered into to confirm our understanding of the principle terms and requirements, and our mutual willingness to proceed in mutual good faith to work towards the definitive agreements consistent with these terms.

A full Security operating schedule once agreed will follow.

Yours Faithfully

Marcel Cullers for and behalf of Security Nation Ltd

**GUARDFORCE SECURITY LTD**

Protection with Intelligence

Statement of Intent We Are Fstvl 2017 Bars Security Operation

Guardforce Security Limited is a Limited company registered in England and Wales. Registration number 4604163.

The company provides a committed independent service that employs a professional structured approach in delivering effective, positive results. We offer a timely service that is supported by an intelligence led method to provide the professionalism and high standards of delivery our clients expect. Our internal processes, preoperational plans and consequent activity will offer value for money and provide the necessary protection and deterrent to afford our clients the confidence and satisfaction they seek.

Guardforce Security Limited holds SIA Approved contractor status for the provision of Security Guarding, Door Supervision and Close Protection Services, Guardforce also holds BSI accreditation for ISO9001:20013

Guardforce Security Limited are insured by Aviva for Commercial Combined Insurance Policy Number 100533882CCI, Combined Liability & Professional Indemnity is Tokio Marine Kline Policy Number UK0047841601PL.

Guardforce Security Limited will be supplying SIA Licenced Door Supervisor personnel to Live We Are Fstvl for the We Are Fstvl from 26th May till 27th May Inclusive 2018.

The areas Guardforce will be covering are as follows:

All licenced Bars on site of various sizes numbers TBC

Dedicated Response teams to bars security operation

Plain clothes spotters on arena bars TBC

Queue management for all arena bars

Radio Controller for ELT



Guardforce will be supplying a management team to oversee the bars and revenue operation, we will also be running a plain clothes operation around, internal theft, Counterfeit Tokens, and organised crime relating to theft of revenue from bars.

- Incident occurs at or within the bar area – GF Response to attend and evaluate
- GF Response to record on Chest Cams
- If incident is Internal Theft/Counterfeit/or Organised Crime GF Manager to attend
- Person or Persons needing to be ejected – GF Response to take to Ejection Team/Centre on site
- GF response to hand over to ejection team/centre and must give the time and date, tabard number and name and SIA number of staff member requesting the ejection and the reason for this.
- GF Supervisor or Response Team member to complete incident report form and obtain from ejection team/centre an incident number.
 - A copy of GF incident response to be copied and handed in to ejection team/ processing centre and the original to be handed in to GF office on site

Each bar with a Disney style queuing system will be manned at the entry and exit point to control the flow of people through it. If a bars queuing system becomes a problem whereby it spills outside of the barrier system and into the event areas then a response team will be deployed to assist in controlling the crowd and advising to use other bars nearby which are empty or have less people in the queue system. We will be operating a Challenge 25 system at We Are Fstvl where all persons that look under the age of 25 will be asked for identification in way of Valid Passport, Drivers Licence or any valid ID card that We Are Fstvl see fit to accept. We have been operating this system for the past 10 years and have confiscated hundreds of fake ID's any person caught using fake ID is warned about possible ejection from the event and if caught a second time are ejected by GFS response via the ejection centre.

All of our staff will sign in on a daily basis with our admin team and will be in possession of their valid SIA licences all documents are checked by our admin team before deployment. Our staff will be issued with a numbered high viz vest corresponding to the role that they will be undertaking on the day. The vests are numbered back and front so as to be identified by cameras from a distance.

Warren Jones

Warren Jones

Director

APPENDIX D. MEDICAL MANAGEMENT PLAN



WE ARE FSTVL

Medical Support Plan 2018 (V1 – December 2017)

This information is confidential, and may not be circulated or reproduced in whole or in part without the consent of Events Medical Services Ltd.

Events Medical Services Ltd
PO Box 4741, Coventry, CV6 9EW
0844 586 6009

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INTRODUCTION

Events Medical Services Ltd (EMS) have been appointed as the medical providers for the 2018 running of We Are FSTVL, building on the success of previous years.

This document details how we propose to provide this medical support; in preparing our recommendations we have used outline site information provided by the event safety team and our extensive experience of other similar events.

INTENTION

Our aim is to:

- Ensure the timely availability of medical assistance to all parts of the site, including the car parks and related areas, in case of emergency.
- Provide a high quality primary and emergency care facility on site, to enable definitive medical treatment to be provided where possible.
- Ensure timely and appropriate referral and transport of patients requiring medical treatment that cannot be provided on site.
- Minimise the impact of the event on the local health economy.
- Ensure a prompt and co-ordinated medical response in case of a major incident, in conjunction with the statutory ambulance authority.
- Comply with or exceed the recommendations of the relevant sections of the Event Safety Guide (2014 edition).

MEDICAL CENTRE

This facility will be operational 24hrs a day from 1000hrs on Friday 25th until 1400hrs on Monday 28th; it will be located in a tented structure at the arena campsite entrance, with secure vehicle access. The medical centre will be staffed by a team of medical staff with wide-ranging event and clinical experience.

It will provide the following facilities:

- A reception and triage facility, to ensure that all patients are assessed on arrival, and seen in order of medical priority. Triage will be performed using the Glasgow Crowd Triage System.
- A fully equipped resuscitation area for the reception and stabilisation of seriously ill or injured patients.
- An area equipped for the assessment and treatment of patients with less serious conditions, to include facilities for walking and stretcher patients.
- An observation/holding area for patients requiring a period of observation or more prolonged care prior to discharge.
- A facility for medical staff on site to dispense prescription medications. As with the NHS, a charge will be made to cover the cost of drugs supplied.
- Provision for secure storage (in a refrigerator if necessary) of prescription medications belonging to festivalgoers.
- Appropriate counselling and provision of emergency contraceptive services.
- Facility for suturing wounds, minor surgical procedures and application of plaster casts to uncomplicated suspected fractures.

STAGES

Previous experience of similar events, and risk assessment of the artists playing on these stages, does not indicate the need for a permanent medical facility at these locations.

Staff will be available to respond immediately to any incident reported at these locations; where dynamic risk assessment indicates the need for a medical presence for a particular artist or audience activity, a response team and/or ambulance vehicle will be deployed to meet this need.

AMBULANCES

At least 2 paramedic-crewed vehicles will be available during event opening hours. This vehicles will be deployed at the discretion of the medical manager. A third 4x4 ambulance vehicle will be available to provide additional resilience on-site in the event that one of the site vehicles is required to transfer a patient to hospital.

A 4-wheel drive Rapid Response Unit equipped with a range of emergency equipment will be on site to deploy further staff and equipment to an incident where needed. In addition, a stretcher-carrying golf buggy will be available to facilitate response and casualty extraction within the campsite area.

No ambulance will enter the arena (or any designated pedestrian-only route) except in case of life-threatening illness, and then only with the specific agreement of the event safety team. To minimise the risk associated with vehicle movements in crowded areas, **all** ambulance movements must be authorised by the medical manager. Where at all possible, ambulances will be dispatched to a convenient access point and patients will be evacuated to there.

LIAISON WITH OTHER SERVICES

We recognise that London Ambulance Service NHS Trust (LAS) may wish to deploy a liaison officer to the site for some or all of this event; we would welcome any such visit.

We will liase with the receiving hospital prior to the event to ensure that they are aware of our presence and capabilities on site. We will maintain liaison with the receiving hospital during the event to ensure appropriate distribution of casualties requiring hospital care.

We will maintain close liaison with the site welfare services, to ensure that we complement each other's provision, and work in partnership to effectively meet the needs of each individual client.

CONTROL AND COMMUNICATION

All medical resources on site will be controlled by the medical controller based in the multi-agency event control room (ECR) who will maintain communications with the following:

- All medical resources on site
- LAS ambulance control
- Receiving hospitals
- Security and stewarding services
- Event management staff

All medical resources on site will operate on a secure radio net provided by the promoter, using equipment on dedicated frequencies). All EMS ambulances will be

equipped with cellular phones to facilitate communication when away from the immediate event site.

All requests for medical assistance on site will be dealt with by this control facility; we will reach agreement with LAS regarding the response to “999” calls which may be made from site, e.g. by mobile phone users. We would anticipate that these would be passed via the ECR to be investigated by the site medical resources in the first instance, to reduce vehicle movements in an already congested area.

The medical controller will keep a log of all communications relating to the medical operation, together with the actions taken. EMS will retain these logs in secure storage with the other event records in case of enquiry.

OFFSITE INCIDENTS

Responsibility for ambulance response to incidents occurring outside the event perimeter, including the surrounding roads, remains the responsibility of LAS.

The nature of the event means that it is likely that site medical resources may become aware of such incidents directly, and before LAS control are aware. Equally, traffic conditions and local geography may mean that an LAS response is significantly delayed. Where operationally possible, we will respond to any such incidents that we are made aware of; in the case of incidents notified directly to the ECR, the EMS duty controller will ensure that LAS control have been notified of the incident and our initial response to it.

In principle, no non-event patients will be brought onto the event site for further treatment, nor will event resources be used to transfer them to an offsite hospital for further treatment. In the event that further medical attention is required, LAS control will be contacted and asked to provide a suitable transport resource.

Where delay in waiting for LAS resources will place a patient at risk of death or significant deterioration then a decision will be made by the EMS medical manager as to the best course of action. This may include deployment of further site medical resources (doctor/specialist skills) transfer to the on-site medical centre for further stabilisation, or release of a site ambulance for immediate transfer to hospital.

HOSPITALS

The listed receiving hospital for this event is QUEENS HOSPITAL, Romford, RM7 0AG.

Where appropriate, patients requiring hospital care will be referred directly to the admitting medical team; we will liaise with the receiving hospital and LAS to ensure appropriate distribution of patients and availability of specialist beds (e.g. intensive care).

All patients who may require referral to hospital will in the first instance be transported to a Medical Centre; this is to allow appropriate stabilisation and referral of patients to definitive care, and best utilisation of transport resources. In case of life-threatening illness, patients may be evacuated directly to hospital with the agreement of the medical manager.

Subject to the needs of the on-site service, we will provide a shuttle service on request from the hospital to return patients to site once their treatment is complete; patients conveyed to hospital will be provided with the contact details to access this service.

In the event of a patient requiring aeromedical evacuation (potentially for major trauma), a designated helicopter landing site will be identified. Helicopter support will only be available on specific request from the senior doctor on duty through LAS ambulance control.

DOCUMENTATION

All patient contacts will be recorded on standard EMS patient report forms. Patients transferred to hospital, or requiring follow-up from their family doctor, will be provided with a copy of their treatment record.

These records are confidential when completed; a summary will be provided to the promoter at the end of the event. We will immediately notify the event safety team's nominated representative of any incident that appears to be reportable under RIDDOR and related legislation, to allow appropriate investigation and remedial action to be taken if necessary.

Patient records will be retained by EMS and stored securely for at least 7 years (longer in the case of treatment provided to a minor).

All manual records will be entered retrospectively onto the EMS computerised PAS system to allow for complete and comprehensive reporting, and subsequent analysis and use for future event planning.

We will operate our usual alerting system to identify any pattern or recurrent theme amongst patients attending the medical facilities to allow real-time attention to any developing safety issues on site.

STAFF

Medical staffing levels proposed for this event are based on our experience at other similar events, and reflect the expected workload and case mix. They comply with or exceed the requirements of the Event Safety Guide. Full details are contained at Appendix B

All medical staff are required to provide evidence of their qualifications and ongoing professional development.

Doctors are required to have full GMC registration, ALS/ATLS certification, and have all had recent emergency medicine experience. At least one doctor with advanced airway competencies will be available on site at all times.

Nurses come from a range of acute specialties (predominantly A&E); all have full NMC registration and current ILS certification. Many have additional skills such as suturing, nurse prescribing and ENP qualifications.

Paramedics all hold state registration; several also hold ECP qualifications and are empowered to work to their full scope of practice.

First aiders come from a range of backgrounds and experiences; acceptable basic qualifications include FAW, Red Cross Standard First Aid, IHCD First Person on Scene, military CMT qualifications, student paramedics etc.

All staff are required to sign a “Declaration of Offences” form and are subject to enhanced-level clearance through the Disclosure & Barring Service.

All staff will wear appropriate uniform clothing that readily identifies them as medical staff, including appropriate high-visibility clothing as operationally required. The promoter will specify what site passes/wristbands will be necessary, and will supply these to EMS for distribution; in addition all EMS staff will carry photo ID.

STAFF FACILITIES

All staff meals will be provided by the event organisers at the designated crew catering facility. Hot and cold drinks will be available at all work areas to ensure that staff remain well hydrated.

Eating and drinking will not be permitted in clinical areas; managers will ensure that all staff are allocated (and take!) breaks away from their working area, to ensure that we comply with the spirit of the European Working Time Directive. Particular attention will be paid to drivers’ hours of duty in line with the company H&S policy.

In line with the EMS Smoking Policy, smoking will not be permitted whilst on duty and in public areas; a designated smoking area will be identified.

Staff will be very welcome to camp on site; the event organiser will provide access to a secured crew camping area with access to toilet and shower facilities; EMS will make provision for issue and laundry of uniform items as required.

PRESS AND MEDIA ENQUIRIES

We will provide general information regarding the number of patients seen and the number conveyed to hospital on request. No further information regarding individual cases will be made available. Any requests for other information will be dealt with by the EMS Duty Manager.

CLINICAL WASTE

All staff will be aware of and comply with the EMS Operational Policy regarding clinical waste. This will be identified and segregated at source, and stored securely on site in the designated containers provided for this purpose.

Clinical waste disposal will be the responsibility of EMS; we will make suitable arrangements with our licensed waste contractor for its removal from site. Copies of waste transfer notes will be available on request.

HEALTH AND SAFETY

The health, safety and welfare of the staff deployed to this event is of prime concern to us; all staff (regardless of parent agency) are required to comply with the EMS Health and Safety policy. The EMS duty manager will have responsibility for Health & Safety matters on-site for the duration of this event.

Any member of staff suffering an injury or occupational illness must report this to the medical manager, who will ensure that the statutory Accident Book is completed as appropriate.

ARRANGEMENTS IN CASE OF MAJOR INCIDENT

In the event of a major incident occurring, LAS becomes responsible for the medical arrangements, and the EMS Duty Manager will hand over control to their Ambulance Incident Officer. Until this formal hand over of command, all resources on site will be managed by the medical manager.

- All first aid, ambulance and medical staff will work under the direction of LAS officers to provide emergency medical treatment to the injured.
- The senior doctor on site will assume the role of Medical Incident Advisor unless/until relieved by the doctor nominated by LAS.
- No personnel or resources will attend the incident unless directed by the medical manager.
- At the conclusion of the incident, medical control will be returned to the EMS Duty Manager (assuming that the event as a whole can continue)

APPENDIX 4

SECURITY RADIO CHANNELS LIST

VERS 1

Channel	Who
1	Security Director/Deputy Security
2	Security Nation - Event Control
3	Security Nation Externals (Mobile and Static)
5	Security Nation Response
6	Security Nation – Internal Emergency Gates/Exits
7	STUART Security – Event Control
8	STUART Security – Main Entrance
9	STUART Security – Transport hub
10	STUART Security – Enhanced Search
11	STUART Security – Arena
12	STUART Security – Backstage
13	STUART Security - Response
14	STUART Security - VIP
15	GUARDFORCE – Event Control
16	GUARDFORCE – Licensed Bars
17	GUARDFORCE – Gate X7
18	GUARDFORCE - Response
19	Global – Event Control
20	Global – Campsite Entrance
21	Global – Campsite Patrol
22	Global – Perimeter/Obs Towers
23	ICDS – Event Control
24	ICDS - DOGS
25	ICDS – Exits and Observation Towers
26	Tokens – Restricted Channel

**Police will at all times be able to contact the Security Director who will be positioned within the Event Control*

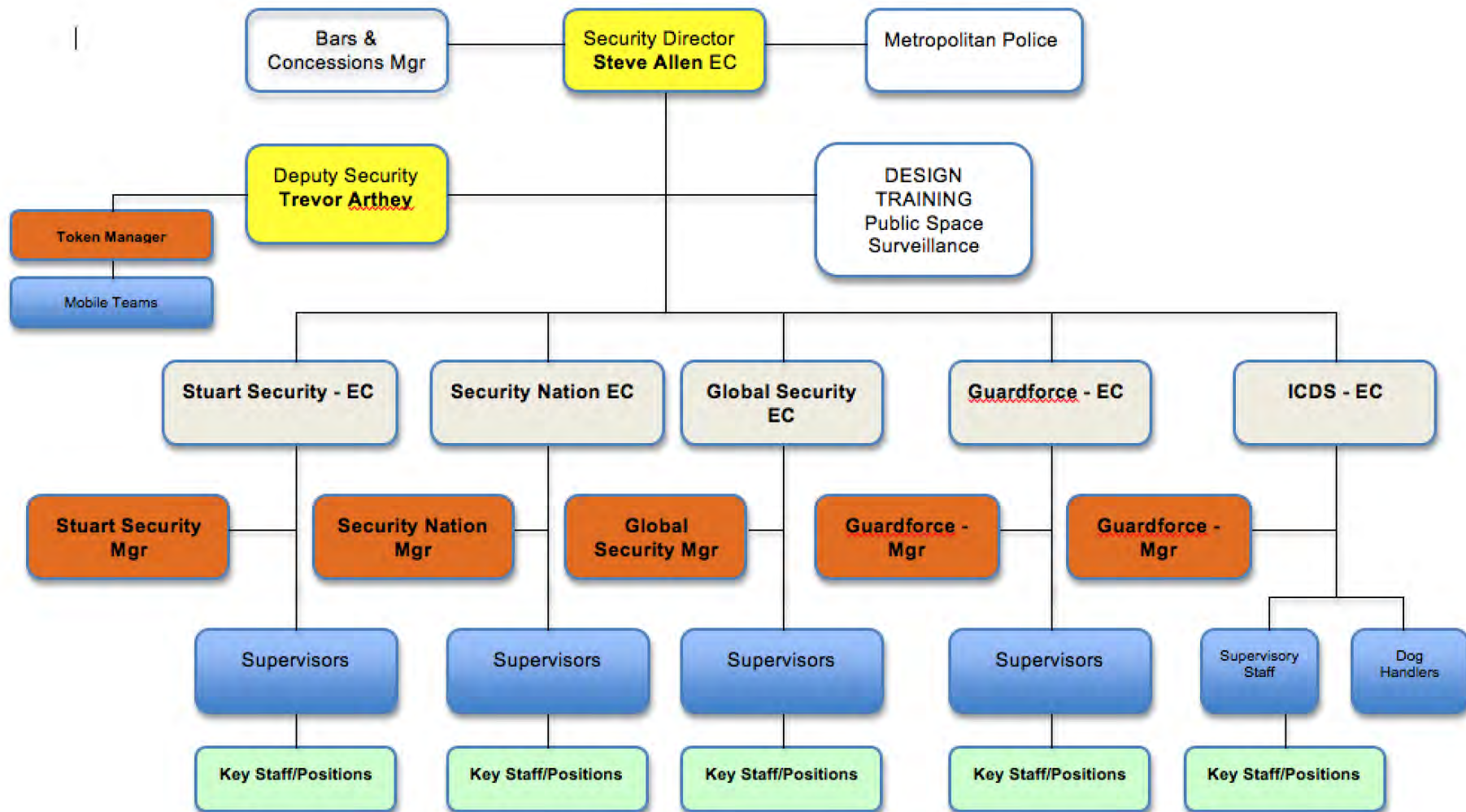
APPENDIX 5

CCTV FESTIVAL PLAN – 2018

To be finalised

APPENDIX 6

FESTIVAL SECURITY COMMAND AND CONTROL PLAN - 2018





We Are FSTVL

Damyns Hall Aerodrome, Upminster

Campsite Crowd Management Plan

Version 1

Created 06/12/2017

Bonnington Bond, 2 Anderson Place, Edinburgh, EH6 5NP

Company Registration Number: SC448543

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Introduction

This document relates to the proposed 'We Are Festival' event to be held in the London Borough of Havering on Friday 25th – Monday 28th May 2018.

We Are Festival (the "Event") is promoted and organised by Lime Green Events (the "Promoter") who will be applying for a licence to host 39,999 persons daily with a 7,000 capacity campsite and 30,000 day visitors 2018 will be the 6th annual succession of We Are Festival.

The format will be multi-stage performance of live and recorded music with a campsite, food, beverage and licenced outlets.

The audience profile will range between 18 and 30 years of age. The male to female ratio will be 40% to 60%.

The purpose of this document is to present a proposed outline of the operation plan for crowd management and security of the campsite. The basis of this plan relies upon an underlying knowledge and experience from similar sized events. Global Security Stewarding (GSS) will adhere to and implement the 'We Are Festival Security Management Plan' (ESMP). This document will also draw on principles from current HSE guidance documents.

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations (1992)
- The Event Safety Guide
- The Guide to Safety at Sports Grounds
- The Guide to Fire Precautions in Places of Entertainment
- HSE Guidance to Crowds in Public Venues

In addition to this, GSS has the experience of providing the Crowd Management and Security at various major events, arenas and venues across the UK. These include: Elton John Concerts around the country including Leigh Sports Village, Chatsworth House, Reebok Stadium, Doncaster FC, Worcester, and Durham Cricket Clubs. Sonisphere Festival, Download Festival, T in the Park, Wakestock Festival, RIAT at Fairford and V Festival to name but a few.

Statement of Intent

Please view the following document as a statement of intent for the duties of GSS for the We Are FSTVL Campsite. This statement of intent details the type of service and responsibilities of GSS to the client.

The company agree to provide a Crowd Management Service for the event campsite and associated activities. Crowd Management is herein defined to be:

‘The systematic planning for and the supervision of, orderly movement and assembly of people. Crowd management involves the assessment of people handling capabilities of a space prior to its use. It includes evaluation of projected levels of occupancy, adequacy of means of ingress and egress, processing procedures such as tickets collection and expected types of group behaviour.’

An operational plan has been written for the event and submitted to interested parties for their approval.

Areas of responsibility:

To provide and maintain a safe and secure environment for campers and other persons attending the festival.

To provide overt and covert mobile and foot security patrols around the campsites and car parks for the prevention of crime.

To monitor the site and identify crime ‘hot spots’, enhancing patrols to deter and detect offenders accordingly.

To provide an ‘eviction’ from site capability for those individuals who have breached the terms and conditions of entry via the eviction team.

To ensure the internal fire lanes remain clear.

To monitor for smoking in non-smoking areas.

To ensure that only authorised ticket and pass holders gain access to the campsites.

To ensure that only authorised ticket and pass holders are present in the car parks.

To monitor crowd movements, identify and deal promptly and effectively with any identified crowd control issues.

To maintain the integrity of the perimeter fence of the campsites.

To deal effectively and proportionately with any individuals using antisocial behaviour, thus disrupting the event.

To take necessary action to prevent and deter unauthorised fires within the campsites and car parks.

To respond to spontaneous incidents and communicate these with EC.

To provide a uniformed presence to deter and prevent crime.

To carry out crime prevention patrols.

To provide a presence whereby campers can report concerns/crime.

To monitor the campsite for any persons under 18 years of age.

To communicate effectively with EC.

The GSS Crowd Management Team will not have responsibility for:

Traffic management around the external of the site or parking on the surrounding public roads.

The main We Are FSTVL arena.

Any co-ordination or responsibility of lost property or lost children and vulnerable adults. Staff will, however, direct lost property to the appropriate handling station and escort lost children and vulnerable adults to the designated point.

Any Health and Safety issues regarding any other parties other than those who are employed by the company.

Actions taken by agents other than employees of Global Security Stewarding.

Provision of direct Medical Services (other than to assist the contracted event medical supplier personnel with all reasonable requests to establish a safe working environment for the treatment of casualties).

Specific Issues

Any issues that the GSS Managers see or anticipate as a result of site survey or security meeting, will be brought to the attention of the Client and the Safety Officer. Any methods adopted to combat the issue which are identified and agreed between the Safety Officer, the Client and GSS will appear in subsequent editions of this document.

Specific Tasks

Special duties or specific tasks required of GSS personnel which are to be conducted at the campsite may include but are not confined to:

Ejection or Response units, Search Teams, Security Radio Controllers, Crowd Spotters, CCTV operators.

All staff deployed to these areas will have had the appropriate training, experience and license to carry out their duties safely, effectively and lawfully.

Uniform and commencement of work procedures

All staff will be clearly identifiable in GSS company uniform. They will adhere to the company code of dress and conduct.

All GSS personnel working on site will be brought to an agreed location, signed in and uniform and ID badges checked. Their identification numbers will be logged against their names and will be held in secure files for future reference or audit purposes.

Staff Welfare

GSS are responsible for their staff's health and welfare whilst at the event. The company will provide, as required, some waterproofs in the event of inclement weather, sun screen protection if exposed to sun rays, bottled water if required, transport to and from the event and ear protection.

General

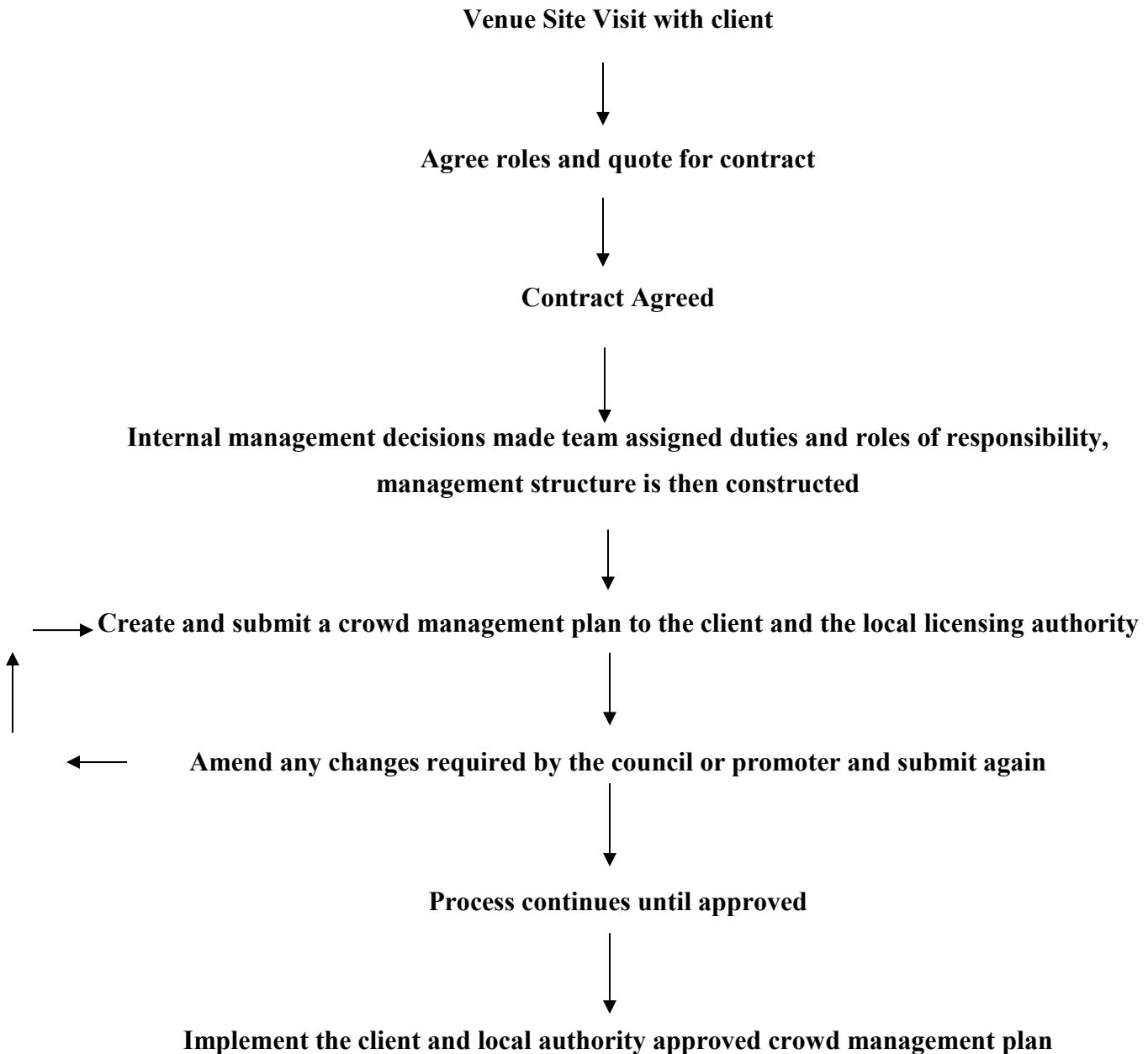
GSS recognises the Client's commitments to operating high quality events at a safe and secure site in accordance with the highest standards of customer service and agrees to use its best endeavours to assist the Client in securing that objective. GSS shall not wittingly do anything that may hinder or harm the Client's trade or reputation.

The Client will co-operate and work with GSS to assist them in the proper performance of their obligations hereunder and will comply with all the company's reasonable requests relating to the management and safety of the event.

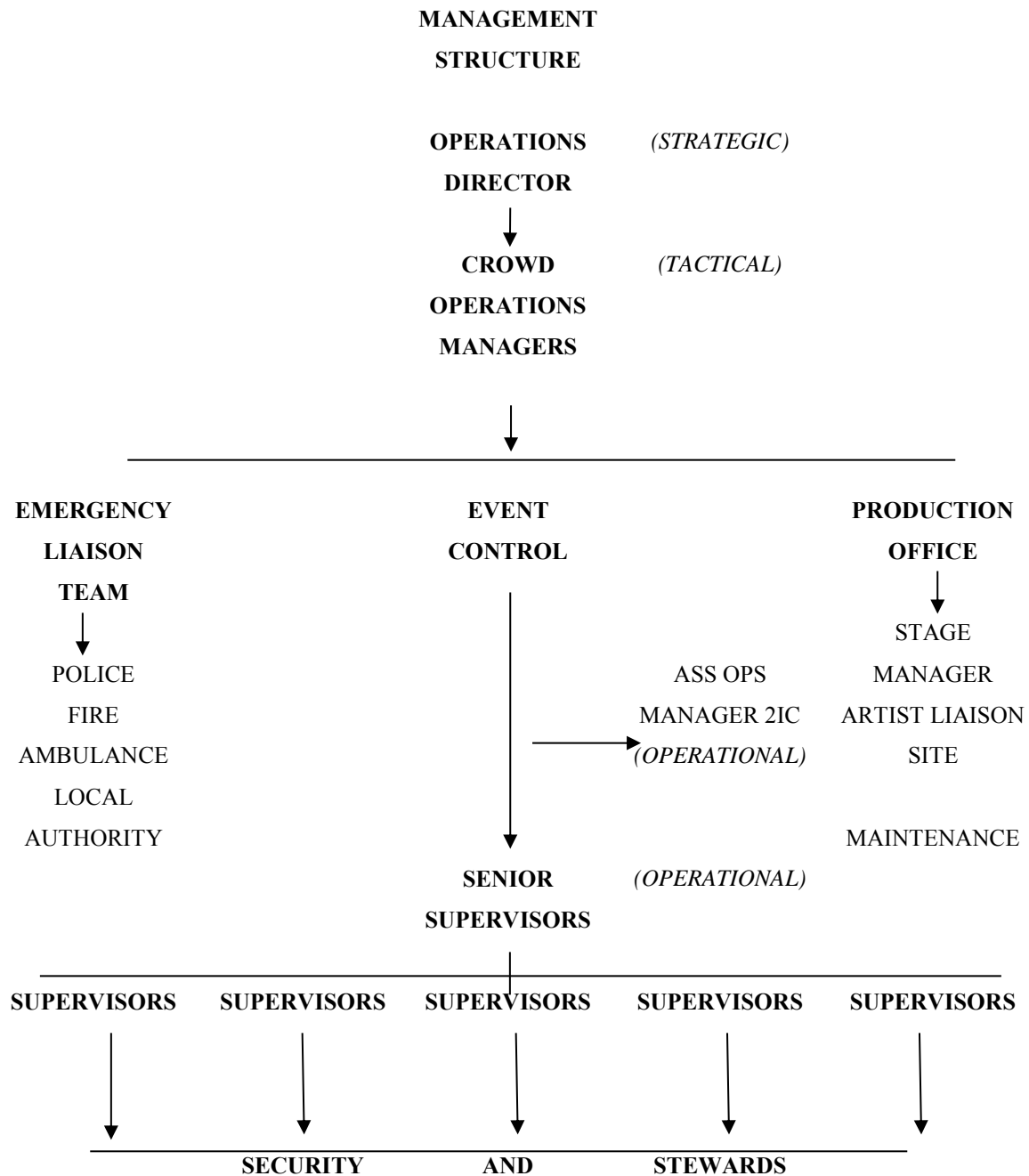
GSS will work in close harmony with Lime Green Events and will acknowledge their chain of command as well as linking in with other personnel to the benefit of all on event days. GSS stewards will follow instruction from the GSS chain of command, however, any areas of work that overlap or require liaison between agencies can be communicated through Event Control.

Management Planning Process

The Event Management Structure should be set out in the following process:



Management Structure (Command & Control)



Staff Training

Steward & SIA Training

All GSS staff undergo a training course which provides them, if successful, with a recognised qualification:

NVQ (Level 2) Event Steward - Spectator Safety.

Certain aspects of a steward's role require further training. This is addressed by the implementation of courses designed to improve both the standard of service given and health and safety awareness.

Examples of these extra courses:

- Emergency First Aid (appointed person) – 1 day
- BNU Introduction to working the front of stage barrier – 1 day
- Manual handling course – 1 day
- NCFE (level 2) Equality and Diversity – Distance Learning
- Talent Training Customer Service Skills – 1 day
- BIIAB SIA Door Supervisors Training – 4 days
- EDEXCEL SIA Close Protection Training – 4 days (short course for experienced staff)
- Skills SIA CCTV Training – 4 days
- X-ray machines & Search Procedure – 1 day
- Maybo – Physical Intervention Skills – 1 day
- NVQ (Level 3) Spectator Safety for Supervisors and Team Leaders.

Supervisors Training

In normal circumstances, once a Steward or Security staff member has completed a probationary period with the company, they can request the opportunity to upgrade to a Supervisor. The proposed Supervisor will then work under close supervision to assess suitability. The Company Director, Jim MacDonald, will then make a decision as to whether the applicant is successful to go on to become a Supervisor. If this is the case, the Supervisor will be offered a training programme at a time suitable to them to achieve the nationally recognised NVQ (Level 3) Supervisors qualification.

Operational Team Roles and Responsibilities

Manager

The Crowd / Security Manager will be responsible for strategic management in terms of the implementation of the Campsite Crowd Management Plan. This will be in consultation with the Event's Security Directors, The Event Safety Officer and the Production Manager. He will work with the organiser and oversee and implement all strategic and tactical security operations. He will be responsible for all staff, briefing, operations and monitoring of the security and crowd management of the event. Ultimately the GSS Crowd Manager will report directly to the Event Security Director.

Emergency Liaison Team officer (E.L.T.) – (GSS)

A GSS Manager will be present at all times required in the ELT. The ELT officer will liaise with the Production team and all other emergency services stakeholders. This is in addition to presence at the regular ELT meetings scheduled each day.

GSS Night Manager

The GSS Night Manager and will be responsible for the deployment of the team, monitoring of the site and logging and reporting of all relevant incidents. This Night Manager will ensure that all staff are briefed correctly. This is primarily done through the Supervisors' briefing.

Supervisors

The Supervisors will assist the operations team as directed and have specific operational requirements as per their area of responsibility.

SIA Licensed Security

These staff will carry out any security function that is identified as a ‘Licensable Activity’ under the Private Security Industry Act 2001, in and around the site to ensure the protection and security of people, assets and property. They are entitled to make the decisions on the suitability of persons to enter or remain in licensed areas. This may include Body & Bag Searching, Evictions or Ejections. Their functions focus around the maintenance of the four licensing objectives as set out by the Licensing Act 2003.

Safety Stewards

The Safety Stewards (SSs) deployed to We R FSTVL by GSS will seek to work together as closely as possible with the We R FSTVL volunteer stewards.

The stewards are an essential part of the event safety management team, acting as the eyes and ears of the event manager. At all times the stewards should be aware of and ensure the care, comfort and wellbeing of all categories of spectators. The SSs supplied by GSS will be deployed to various parts of the We R FSTVL site. All GSS CSSs have been trained to the standard set out by the Level 2 NVQ Award in Spectator Safety / Level 2 Award in Understanding Stewarding at Spectator Events

The stewards ensure that they are familiar with the layout of the site and the available facilities including First Aid, toilets and water in order to assist the public with relevant information. They will attend pre-event briefings, ensuring they are familiar with arrangements for evacuating the audience, including coded messages. The stewards will carry out pre and post event checks within their working area ensuring the site is clear prior to and post-event.

The SIA patrol teams’ primary roles are to:

- Engage with customers and gain their trust
- Identify and map areas of problem/challenging groups and report back to control
- Provide a high visibility presence
- Conduct the initial de-escalating response to minute by minute challenges in the campsite
- Call for assistance only once initial on the ground assessments of situations have been completed
- Assist the patrolling Stewarding teams in the reinstatement of fence lines and maintaining of fire lanes

- Assist in the distribution of the Crowd Alert material around the campsite

The Stewarding teams' primary roles are to:

- Engage with customers and gain their trust
- Continually monitor the fence lines for breaches and conduct low level maintenance and reinstatement on them.
- Distribute the Crowd Alert cards to all tents on a regular basis
- Operate the broken window policy and call in whenever there is a need of waste or maintenance teams to act on a problem.
- Provide a high visibility point of contact for those in need or that have questions

Risk Analysis Method

All company staff shall observe the Health and Safety Regulations currently in place at the site as made known to them by the Event Safety Officer.

GSS will complete a Risk Assessment for all staff under their control.

All Risk Assessments will fully comply with current advice and regulations.

GSS will make available all policies that may be required for this event.

Insurance

GSS Insurance documents are available on request. Copies will be sent to the client.

Lighting and Noise Levels

The event organisers will plan for, install and maintain sufficient levels of lighting in all areas populated by public, staff or safety equipment. These will include entrance gates, security checkpoints, ingress and egress routes, the campsite, emergency exits, entertainment or refreshment areas and any pedestrian walkway or stairway.

GSS's responsibility is to provide the correct PPE for all employees working for GSS in any environment. Staff will wear ear protection in specific areas, and Supervisors will monitor that staff comply with this and all other H+S legislation required on the stadium site.

Safety Proposals

- A grid site plan should be prepared by the organisers that detail the key areas within the campsite. This should include; entrances, emergency exits, first aid points, etc.
- An Event Control consisting of representatives from various agencies will be formed and positioned on site for the duration of the event. In the event of a major incident being

declared, the Event Control will co-ordinate services and direct the on-site security teams as required to deal with the incident.

- A workable pass system will be in operation. Pass sheets should be made available to security staff prior to the event.
- The organisers should provide correct pattern channel barriers to construct entrance lanes.
- The organisers should provide bins for the collection of any items that are refused entry into the site.

Pre-Door Checks

Prior to opening the campsite to the public, the Event Control will carry out pre-doors checks to ensure that the site is safe for the public. This can be delegated in most cases to Crowd Management Supervisors, Production Management, Fire Marshals etc.

- Confirm entry protocol
- Issue pass sheets
- Correct numbers of barriers in position
- Any obstructions / hazards cleared
- Temporary structures
- Issue ticket collection bags or ticket scanning equipment
- Radio checks
- Confirm departments have briefed their staff (emergency codes, venue rules, information which is event specific)
- Emergency announcement / check PA system
- Doors green as per opening policy.

Audience Demography

The EMP for the event identifies the audience demographic and this document seeks to understand and plan for the affect and demands that demographic will have on the crowd safety and security at the event.

Anticipated Challenges

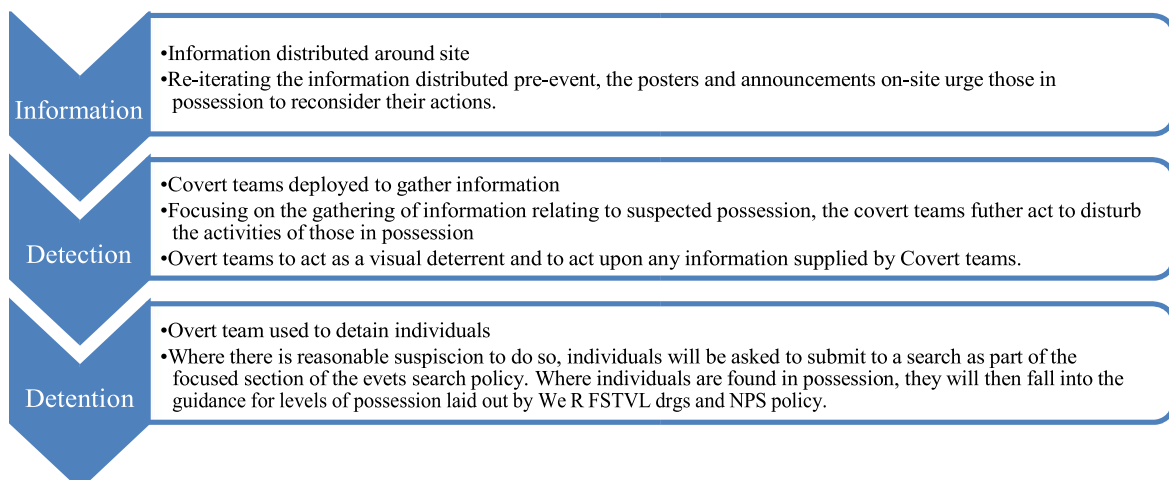
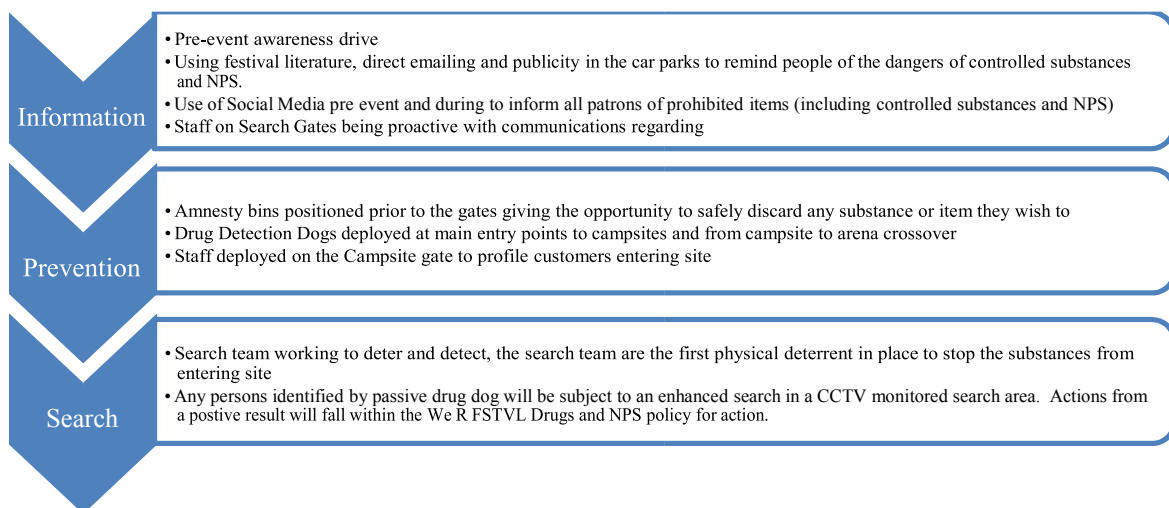
The list of anticipated challenges and tactics, is based on GSS's experience of managing security and crowd management projects within festival campsites across the UK.

- Challenge: Possession by customers of Flares, smoke grenades and flash bangs.
 - Pre-event communication to customers to heighten the awareness of the dangers associated.
 - Sufficient number of team members deployed to search team into the arena allowing time for special attention to be paid to locating of these devices.
 - A specific ingress and egress barrier system implemented from the start of the event to assist the search team in administering an effect search procedure.
 - GSS has witnessed an increase in the previous 24 months in the popularity of these devices around main stages and within tented structures. A spate of hobby style versions of these devices that are commercially available to those engaging in airsoft and paintball games were found in the campsites. Although designed to be safe within a sports environment, they are unsafe to be used within a campsite or densely populated area such as a crowd. Customer interaction pre-event is key to addressing the false perception of these devices as safe to use at a festival.
- Challenge: Theft from tents.
 - Notoriously challenging to combat, theft of customers' personal belongings from tents needs a multi-pronged approach. GSS proposes the use of several different tactics to disrupt and apprehend those intent on theft.
 - High visibility staffing in the campsites will act as a deterrent to those trying to steal items. GSS use the same model as police constabularies within inner city areas, high visibility teams regularly seen around specific locations do reduce incidents of crime. All team members deployed, other than those detailed to covert operations will be wearing a high visibility outer layer.
 - Deployment of covert teams: GSS's covert teams consist of SIA licensed Door Supervisors drawn from GSS's Specialist Unit will operate throughout the site but will be focused on combating thefts from tent and the detection and reporting of use/sales of controlled substances and NPS. These covert teams are multi skilled and will tackle all elements of crime both organised and opportunist on the

campsite. The teams' primary role is to gain intelligence and feedback to the GSS senior team, who will then implement uniformed tactics in response.

- **Decoy Tents (Honey Trap Tents) (At promoters request and authorisation only):**
Tents that have been pitched by the GSS team in the general camping areas will be specifically monitored by team members deployed close to the location. These tents will be pitched in close social groups (where available pitches will allow) in an attempt to simulate other social groups that do the same. Any person spotted entering these tents will be stopped and asked to account for doing so. Depending on the account of the individual/group, their answer/actions may be seen as reasonable suspicion that this person had been 'scanning' tents with a view to theft enabling the person to be ejected or spoken to by police.

- **Challenge: Possession/use of suspected illegal substances.**
 - In conjunction with the event's drugs policy; this illustrates the responsive tactics employed to deter and respond to the use of controlled substances on site.
 - This proactive and responsive process is illustrated in the chart below:



- Challenge: Crime and Anti-Social Behaviour.
 - In order for patrons to enjoy their festival experience GSS Security and We R FSTVL will look to implement the following strategies to reduce crime and anti-social behaviour across the campsite.
 - Deployment of covert teams: Whilst GSS's covert team's primary role will be to provide information on Drugs/NPS and tent thefts they will also be vigilant for pockets of anti-social behaviour and crime and will report in as needed to allow overt teams to respond.
 - Use of Observation Towers: The site layout allows for four high level observation towers which have an overall view of all areas of the campsite. This will allow GSS to monitor for any areas of disorder and instances of visible crime. This will be reported to the Control room for action by covert teams for monitoring or overt teams for resolution.
 - High visibility patrols: High visibility staffing in the campsites will act as a deterrent to those trying to commit crime or take part in anti-social behaviour. GSS use the same model as police constabularies within inner city areas, high visibility teams regularly seen around specific locations do reduce incidents of crime. All team members deployed, other than those detailed to covert operations will be wearing a high visibility outer layer.
 - We R FSTVL Buddy System/Crowd Alert: We R FSTVL are introducing a Buddy System to be able to promote customer safety and friendliness in the campsite areas. This will allow campsite neighbours to be mindful of each other and to be able to look out for each other, as well as giving them the opportunity to report any suspicious or anti-social behaviour to the GSS team (through either direct contact with overt staff, or through the Crowd Alert contact number) or to We R FSTVL campsite teams. A daily campsite newspaper will also be published which will also contain any messages regarding campsite safety and security.

- Challenge: Sexual Assault within campsite.
 - In conjunction with the Welfare Policy (Appendix U) and Campsite Support Service teams (Medics/Welfare/Volunteers) GSS will look to reduce the risk of sexual assault.
 - Deployment of Overt teams made up of both sexes: The presence of roaming overt teams in the campsite will be made up of a mixture of female and male staff that will allow for any males or females that allege sexual assault to be able to speak comfortably to a team member to make allegation. This will then be reported to control and medics/welfare/production/police informed via event control/campsite control and acted on accordingly.
 - We R FSTVL Buddy System/Crowd Alert: The We R FSTVL Buddy System will promote customer safety in the campsite, and will empower campers to be able to

report any behaviour that may be suspicious or illegal to security staff (through either face to face contact or through the Crowd Alert system).

- Patron Safety Checks: Members of the Security team will openly challenge any persons who are accompanying an inebriated or confused patron to ascertain who they are and where they are going. This will reduce the risk of sexual assault to those that are unable to make a conscious decision. Persons who are inebriated or in a state of confusion will be escorted to welfare for assessment and if need be spend the night with the welfare team until they are able to be discharged.
- Pre and during Event Communication regarding safety within campsite: We R FSTVL will have a large social media campaign informing patrons of how to be safe at festivals as well as informing them of Campsite Support Services (Security/ Medics/Welfare/Volunteers) who are there to help.

Ingress System & Entry Conditions

It is vital that each gate can safely process customers swiftly and effectively to maintain flow, reduce the chance of pressure at the gate but also ensure search procedures are conducted as planned. Therefore, the entry team need the capacity to process large numbers of attendees through the search procedure in a short period of time if the event experiences an en masse arrival of customers.

The target flow rate directly specified by We R FSTVL is two people per minute per lane on average. Mitigating factors for the time to search include the use of passive drug detection dogs, the use of social media to inform patrons of the entry conditions, and the allocation of amnesty bins (and direct signage regarding the use of amnesty bins) on the approach to the campsite. Taking the search rate of 2 customers per minute, per member of staff during initial ingress conditions, the calculations have been made below to show how the GSS team could manage an early arrival queue situation.

The search team for general camping is itemised as 20 members of staff across 10 linear search lanes, and they have search capacity of 2,400 people per hour, whilst VIP/Xclusiv camping is itemised at 6 members of staff and they have a search capacity of 720 persons per hour. Utilising Response Teams of 3 staff per team to assist, the entry gate team could safely process an extra 360 people per hour with the addition of each individual response team. This search capacity should be sufficient to relieve any pressure within the waiting crowd.

Ingress Conditions

Conditions of entry, which should be made known to the public in advance of the event may include:

- TBC by Lime Green Events

A 'Challenge 25' system will be in place. Staff will perform ID checks on all persons deemed to be under the age of 25. An identification scan is a condition of entry to the campsite.

GSS will have 'spotters' placed both within the queueing system and internally to look out for illegal activity, contraband and anyone deemed to be underage.

No pass outs should be allowed during the event for ticket holders, except for medical or emergency purposes.

Event organisers should provide correct pattern channel barriers to construct the appropriate number of entry lanes.

Amnesty bins will be provided by the festival organiser for the collection of items that are refused entry to the site, as stated in section 13.3 of ESMP. Wheelie bins should be made available for the entry lanes and skips may also be used on the approach to search lanes and /or outside the entrance points in "dead" areas if possible. Regular emptying of bins and skips, in addition to general cleaning around entrance gates should be undertaken during the course of event days to ensure good housekeeping practice, maintain clear, safe exit routes and a sterile environment for security purposes.

No vehicles should be allowed access or exit via a public entry route whilst pedestrians occupy the arena. Policy on vehicle curfew should be publicised widely across all contractors on site.

GSS staff on entrances will give a very clear, positive and customer friendly service. They will be solution driven and complaints will be dealt with at the time. Any negative messages sent to security control, should be given with an explanation.

It is essential that the queuing capacity at each entrance point be calculated; taking into consideration anticipated numbers at each gate and estimated arrival times.

Eviction Policy

Please see overarching Security Management Plan.

Crowd Movement

The key time period for risk to crowd safety from migration is in the run up to a performance by a popular artist and at the end of the entertainment each night when the crowd attempt to leave the arena. This anticipated large scale migration should however be planned for as this action forms part of the emergency procedures for a localised evacuation.

Mobile teams will be deployed to the cross-over points that lead from the arena and instructed to assist the GSS team at that location in maintaining a continual, unheeded flow of crowd. During large migrations such as this, all relevant gates will be turned into single direction gates (where reasonably practicable) until the crowd flow has reduced to a level where two-way foot traffic can be reinstated.

For reference the event timings are shown below:

TBC

Egress

Those having arrived by public transport, by private transport or on foot will most likely return by the same method.

Campsite egresses are usually drawn out and give the customers the opportunity to leave at their own pace. A deadline time to leave will be circulated amongst the campsite customers early on the Monday morning to enable them sufficient warning to pack up.

Each and every tent will be checked by GSS team members to ensure that the site is clear before the team standing down.

As the sweep line move forward through the site towards the exit gates each area will be confirmed sterile in turn. This line will move through the site until the point that the exit can be shut to allow the sweep to confirm the premises is clear of customers.

Appropriate site lighting will be positioned along all egress routes en route to the main gate. For specific details of the egress, a separate egress plan is include with the event safety management documents.

Any found property will be taken by the Supervisors to the lost property office and the Supervisors will make mention of it in their reports.

A de-brief will take place where any incidents or constructive feedback can be given to the Head of Security who can then pass this information onto the Promoter and Safety Officer.

Each Supervisor will complete an incident report which will be handed into the GSS representative (usually Operations Manager) on site, and if required, copies can be made and given to the Promoter and Safety officer during the event.

After the sweep is complete, the Head of Security will give the command to stand staff down from the day shift as night shift will have taken over in specific areas at this point. Security Control will notify the Safety Officer in Event Control that the sweep is complete and the site is secured.

Emergency Procedures

To follow.

Terrorism

To follow.

We Are FSTVL 2018 Statement of Intent By Stuart Security

Company Background

Stuart Event Security Ltd (SES) was formed in 1988 and have build an impressive track record for creating safe, secure events with quality service. SES have successfully delivered a range of safety and security services for a large number of clients across the country. We work in partnership with a range of event organisers, promoters, blue light agencies, local authorities and partner security companies to create safe secure events with quality service.

We have Public Liability and Indemnity Insurance to £10 Million. We undertake comprehensive training and development programmes with all our managers and staff and in-depth event specific briefing before all deployments.

We have a vastly experienced and qualified management structure and over 1000 fully trained and uniformed personnel available for a wide range of operations and events. With our comprehensive operations structure, SES is able to manage large complex events and deal with the individual problems that they may present. This enables organisers, partners and other relevant bodies to concentrate on their own tasks safe in the knowledge that their event is being security managed professionally & safely.

SES are responsible for the strategic management and implementation of the safety and security plans as agreed with 2018 We Are FSTVL management. This will be undertaken in consultation with and in agreement by the client / event organiser. SES will work in partnership with the Production Manager, the Security Manager, Health and Safety Manager, Police, partner agencies and partner security companies as required to ensure a safe event for all.

A copy of the 2017 Stuart Event Security Operational Policies and Procedures Manual will be attached to this Statement of Intent.

A Methodology Statement for the 2018 We Are FSTVL event is attached below.

We Are Festival 2018

Stuart Security

Methodology Statement

Stuart Event Security Ltd	Director - Kay Thomas
Event	We Are FSTVL
Type of Event / Overview	Music Festival - Onsite Camping
Dates / Times	Friday 25 - Monday 28 May 2017
Venue location and Description	<p>Damyns Hall Aerodrome Aveley Rd, Upminster RM14 2TN</p> <p>See maps and EMP for description</p>
Audience Demographic	<p>Music Festival</p> <p>Mixed audience Anticipated to be 50% male 50% female Age range anticipated to be mainly 18 - 30</p>
Anticipated Numbers	<p>39,999 30,000 day tickets 7,000 camping 2,999 staff/performers (up to)</p>
Conflict Threat Level	Med
Security Threat Level	<p>Security Threats - Medium</p> <p>UK Threat Level - Severe (recently reduced from critical)</p> <p>No specific intel. Jim Goddard to liaise with police liaison throughout event for regular updates and information sharing etc</p>
Maps	See Event Management Plans and Operational Procedures documents

Websites	http://www.wearefstvl.com/info/
General Brief	<p>SES will provide security provisions for this event to include:</p> <ol style="list-style-type: none"> 1 Main Entrance 2 Queue Management 3 Main Entrance search and enhanced Search 4 Security and Crowd Management of the Arena 5 Stages/Backstage/Response Teams 6 Observation towers within the arena 7 Egress and Dispersal of Day visitors in the Transport Hub 8 Transport Hub Arrivals (Bus drop offs only) 9 VIP 10 Emergency Exits within the Arena 11 ELT representative <p>Full security plans and maps will be produced for full tasking and security information.</p> <p>An Operational Procedures document will be produced to include a 'dot plan' for the positioning of stewards and SIA at key times.</p> <p>General tasking for the site includes:</p> <ul style="list-style-type: none"> • Prevention of crime and disorder • Public safety - including crowd safety management • Prevention of public nuisance • Protection of children / vulnerable persons from harm / Safeguarding • Security and Counter Terrorism Awareness • Public Reassurance • Information / assistance as required
Event Specific Tasks / Requirements	As per tasking
SES On-Site Management Requirements	<p>Command suite - Managers, Administrator, Communications</p> <p>Operational - Managers and Area / Zone Supervisors</p>
SES On-Site Resource Requirements	As per SES resource sheet

SES Off-Site Resource Requirements	As per SES resource sheet to include queue management for ingress and management of customers on egress towards transport hubs
Control Room / ELT Facilities	Full ELT with all emergency services located. SES representative in ELT Jim Goddard to act as Police / Stuart Security Liaison
Planning Requirements / Logistics	Vehicles for TX as required Bikes as required Communication vehicles Command unit Equipment vehicle High viz jackets and clothing Wet weather equipment Lighting Camping / accommodation facilities for staff as needed Food arrangements to be confirmed
Event Specific Training Requirements	CT briefing usually provided by police before event however Jim Goddard to provide event specific CT briefing for all staff at initial briefing Jim Goddard to provide all staff with additional SES security before search lines
SES Event Management Briefing Requirements	Briefings TBC
Safety Advisory Group Meetings?	None
Deployment Plan	To be attached in due course

Other Security Companies on site / roles	<p>Partner security companies will provide security services for other zones including:</p> <p>Global Security and Stewarding Campsite Security operation and crime prevention</p> <p>Guardforce All licensed Bars onsite</p> <p>Security Nation Externals Security Positions and mobile patrols offsite Transport Hub security (with exception of Shuttle bus area where a response team will assist Stuart Security)</p> <p>ICDS Build/Break security Event overnight security Provision of all dogs and dog handlers (Drug detection, General Purpose and Explosive) Production Security Accreditation Searches</p> <p>Design Training CCTV Operators - Public Space Surveillance within the ELT.</p>
Build Up / Break down requirements	N/A
Event Management Plan	To be attached in due course
Communications	<p>SES radio communications - multi channel</p> <p>Event Management / ELT radio</p> <p>Liaison with police</p> <p>Mobile phones</p>
Police on Site? / Contact details	Jim Goddard to liaise
Event Organisers' Management Structure	See PDF document from We Are FSTVAL 2018

Crowd Safety Plan	As per Event Management Plan and Operational Procedures documents / maps.
Emergency Plan	See Event Management Plan.
Evacuation Plan	Event Management Plan
Event Organisers' Health and Safety Policy Policies	See Event Management Plan
Staff Welfare	Camping on site for staff TBC Catering facilities TBC Welfare facilities on site
Uniform Policy	SES black polo shirts, high viz, fleece and waterproofs to be provided as required. All staff to bring own black trousers and suitable footwear
Induction to the event	Briefing before event opens
Discipline	As per SES policies
Medical Procedures	On site medical team
Lost Child Procedures	See Event Management Plan. See also SES Safeguarding policy
Drugs Policy	See Event Management Plan See also SES Safeguarding policy
Alcohol Policy	See Event Management Plan See also SES Safeguarding policy
Entry Conditions	See Event Management Plan See also SES Search Policy
General Conditions	
Arrests	Liaise with police on site
Evictions	See Event Management Plan See also SES Search Policy See also SES Safeguarding Policy

Search	As per Tasking above See Operational Procedures Document See also Event Management Plan see also SES Search Policy
Seizures	See SES Search Policy See Event Management Plan
Incident Forms	
Risk Assessment / PPE	See below risk assessment for the event based on current information. A full review will be conducted on site by Jim Goddard See Event Management Plan for Event Organisers risk assessment See SES Health and Safety Policy for generic health and safety risk assessments.
PPE Vehicle	
Special Requirements	None
Notes	None

Risk Assessment Matrix

	Very unlikely	Unlikely	Possible	Likely	Very likely
NEGLIGIBLE	1. Low	2. Low	3. Low	4. Low	5. Low
SLIGHT	2. Low	4. Low	6. Medium	8 Medium	10. High
MODERATE	3. Low	6. Medium	9. Medium	12. High	15. High
SEVERE	4. Low	8. Medium	12. High	16. High	20. High
VERY SEVERE	5. Low	10. High	15 High	20. High	25. High

Stuart Event Security Ltd
Generic Event Risk Assessment
(Full Risk Assessment to be Agreed with Event Organiser)

HAZARD	GENERAL SES ACTION	EVENT GRADING RECORD ACTION IF MEDIUM / HIGH
Violence. People who deal directly with the public may face aggressive or violent behaviour. They may be sworn at, threatened or even attacked.	Prioritise personal safety, request specialist support units which are trained and available to deal with disorder, be aware of codes for emergency assistance. Enlist Police assistance (if required) at earliest opportunity.	8 SIA Response Trained Staff & Response Teams available as required. Briefings to staff before deployment. Effective management structure. Liaison with Police / effective communication links
H.I.V/Hepatitis infection. When dealing with the public it is important you deal with everybody in the same manner as there is always a risk that they may be infected with H.I.V/Hepatitis,	Where there is a risk of body fluid contact, your welfare must always be a priority. To ensure this you must wear protective gloves. They will be available from control rooms and support vehicles. If you need to resuscitate always use a resuscitator, never use mouths to mouth contact.	4
Noise. Prolonged or sudden exposure to loud noise levels (such as pyrotechnics) has a high risk of permanent deafness or other auditory problems such as tinnitus. The risk to others is minimal, as they tend not to be in the safety areas during the event. The risk to the public is low as long as the safety guidelines are adhered to.	Ear defenders are made available to all personnel that come into close proximity of stages, firework areas etc. Personnel will be rotated where a long duration of exposure to noise is experienced.	4
Fire. A large risk at events, due to the large gathering of people. Always make yourself familiar with the location of fire extinguishers around the site and the emergency exits and emergency vehicle access.	Make sure gangways and fire exits are kept clear, make sure there is no great build-up of combustibles. Should the large marquee need evacuating we would take the public out of emergency gate 5 and 6 into the evacuation area 1. We would manage this with the use of staff and loud hailer. Small fires would be dealt with at the incident with the use of staff, barriers to cordon off and relevant extinguishers.	4

<p>Suspicious Packages/Bomb Threats. During the course of an event you may come across a package that arouses yours or somebody's suspicion, or we may get a warning of a bomb somewhere on site.</p>	<p>Cease radio and mobile telephone use within 100 metres. Request Supervisor to attend location by word of mouth and secure area. Emergency services will be informed straight away. Should the site need a full evacuation we would meet with the Silver coordinator on site to make this decision. We would then use security and all other designated staff available who have been issued Hi Viz tabards to sweep the public towards emergency gates 2 and 3 into evacuation area 2 and gates 5 and 6 will be swept into evacuation area 1, we could also reverse gate 1 to sweep public into evacuation area 1. Staff will be deployed to Edith Street to assist with the emergency vehicle access and staff will be on emergency gate 4 production entrance to ensure no pedestrians exit this gate. Once the site is deemed safe we would manage the public back onto the site with the use of staff and loud hailer. Should the site be deemed unsafe and we can't let the public back onto it, we would be informing them of the situation and manage the crowd accordingly with as much information as possible.</p>	<p>8</p> <p>Current UK threat level now Severe having been reduced from Critical.</p> <p>Heightened awareness for all crowded events in the UK</p> <p>Event specific Security and Counter Terrorism awareness input by Jim Goddard at start of event to all staff</p> <p>All areas to be searched and cleared by staff before gates open and regular area checks throughout event</p> <p>Liaison with Police throughout the event</p> <p>Considerations for increasing security as required / intel changes</p>
<p>Crowd Behaviour. Crowd management can present particular problems for security personnel. There are many factors that can affect the mood of a crowd such as the opposing team scoring a goal or the artist not turning up. Other problems will be overcrowding of a particular area.</p>	<p>Monitor the area that is likely to cause concern. If it appears to build up to quickly prioritises your own safety, call immediately for back up, and never try to work the crowd alone. Always be polite but firm. Use safety equipment i.e. loudhailers, mills barriers to move crowds and prevent further access.</p>	<p>8</p> <p>Changes to crowd management plan for post event due to works at Finsbury Park Station. See Crowd Management Plan / Operations Document for specific details of changes to plan</p> <p>Heightened risks of crowd anxieties due to current terrorism threats. See above for action</p>
<p>Security Control Compromised. Such as an electrical fire in or just outside the control room.</p>	<p>The whole event could end up compromised should the event control break down, we would endeavour to evacuate the control room and work to put out the fire, during this time the relevant parties working in the control room would make their way to the nearest safe cabin/ marquee and work from hand held radios and mobile phones until such time it is deemed safe.</p>	<p>4</p>
<p>Environmental Risks. Such as Heat Exhaustion, Sun Stroke, Dehydration, Cold, Water Hazards. The risk should be nil if common sense and the precautions are in place.</p>	<p>Water is always available on site as are sun blocks and after sun, hats are available from the control room if required. Cold weather clothing is also available from the control room.</p>	<p>4</p>

<p>Dealing With Vehicles. Risk of injury due to collision when dealing with vehicles at V.C.P's. Vehicles towing trailers are identified as particular hazard due to additional width and approach arc of articulated unit.</p>	<p>Vehicle Checkpoints to be clearly identifiable as stop points. Personnel to wear Hi-Visibility tabards when manning V.C.P's. To wait until vehicle has stopped before approaching. V.C.P's to be lit in poor visibility conditions. Torches to be used during hours of darkness.</p>	<p>8</p> <p>Due to current terrorism threats there is a consideration that a vehicle bourn attack could be considered for high density areas.</p> <p>Vehicle mitigation options to be reviewed on site.</p> <p>Liaison with Police by Jim Goddard on site to review vehicle access and contingency plans.</p> <p>See SES Operational Policies on Security and Counter Terrorism for detailed information</p>
<p>Use of Vehicles. We use vehicles of the 4x4 variety to respond to incidents. It is important to understand when driving a vehicle amongst large crowds of people the risk involved.</p>	<p>Only authorised personnel to drive vehicles. Training given. Vehicles will be equipped with beacons and sirens, which must be used whenever the vehicle enters the site.</p> <p>N B Sirens not to be used on public highways.</p>	<p>4</p>



STATEMENT OF INTENT

We ARE FSTVL 2018

PREPARED BY DEAN PORTER – MANAGING DIRECTOR
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STATEMENT OF INTENT
Inquest Canine Detection & Security Limited

Inquest Canine Detection & Security Limited is a Security Industry Authority (SIA) approved contractor, holding the Approved Contractor Status (ACS) for the provisions of Door Supervision, Close Protection, Security Guarding & Key Holding.

We are fully insured to carry out all our services, which include manned guarding services and all spectrums of canine services (drug & explosive detection and general purpose security dogs). Our employees liability is £10,000,000 and our public & products liability is at £5,000,000. I have attached the COC.

Our business was incorporated in June 2011, registration No: 7662557. To date we have provided our canine services to many of the country's biggest music festivals (Leeds & Reading Festivals, V Festivals, Creamfields, Wireless, Lovebox etc) and some high profile events (BBC Proms, MTV Awards, Champions League Final).

This will also be our 4th year of providing our canine services to We Are FSTVL.

Our roles & responsibilities for WRFSTVL 2018 will be:

Build/Break security

Event overnight security

Provision of all dogs and dog handlers (Drug detection/General Purpose and Explosive)

Production Security

Accreditation Searches

X and Y gate security positions

We will carry out all these roles by only using fully screened & vetted security staff who are SIA licensed in either Door Supervision or Close Protection. All our detection dogs will be fully accredited by either the NTIPDU or NASDU, all our drug detection dog handlers being qualified to a minimum level 3, explosive detection dog handlers will be qualified to a minimum level 4 with general purpose security dog handlers being qualified to a level 2 standard. We hold CT records for all our dogs and handlers, and these will be made available for inspection by the authorities.

The primary role of our SIA licensed security staff and general purpose security dogs will endeavor to ensure the safety, security and integrity of the site, the persons working within or attending the site, the equipment and structures contained within the site. Our supervisory/management team will ensure all our staff comply with their instructions to the best of their ability.

The primary role of explosive detection dogs will be to reduce the possibility of a major incident which could lead to full or partial evacuation of the site, fatalities, serious injuries or major disruption to the festival which could be caused by a suspect package or vehicle being left unattended and not accounted for which could contain an explosive or life threatening device. The primary objective is public safety. We can only endeavor to achieve this by using fully trained and accredited explosive detection dogs and handlers suitably qualified and trained to work such a dog.

STATEMENT OF INTENT
Inquest Canine Detection & Security Limited

Our drug detection dogs will achieve their objectives of ensuring public safety and reducing the amount of illicit substances that would be present in the festival without the use of such dogs by passively scanning all persons legally entering the event, which includes paying customers, staff, concessions and visitors.

Amnesty bins can be placed at the front of the search lanes to encourage persons in possession of illicit substances to dispose of them safely, without fear of arrest, prior to entering an event.

We use red wheelie bin type which are lockable, with a slot aperture and deflector plate, which will be chained and padlocked at the front of the queuing lanes with signage asking persons to use these bins to discharge any illicit substances prior to entering the search area where the Drug Detection Dogs will be based. A 2nd amnesty bin is usually placed outside the search tents.

Our protocol is usually this:

Indication by dog, which leads to a brief investigation by the handler (or their helper). Our handlers will use this speech – **“My dog SUGGESTS that you MAY be in possession of something that is either illegal or a prohibited item, if you are, you need to tell me now what it is and where it is and I will allow you to amnesty it prior to going for a search (on confirmation a ball is delivered to the dog – reward) if you tell me you are not and an illicit or prohibited item is found during a search you will not be allowed entry”**.

This usually encourages persons to admit to what they are carrying and they are then escorted to the 2nd amnesty bin to discharge it before going into the search tent for a search. If anything further is found that person is then usually denied entry to the event. A safe is also placed in each search tent for any finds by the search teams.

The amnesty bin at the end of the queuing lanes is used as the first point of surrender. The general entry search is the 2nd point of surrender, the dog scanning search being the 3rd point of surrender. If a person does not amnesty their substance at this point, or prior to this point in our opinion they should be denied entry if anything is found on them at the search tent. If nothing is found at the search tent and we have reasonable suspicion to suspect they are carrying an illicit substance we then have the option to put a 2nd dog over them. If that 2nd dog indicates (which there is no reason why it wouldn't) then that person could be either denied entry to the event, or handed to the Police (if onsite) for a more thorough search. The same should apply if the dog suggests the substance is plugged.

‘Reasonable suspicion as opposed to mere suspicion must be founded on fact. There must be some concrete basis for the officers suspicion that can be considered and evaluated by an objective third person’. An indication by a trained and accredited drugs dog being worked by a trained and accredited handler should pass this test every time.

STATEMENT OF INTENT
Inquest Canine Detection & Security Limited

Our objectives are to reduced the number of illicit substances from entering your event and to assist you in ensuring that the licensing objectives are upheld— (a) preventing crime and disorder, (b) securing public safety, (c) preventing public nuisance, (d) protecting and improving public health, and (e) protecting children from harm. The detection dog is not infallible and serves only to provide intelligence to the handler, police and search team.

Post event and on a daily basis, any substances placed in either the amnesty bins or drug safe will be handed over to the licensee for safe custody and disposal. Myself, or my handlers, will NOT take possession of any illicit or controlled substance.

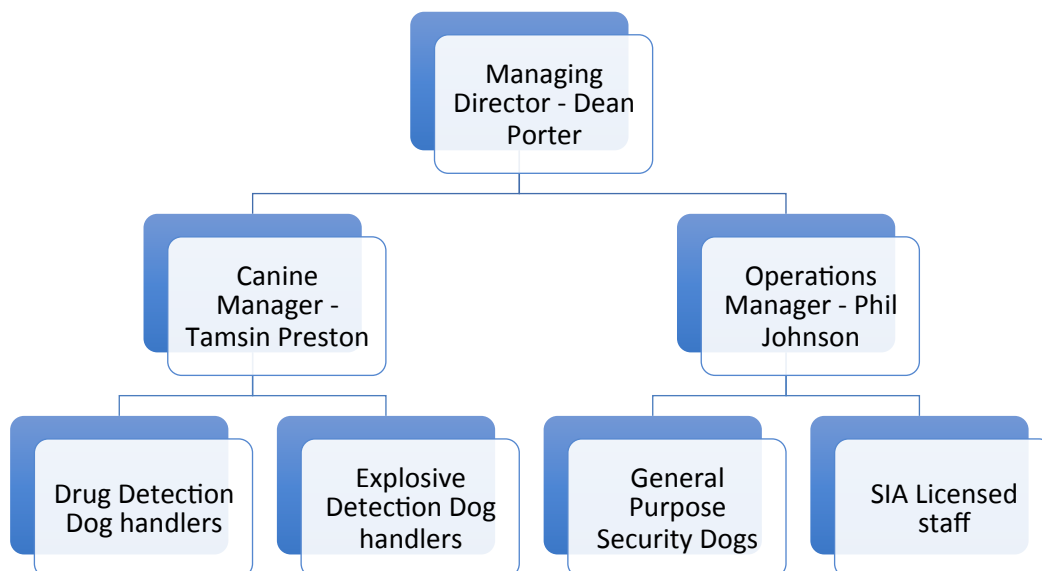
RAMS for our involvement will be forward to Mr Steve Allen, security coordinator, ahead of the event.

ICDS will not be responsible for the operations of the bars, campsite, main entrance, egress, dispersal, arena or stages.

Managing Director, Dean Porter will take overall responsibility for ICDS staff and dog handlers at WRFSTVL 2018. He will be the direct liaison with Steve Allen prior to, and during, the event.

Tamsin Preston will take control of the K9 operational order and welfare of all ICDS dogs on site. Tamsin can be contacted on 07701 372443 and canines@icdsevents.co.uk.

Phil Johnson taking control of the SIA staff operational order and deployment schedule. Phil can be contacted on 07701 372072 and phil@icdsevents.co.uk.



STATEMENT OF INTENT
Inquest Canine Detection & Security Limited

Signed

Dean Porter
Managing Director Inquest Canine Detection & Security Limited

Dean Porter

6th December 2017



To: Steve Allan

Date: 8th December 2017

SUBJECT TO CONTRACT

Dear Sirs,

Proposed Agreement: Letter of Intent

Further to our recent discussions and the information we have exchanged, the purpose of this letter is to acknowledge that we are entering into this letter of intent which, Security Nation Ltd agree to enter into an agreement with Lime Green Events.

The letter of intent is set to outline that: Security Nation have agreed to provide a Security Service role where we will provide security to: We are Festival 2018 to be held: Upminster Greater London during the periods of 25th / 26th / 27th May 2018

We are Festival is promoted and organised by Lime Green Events Ltd who will be applying for a license to host 39,999 persons daily with 7,000 camping and 30,000 day visitors. 2018 will be there 6th annual succession of We Are Festivals.

Security Nation have an agreement subject to change to provide for the following criteria:

- Perimeter positions
- External gates
- Evictions tent
- External Response

This letter of intent is being entered into to confirm our understanding of the principle terms and requirements, and our mutual willingness to proceed in mutual good faith to work towards the definitive agreements consistent with these terms.

A full Security operating schedule once agreed will follow.

Yours Faithfully

Marcel Cullers for and behalf of Security Nation Ltd

**GUARDFORCE SECURITY LTD**

Protection with Intelligence

Statement of Intent We Are Fstvl 2017 Bars Security Operation

Guardforce Security Limited is a Limited company registered in England and Wales. Registration number 4604163.

The company provides a committed independent service that employs a professional structured approach in delivering effective, positive results. We offer a timely service that is supported by an intelligence led method to provide the professionalism and high standards of delivery our clients expect. Our internal processes, preoperational plans and consequent activity will offer value for money and provide the necessary protection and deterrent to afford our clients the confidence and satisfaction they seek.

Guardforce Security Limited holds SIA Approved contractor status for the provision of Security Guarding, Door Supervision and Close Protection Services, Guardforce also holds BSI accreditation for ISO9001:20013

Guardforce Security Limited are insured by Aviva for Commercial Combined Insurance Policy Number 100533882CCI, Combined Liability & Professional Indemnity is Tokio Marine Kline Policy Number UK0047841601PL.

Guardforce Security Limited will be supplying SIA Licenced Door Supervisor personnel to Live We Are Fstvl for the We Are Fstvl from 26th May till 27th May Inclusive 2018.

The areas Guardforce will be covering are as follows:

All licenced Bars on site of various sizes numbers TBC

Dedicated Response teams to bars security operation

Plain clothes spotters on arena bars TBC

Queue management for all arena bars

Radio Controller for ELT



Guardforce will be supplying a management team to oversee the bars and revenue operation, we will also be running a plain clothes operation around, internal theft, Counterfeit Tokens, and organised crime relating to theft of revenue from bars.

- Incident occurs at or within the bar area – GF Response to attend and evaluate
- GF Response to record on Chest Cams
- If incident is Internal Theft/Counterfeit/or Organised Crime GF Manager to attend
- Person or Persons needing to be ejected – GF Response to take to Ejection Team/Centre on site
- GF response to hand over to ejection team/centre and must give the time and date, tabard number and name and SIA number of staff member requesting the ejection and the reason for this.
- GF Supervisor or Response Team member to complete incident report form and obtain from ejection team/centre an incident number.
 - A copy of GF incident response to be copied and handed in to ejection team/ processing centre and the original to be handed in to GF office on site

Each bar with a Disney style queuing system will be manned at the entry and exit point to control the flow of people through it. If a bars queuing system becomes a problem whereby it spills outside of the barrier system and into the event areas then a response team will be deployed to assist in controlling the crowd and advising to use other bars nearby which are empty or have less people in the queue system. We will be operating a Challenge 25 system at We Are Fstvl where all persons that look under the age of 25 will be asked for identification in way of Valid Passport, Drivers Licence or any valid ID card that We Are Fstvl see fit to accept. We have been operating this system for the past 10 years and have confiscated hundreds of fake ID's any person caught using fake ID is warned about possible ejection from the event and if caught a second time are ejected by GFS response via the ejection centre.

All of our staff will sign in on a daily basis with our admin team and will be in possession of their valid SIA licences all documents are checked by our admin team before deployment. Our staff will be issued with a numbered high viz vest corresponding to the role that they will be undertaking on the day. The vests are numbered back and front so as to be identified by cameras from a distance.

Warren Jones

Warren Jones

Director

APPENDIX D. MEDICAL MANAGEMENT PLAN



WE ARE FSTVL

Medical Support Plan 2018 (V1 – December 2017)

This information is confidential, and may not be circulated or reproduced in whole or in part without the consent of Events Medical Services Ltd.

Events Medical Services Ltd
PO Box 4741, Coventry, CV6 9EW
0844 586 6009

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INTRODUCTION

Events Medical Services Ltd (EMS) have been appointed as the medical providers for the 2018 running of We Are FSTVL, building on the success of previous years.

This document details how we propose to provide this medical support; in preparing our recommendations we have used outline site information provided by the event safety team and our extensive experience of other similar events.

INTENTION

Our aim is to:

- Ensure the timely availability of medical assistance to all parts of the site, including the car parks and related areas, in case of emergency.
- Provide a high quality primary and emergency care facility on site, to enable definitive medical treatment to be provided where possible.
- Ensure timely and appropriate referral and transport of patients requiring medical treatment that cannot be provided on site.
- Minimise the impact of the event on the local health economy.
- Ensure a prompt and co-ordinated medical response in case of a major incident, in conjunction with the statutory ambulance authority.
- Comply with or exceed the recommendations of the relevant sections of the Event Safety Guide (2014 edition).

MEDICAL CENTRE

This facility will be operational 24hrs a day from 1000hrs on Friday 25th until 1400hrs on Monday 28th; it will be located in a tented structure at the arena campsite entrance, with secure vehicle access. The medical centre will be staffed by a team of medical staff with wide-ranging event and clinical experience.

It will provide the following facilities:

- A reception and triage facility, to ensure that all patients are assessed on arrival, and seen in order of medical priority. Triage will be performed using the Glasgow Crowd Triage System.
- A fully equipped resuscitation area for the reception and stabilisation of seriously ill or injured patients.
- An area equipped for the assessment and treatment of patients with less serious conditions, to include facilities for walking and stretcher patients.
- An observation/holding area for patients requiring a period of observation or more prolonged care prior to discharge.
- A facility for medical staff on site to dispense prescription medications. As with the NHS, a charge will be made to cover the cost of drugs supplied.
- Provision for secure storage (in a refrigerator if necessary) of prescription medications belonging to festivalgoers.
- Appropriate counselling and provision of emergency contraceptive services.
- Facility for suturing wounds, minor surgical procedures and application of plaster casts to uncomplicated suspected fractures.

STAGES

Previous experience of similar events, and risk assessment of the artists playing on these stages, does not indicate the need for a permanent medical facility at these locations.

Staff will be available to respond immediately to any incident reported at these locations; where dynamic risk assessment indicates the need for a medical presence for a particular artist or audience activity, a response team and/or ambulance vehicle will be deployed to meet this need.

AMBULANCES

At least 2 paramedic-crewed vehicles will be available during event opening hours. This vehicles will be deployed at the discretion of the medical manager. A third 4x4 ambulance vehicle will be available to provide additional resilience on-site in the event that one of the site vehicles is required to transfer a patient to hospital.

A 4-wheel drive Rapid Response Unit equipped with a range of emergency equipment will be on site to deploy further staff and equipment to an incident where needed. In addition, a stretcher-carrying golf buggy will be available to facilitate response and casualty extraction within the campsite area.

No ambulance will enter the arena (or any designated pedestrian-only route) except in case of life-threatening illness, and then only with the specific agreement of the event safety team. To minimise the risk associated with vehicle movements in crowded areas, **all** ambulance movements must be authorised by the medical manager. Where at all possible, ambulances will be dispatched to a convenient access point and patients will be evacuated to there.

LIAISON WITH OTHER SERVICES

We recognise that London Ambulance Service NHS Trust (LAS) may wish to deploy a liaison officer to the site for some or all of this event; we would welcome any such visit.

We will liase with the receiving hospital prior to the event to ensure that they are aware of our presence and capabilities on site. We will maintain liaison with the receiving hospital during the event to ensure appropriate distribution of casualties requiring hospital care.

We will maintain close liaison with the site welfare services, to ensure that we complement each other's provision, and work in partnership to effectively meet the needs of each individual client.

CONTROL AND COMMUNICATION

All medical resources on site will be controlled by the medical controller based in the multi-agency event control room (ECR) who will maintain communications with the following:

- All medical resources on site
- LAS ambulance control
- Receiving hospitals
- Security and stewarding services
- Event management staff

All medical resources on site will operate on a secure radio net provided by the promoter, using equipment on dedicated frequencies). All EMS ambulances will be

equipped with cellular phones to facilitate communication when away from the immediate event site.

All requests for medical assistance on site will be dealt with by this control facility; we will reach agreement with LAS regarding the response to “999” calls which may be made from site, e.g. by mobile phone users. We would anticipate that these would be passed via the ECR to be investigated by the site medical resources in the first instance, to reduce vehicle movements in an already congested area.

The medical controller will keep a log of all communications relating to the medical operation, together with the actions taken. EMS will retain these logs in secure storage with the other event records in case of enquiry.

OFFSITE INCIDENTS

Responsibility for ambulance response to incidents occurring outside the event perimeter, including the surrounding roads, remains the responsibility of LAS.

The nature of the event means that it is likely that site medical resources may become aware of such incidents directly, and before LAS control are aware. Equally, traffic conditions and local geography may mean that an LAS response is significantly delayed. Where operationally possible, we will respond to any such incidents that we are made aware of; in the case of incidents notified directly to the ECR, the EMS duty controller will ensure that LAS control have been notified of the incident and our initial response to it.

In principle, no non-event patients will be brought onto the event site for further treatment, nor will event resources be used to transfer them to an offsite hospital for further treatment. In the event that further medical attention is required, LAS control will be contacted and asked to provide a suitable transport resource.

Where delay in waiting for LAS resources will place a patient at risk of death or significant deterioration then a decision will be made by the EMS medical manager as to the best course of action. This may include deployment of further site medical resources (doctor/specialist skills) transfer to the on-site medical centre for further stabilisation, or release of a site ambulance for immediate transfer to hospital.

HOSPITALS

The listed receiving hospital for this event is QUEENS HOSPITAL, Romford, RM7 0AG.

Where appropriate, patients requiring hospital care will be referred directly to the admitting medical team; we will liaise with the receiving hospital and LAS to ensure appropriate distribution of patients and availability of specialist beds (e.g. intensive care).

All patients who may require referral to hospital will in the first instance be transported to a Medical Centre; this is to allow appropriate stabilisation and referral of patients to definitive care, and best utilisation of transport resources. In case of life-threatening illness, patients may be evacuated directly to hospital with the agreement of the medical manager.

Subject to the needs of the on-site service, we will provide a shuttle service on request from the hospital to return patients to site once their treatment is complete; patients conveyed to hospital will be provided with the contact details to access this service.

In the event of a patient requiring aeromedical evacuation (potentially for major trauma), a designated helicopter landing site will be identified. Helicopter support will only be available on specific request from the senior doctor on duty through LAS ambulance control.

DOCUMENTATION

All patient contacts will be recorded on standard EMS patient report forms. Patients transferred to hospital, or requiring follow-up from their family doctor, will be provided with a copy of their treatment record.

These records are confidential when completed; a summary will be provided to the promoter at the end of the event. We will immediately notify the event safety team's nominated representative of any incident that appears to be reportable under RIDDOR and related legislation, to allow appropriate investigation and remedial action to be taken if necessary.

Patient records will be retained by EMS and stored securely for at least 7 years (longer in the case of treatment provided to a minor).

All manual records will be entered retrospectively onto the EMS computerised PAS system to allow for complete and comprehensive reporting, and subsequent analysis and use for future event planning.

We will operate our usual alerting system to identify any pattern or recurrent theme amongst patients attending the medical facilities to allow real-time attention to any developing safety issues on site.

STAFF

Medical staffing levels proposed for this event are based on our experience at other similar events, and reflect the expected workload and case mix. They comply with or exceed the requirements of the Event Safety Guide. Full details are contained at Appendix B

All medical staff are required to provide evidence of their qualifications and ongoing professional development.

Doctors are required to have full GMC registration, ALS/ATLS certification, and have all had recent emergency medicine experience. At least one doctor with advanced airway competencies will be available on site at all times.

Nurses come from a range of acute specialties (predominantly A&E); all have full NMC registration and current ILS certification. Many have additional skills such as suturing, nurse prescribing and ENP qualifications.

Paramedics all hold state registration; several also hold ECP qualifications and are empowered to work to their full scope of practice.

First aiders come from a range of backgrounds and experiences; acceptable basic qualifications include FAW, Red Cross Standard First Aid, IHCD First Person on Scene, military CMT qualifications, student paramedics etc.

All staff are required to sign a “Declaration of Offences” form and are subject to enhanced-level clearance through the Disclosure & Barring Service.

All staff will wear appropriate uniform clothing that readily identifies them as medical staff, including appropriate high-visibility clothing as operationally required. The promoter will specify what site passes/wristbands will be necessary, and will supply these to EMS for distribution; in addition all EMS staff will carry photo ID.

STAFF FACILITIES

All staff meals will be provided by the event organisers at the designated crew catering facility. Hot and cold drinks will be available at all work areas to ensure that staff remain well hydrated.

Eating and drinking will not be permitted in clinical areas; managers will ensure that all staff are allocated (and take!) breaks away from their working area, to ensure that we comply with the spirit of the European Working Time Directive. Particular attention will be paid to drivers’ hours of duty in line with the company H&S policy.

In line with the EMS Smoking Policy, smoking will not be permitted whilst on duty and in public areas; a designated smoking area will be identified.

Staff will be very welcome to camp on site; the event organiser will provide access to a secured crew camping area with access to toilet and shower facilities; EMS will make provision for issue and laundry of uniform items as required.

PRESS AND MEDIA ENQUIRIES

We will provide general information regarding the number of patients seen and the number conveyed to hospital on request. No further information regarding individual cases will be made available. Any requests for other information will be dealt with by the EMS Duty Manager.

CLINICAL WASTE

All staff will be aware of and comply with the EMS Operational Policy regarding clinical waste. This will be identified and segregated at source, and stored securely on site in the designated containers provided for this purpose.

Clinical waste disposal will be the responsibility of EMS; we will make suitable arrangements with our licensed waste contractor for its removal from site. Copies of waste transfer notes will be available on request.

HEALTH AND SAFETY

The health, safety and welfare of the staff deployed to this event is of prime concern to us; all staff (regardless of parent agency) are required to comply with the EMS Health and Safety policy. The EMS duty manager will have responsibility for Health & Safety matters on-site for the duration of this event.

Any member of staff suffering an injury or occupational illness must report this to the medical manager, who will ensure that the statutory Accident Book is completed as appropriate.

ARRANGEMENTS IN CASE OF MAJOR INCIDENT

In the event of a major incident occurring, LAS becomes responsible for the medical arrangements, and the EMS Duty Manager will hand over control to their Ambulance Incident Officer. Until this formal hand over of command, all resources on site will be managed by the medical manager.

- All first aid, ambulance and medical staff will work under the direction of LAS officers to provide emergency medical treatment to the injured.
- The senior doctor on site will assume the role of Medical Incident Advisor unless/until relieved by the doctor nominated by LAS.
- No personnel or resources will attend the incident unless directed by the medical manager.
- At the conclusion of the incident, medical control will be returned to the EMS Duty Manager (assuming that the event as a whole can continue)

All staff will be briefed on their action in case of major incident at the briefing held at the start of each shift.

A supply of emergency equipment for the initial management of a major incident, including triage labels, additional emergency blankets and equipment for survivor self-help, will be held at the main medical centre.

Dr Matt Robbins
Medical Director, Events Medical Services
December 2017

Appendix A

Events Medical Services Ltd Mission Statement and Objectives

Events Medical Services aims to provide high-quality medical support in a flexible and imaginative way to meet the needs of both event organisers and participants.

To this end we will:

- Ensure that medical treatment is immediately available, and is provided to the highest possible standard, in line with current available guidelines for best practice.
- Ensure that our staff are appropriately qualified and receive ongoing development relevant to their individual needs and the specialist requirements of the service
- Monitor and audit our activity to ensure that we are providing the best possible service, and develop new guidelines and protocols where necessary.
- Respond positively to any complaints or criticisms of our service, and use these to improve the service we offer at future events.
- Respect the confidentiality and autonomy of our patients, and act in the best interests of our patients at all times.
- Ensure that our service is readily accessible to all individuals and groups attending events at which we work, and that no patient is disadvantaged due to race, gender, religion, disability or sexual preference.
- Actively seek to develop close working relationships with all statutory and voluntary organisations involved with the provision of an integrated medical and welfare service, including the receiving hospital trusts.
- Where possible deliver a complete package of medical treatment to an individual patient, to minimise the impact of an event on the local health service infrastructure. Where ongoing care is required, we will communicate effectively with other healthcare providers to ensure a seamless continuum of care.
- Operate in a way that minimises the risks to the Health, Safety and Welfare of our staff and others who may be affected by their actions and activities.

We Are Festival 2018
Appendix B
Medical Staffing/Deployment

Campsite Active Hours (1200-0100 Fri, 0100-0300 Sun, 0100-0300 Mon, 0800-1400 Mon)

	<i>Doctors</i>	<i>Nurses</i>	<i>Para/IHCDT</i>	<i>FA/EMT</i>	<i>Admin</i>	<i>Manager</i>
<i>Medical Centre</i>		2		4		
<i>Ambulance crew</i>			4			
<i>Command & Control</i>					1	<i>Silver</i>
TOTAL		2	4	4	1	1

“Quiet” Hours (0300 – 1000 Sat/Sun, 0200-0800 Mon)

	<i>Doctors</i>	<i>Nurses</i>	<i>Para/IHCDT</i>	<i>FA/EMT</i>	<i>Admin</i>	<i>Manager</i>
<i>Medical Centre</i>		1		3		
<i>Ambulance crew</i>			2 (+ on call crew)			
<i>Command & Control</i>					1	
TOTAL		1	2	3	1	ON CALL

Arena Open Hours (1000-0100 Sat/Sun)

	<i>Doctors</i>	<i>Nurses</i>	<i>Para/IHCDT</i>	<i>FA/EMT</i>	<i>Admin</i>	<i>Manager</i>
<i>Medical Centre</i>	2	3		8	1	
<i>Ambulance crew</i>			6			
<i>Mobile response</i>			2	8		
<i>Command & Control</i>					1	<i>Silver</i>
TOTAL	2	3	8	16	2	1
<i>PG Suggested (Score 35)</i>	1	2	8	12		

Appendix C
We Are FSTVL 2018
Medical Provision Risk Assessment Tool
(Ref. The Event Safety Guide 1999)

A)	Nature of Event	Music Festival	3
B)	Venue	Includes overnight camping	5
C)	Standing/seated	Standing	3
D)	Audience Profile	Predominantly young adults	3
E)	Past history	Low casualty rate previously	-1
F)	Expected numbers	<40 000	24
G)	Expected Queuing	Less than 4 hours	1
H)	Time of year (Outdoor events only)	Spring	1
I)	Distance to nearest suitable A&E	Less than 30mins by road	0
J)	Profile of definitive care	Choice of A&E departments	1
K)	Additional Hazards	None as defined	0
L)	Additional on-site facilities	Suturing	-2
		GP/Psychiatric facilities	-2
		Plastering	-2

TOTAL SCORE FOR EVENT: 33

Purple Guide Suggested Provision:

Ambulance	2
First Aider	12
Ambulance Personnel	8
Doctor	1
Nurse	2
Ambulance Manager	1
Support Unit	0

We Are FSTVL 2018
Appendix D
Facilities / Resources Required

The promoter will provide:

- All required tentage for medical centres and first aid posts, complete with solid flooring, lighting and power supply as specified
- Suitable tables and chairs, numbers to be notified
- All medical centre signage, suitably lit at night
- A secure staff camping area
- Main meals for staff at crew catering facility
- Dedicated regularly serviced toilet facilities for all clinical areas, type and number to be agreed
- Telephone landline facilities for control room, and radio equipment necessary to operate on the general event radio net
- All necessary portable radio communications equipment for use by EMS staff
- Stretcher carrying golf buggy as specified
- Site plans, maps and security passes/wristbands for staff as necessary

Events Medical Services will provide:

- Appropriately trained and experienced uniformed staff as specified
- Appropriately equipped ambulance and emergency response vehicles as specified
- All necessary medical equipment and furniture, drugs, medical gases and consumables to provide the service as detailed
- All necessary IT equipment (hardware and software) to operate the medical control facility, and the patient administration system
- All necessary heating, cooling and hand washing facilities for medical centres
- All necessary linen and bedding
- All necessary transport to get medical equipment to/from site, including vehicle hire as necessary
- All fuel and other necessities for vehicles used by the medical team
- Attendance at pre/post event meetings as necessary

APPENDIX E. TRAFFIC MANAGEMENT PLAN

APPENDIX F. ALCOHOL MANAGEMENT PLAN



Alcohol Management Plan

at

**We Are FSTVL
Damyns Hall Aerodrome
Upminster
UK**

2018

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Scope

This Operations Plan addresses the public bar operations that will be managed and overseen by Freemans Event Partners at We Are FSTVL, Damyns Airfield, Upminster in 2018.

This Plan will be updated following each meeting between FREEMANS EVENT PARTNERS and We Are FSTVL and its version number changed incrementally to ensure document control.

Bars Managed

All bars for the event will be managed by Freemans Event Partners under the direction of Jamie Coleman (Operations Manager) & Marc Wheeldon (Client Director) and their management team.

The Bars are referred to by number for ease, this numbering corresponds to the numbers on site plan.

All bars will sell all products and they can only be purchased with We Are FSTVL bar tokens. There will be no cash taken on any bars on site, only allowing for tokens and credit card as payment.

Each bar will be clearly labelled at the front and back entrance with an A3 laminated sign stating the bar number.

Site Plan Number	Area	Friday Trading Hrs	Saturday Trading Hrs	Sunday Trading Hrs
Bar 1.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 2.	Main arena	12:00 – 2:00	11:00 – 00:00	11:00 – 00:00
Bar 3.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 4.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 5.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 6.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 7.	Main Arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 8.	VIP	N/A	11:00 – 00:00	11:00 – 00:00
Bar 9.	VIP (XLUSIV)	N/A	11:00 – 00:00	11:00 – 00:00
Bar 10.	VIP	N/A	11:00 – 00:00	11:00 – 00:00
Bar 11.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 12.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 13.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 14.	Main arena	N/A	11:00 – 00:00	11:00 – 00:00
Bar 15.	Campsite	12:00 – 2:00	11:00 – 2:00	11:00 – 1:00

Specific action to protect children from harm

FREEMANS EVENT PARTNERS and We Are FSTVL are committed to ensuring that alcohol is not sold to anyone under 18. The event is for over 18's only, who will be asked to show identification before gaining entry to the event. FREEMANS EVENT PARTNERS will not be held responsible for any persons under the age of 18 gaining entry to the premises, however FREEMANS EVENT PARTNERS bar staff will also be checking the ID of any customer whom they feel does not look over 25 (as per the Challenge 25 company policy, see Appendix 1)

The We Are FSTVL customers will be advised of the Challenge 25 policy through the website and other social media, stating that identification will be requested consistently at all bars. This publicity both serves to ensure that fans bring identification with them to the event and clearly signals to minors that attempts to purchase alcohol will not be successful.

Challenge 25 posters will be clearly displayed at all serving points, along with posters stating that it is an offence to attempt to purchase alcohol if you are under 18 or on behalf of an under 18.

*The **ONLY** accepted proof of age documents are:*

- 1) Passport (Not a photocopy)*
- 2) EU Photocard Driving Licence*
- 3) Proof Of Age Card – bearing a PASS hologram*

All bars will have SIA registered stewards managing entrance to queuing lanes and they will also ID customers as per the Challenge 25 policy.

Bar staff on the front line will also be required to check the ID of any customer who appears to be under 25 and will be reminded of this obligation at their daily briefing.

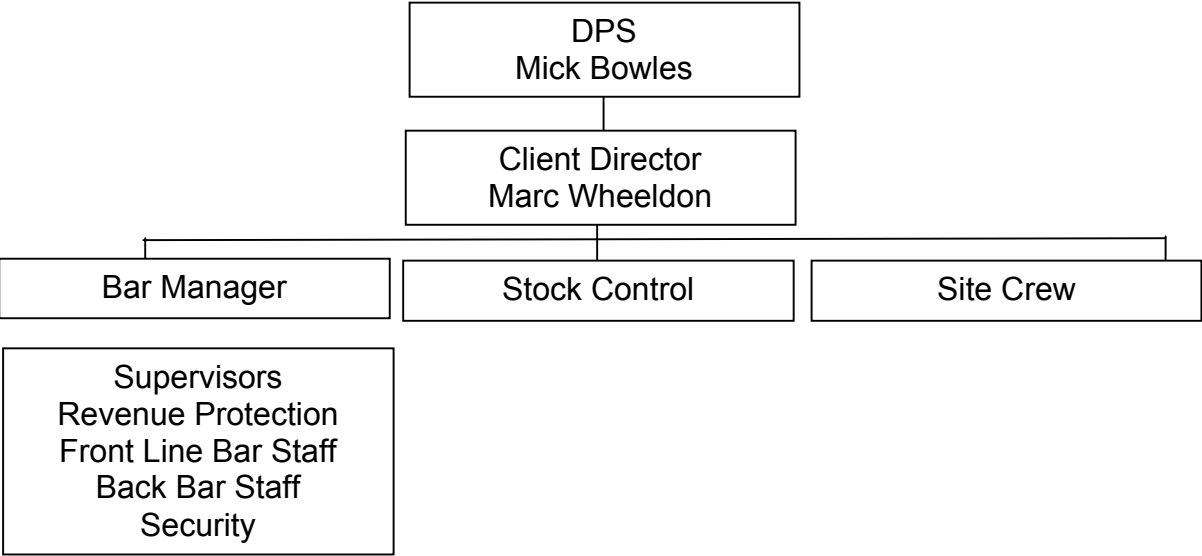
All FREEMANS EVENT PARTNERS bar staff will have participated in a training session, either at FREEMANS EVENT PARTNERS HQ or onsite. Training will be delivered by a member of FREEMANS EVENT PARTNERS staff, and cover Challenge 25, conflict management and serving intoxicated customers. They will have all signed to confirm they have received training and understand their legal obligations under the Licensing Act 2003 and then be issued with a wristband for ease of identification.

A log will be kept on each bar detailing any customers who are refused service or entry to the queuing lanes as satisfactory ID has been requested but not been presented.

A log will also be kept of the amount of challenges that have been made where approved ID has been presented and the sale concluded.

All challenge/refusal information will be reported back to event organisers and will be available for inspection by local authorities if required.

Bar Operations



Appendix 2 contains the job descriptions for all management level roles, however some are explained further below.

Bar Management

Each bar will have a dedicated Bar Manager and team who are conversant with the requirements and responsibilities for the sale of alcohol.

They will directly instruct, monitor and support their staff in ensuring the requirements of the Licensing Act 2003 are adhered to at all times.

We will ensure that all Bar Managers are personal license holders. A copy of each licence will be held by the bars office, a copy provided to the DPS as requested and a copy in the Bars Manager Pack.

Bar Managers are responsible for briefing all their staff before each trading day, as per Appendix 3.

Staff

Freemans Event Partners aim to recruit the majority of our own staff with the assistance from a contracted agency that will support with experienced bar staff. All staff undergo a telephone screening followed by an induction day managed on site by dedicated staffing managers. We recruit mainly those with previous bar experience but use others as runners and cellar staff.

We never employ any person under 18 years of age to work for us in any capacity.

All bar staff are briefed by the Bar Manager & Staffing Officer before their shift commences. They will have completed the staff declaration (Appendix 4), a copy of which, will be held by the staffing team, on site, throughout the event.

Control of Illegal Sales

We Are FSTVL will inform all event traders and instruct the event security that all trader vehicles will be searched before entering a site to prevent large quantities of alcohol being brought onto site for illegal sale.

Any amount deemed to be above that acceptable or reasonable for personal consumption may be confiscated. This system is employed by us at all festival sites and proves successful in helping control illegal alcohol sales.

We will monitor all areas of the site for illegal sales of any alcohol or any unacceptable products offered for sale.

We will work closely with the site security, police and trading standards to ensure the best systems of prevention, detection and apprehension are maintained.

We will take immediate steps to stop any breach of the licensing act in respect of alcohol sales when they become known to us and will inform the DPS and event organisers, immediately of any such breach.

Equipment

All equipment owned by the company is maintained in a safe condition and maintenance records are kept in accordance with the Provision and Use of Work Equipment Regulation 1992. The use of all equipment has been the subject of risk assessment in accordance with the management of Health and Safety at Work Regulations 1999. All employees have been trained in the use of the equipment, as applicable, and have been assessed as being competent in its operation.

Staff Welfare

To ensure the wellbeing of our staff, facilities will be provided at every bar to enable staff to take breaks, have water or a hot beverage and a meal will be provided during each 8 hour shift.

At each major bar there will be suitable and sufficient numbers of toilets and hand washing facilities available.

Drink and Drugs Policy

The Company encourages those employees who drink alcohol outside of working hours to do so in sensible quantities. The abuse of drugs of any form will not be condoned.

Employees are expected to convey a professional image at all times and to refrain from drinking alcohol during the working day, including break times.

Managers should take responsibility for the welfare of their staff and must undertake to provide a trusting, confidential and supportive relationship.

Disciplinary action will be taken against any employee who uses, stores or supplies illicit drugs at the event. The Company may also refer the matter to the police who could bring criminal proceedings against an employee in these circumstances.

Right to Search

In the interests of security, staff may be asked by an authorised person (i.e. Manager or Senior Manager) to volunteer for a search, undertaken by a trained SIA security officer of their outer clothing, locker, bag, vehicle etc.

The employee can request that personal searches be carried out in private and that they may have an employee of the same sex in attendance.

By carrying out a search, there is no implied accusation nor is there necessarily suspicion of dishonesty.

First Aid

All event bars have first aid kits and all staff will be advised of the location of the first aid posts on site. Bar managers will be fully aware of how to contact the onsite medical team, for either a staff or public response.

Fire and Emergencies

In the event of an emergency the bar is to be evacuated via the nearest emergency exit. The nominated person is to raise the alarm in accordance with the site arrangements. Bar managers will be aware of call signs and protocol as per the Event management Plan.

All bars are fitted with fire extinguishers; employees are only to operate the extinguisher if they consider that it is safe to do so and have been trained. In the event of a fire the preservation of life takes priority.

Bar managers will ensure that any used packaging materials and other refuse, is not stored adjacent to any tented structure but are stored away from the tents ready for collection by waste management

Hazardous Substances

All hazardous substances (cleaning chemicals etc) have been identified and material Safety Data Sheets obtained. Assessments for their use have been undertaken and employees have been made aware of the health risks associated with their use and the control measures necessary in accordance with the Control of Substances Hazardous to Health Regulations 1999 (COSHH).

Personal protective clothing will be provided where appropriate and staff will receive training in its use.

Noise

Staff will be issued with ear plugs in order to protect them from prolonged exposure to noise. They will be instructed to wear them at all times when on duty. Staff will be encouraged to take breaks away from noisy areas.

Protecting the Public

Members of the public are forbidden access behind the event bars at all times.

Access will be prevented by the use of heras fencing and SIA guarding to ensure only the correctly accredited staff are given access.

In the event that a member of the public is creating a nuisance or offering verbal or physical assault the security staff are to be contacted for assistance.

Accident Reporting

The FREEMANS EVENT PARTNERS accident procedure will be followed at all times. The occurrence will also be reported to the site health and safety manager at the time.

Incident report forms can be found on each bar in the legal/reporting folder.

Waste Control

The event management's arrangements for the disposal of waste and refuse will be adhered to at all times. On no account will refuse or waste to be left on site unless stored appropriately in the correct location.

Site Sign Off

Before FREEMANS EVENT PARTNERS leave site once an event has finished a member of We Are FSTVL staff or site team must be available to inspect all FREEMANS EVENT PARTNERS areas & equipment for a final sign off with a member of FREEMANS EVENT PARTNERS Management. FREEMANS EVENT PARTNERS shall not be liable for any issues not recorded in this sign off.

Appendix 1: Challenge 25



CHALLENGE 25 COMPANY POLICY & PROCEDURE

The FREEMANS EVENT PARTNERS Group operate a 'Challenge 25' age verification policy. This means that if a person looks under the age of 25 years of age they must prove they are over 18 years old, by presenting an acceptable form of photo identification bearing their photograph, date of birth, and a holographic/ultraviolet mark. The Challenge 25 FREEMANS EVENT PARTNERS Group Company Policy and Procedure has been put in place to not only protect the business but also the employees, sub-contractors and anyone else affiliated with the company including the venue/customer.

The following procedure must be complied with at every event FREEMANS EVENT PARTNERS selling alcohol:

- FREEMANS EVENT PARTNERS Group will have a list of all operators on site including Personal Licence holders details on each bar prior to the event. Any changes to staff must be reported to FREEMANS EVENT PARTNERS Group Management
- Test purchasing will occur randomly at We Are FSTVL and feedback will be presented.
- A training representative will provide staff training before the event, utilising the Challenge 25 presentation along with practical examples – supplied by Mark Worthington.
- All bars will display at least 3 x Challenge 25 posters clearly visible to customers
- A4 Challenge 25 posters will also be displayed at till points
- Training Events will be held prior to the event at the FREEMANS EVENT PARTNERS Group head office and onsite where by any staff working on FREEMANS EVENT PARTNERS Bars, and or subcontractor bars **MUST** attend - training will include; Challenge 25, Conflict Management and dealing with drunk customers.
- This training must be documented (syllabus, who delivered it, when and where), auditable and signed for by the recipient and be available for examination at reasonable request by police or authorised officer.
- Each staff member, following training/onsite refresher training and signing of the register, will receive a "Challenge Trained" wristband to indicate that they have completed the training. This will be issued by the staffing team. Each bar will also have a register of all staff, signed, to confirm they have received training.
- Every bar on site **MUST** be given a Challenge 25 Policy folder which clearly identifies the issues and provides the following:
 1. **Points of Contact**
 2. **Challenge 25 Briefing**
 3. **Examples of acceptable forms of ID**
 4. **Refusal of Service & Conflict Management**
 5. **Handling fake/ false ID**
 6. **An example of the date of birth relevant to customer being 18**
 7. **A refusal register (All staff must fill in details of customers that have been refused service)**
 8. **Challenge 25 Training Log**
 9. **SIA Security Personnel Log**
 10. **Incident form – this form should be used to document any issues relevant to any of the licensing objectives that may have happened during the day. Or for accidents & injury**
 11. **Fake ID documents – for logging the surrender of suspected fake ID, receipts & sealable**

envelopes

The policy folder, including all documents relating to staff training, refusals, incident forms etc. must be handed into FREEMANS EVENT PARTNERS Group Management at the end of each day. This is the responsibility of the Personal Licence Holder and Bar Manager.

Should an incident occur the steps outlined below must be adhered to at all times

- Contact the appropriate FREEMANS EVENT PARTNERS Group Manager for the venue
- Fill in the **Incident Report Form** within your Challenge 25 Policy pack
- Obtain a statement from the member of staff involved in the incident
- Obtain a statement from the Bar Manager from the site involved in the incident
- Where possible obtain a statement from the customer/staff member

TESTING & SPOT CHECKS

Please be reminded that testing on Challenge 25, dealing with drunk customers and conflict management will occur at events randomly. Staff may be asked individually and Bar Managers may be asked to show proof of training/ briefing documents.

**IF AT ANY POINT YOU UNSURE OF ANY OF THE ABOVE STEPS PLEASE CONTACT A FREEMANS
EVENT PARTNERS GROUP MANAGER WHO WILL GO THROUGH ANY ISSUES YOU MAY HAVE
CONTACT DETAILS**

Marc Wheeldon
FREEMANS EVENT PARTNERS CLIENT DIRECTOR
Marc.Wheeldon@freemanseventpartners.co.uk
0796 931 4556

Jamie Coleman
OPERATIONS MANAGER
Jamie.Coleman@freemanseventpartners.co.uk
07966 762 148

Mark Worthington
Licensing Consultant
Mark@worthingtonsls.co.uk
07810 297 770

Appendix 2: Job Descriptions

Job Description Senior Management

Responsible To: DPS

Responsible For Design and executing agreed Bar Operations Plans and ensuring that the Licensing Objectives are adhered to

- Prevention of crime disorder
- Public Safety
- Prevention of public nuisance
- Protection of children from harm

Main Duties

- Organise and manage all staff on site with the staffing team
- Conduct risk assessments, ensuring safety of all employees and public
- Ensure plans are effectively carried out
- Operate the Challenge 25 scheme and ensure staff are trained accordingly

Job Description Bar Manager

Responsible To: Senior Manager

Responsible For Bar Operations ensuring that the Licensing Objectives are adhered to

- Prevention of crime disorder
- Public Safety
- Prevention of public nuisance
- Protection of children from harm

Main Duties

- Manage individuals bars
- Allocation of staff to Bars
- Ensure operational, cash and stock plans are adhered to carried out
- Operate the Challenge 25 scheme and ensure staff are trained accordingly
- Be a personal license holder

Job Description Supervisors

Responsible To: Bar Manager

Responsible For Operating a bar or managing the EPOS till, ensuring that the Licensing Objectives are adhered to

- Prevention of crime disorder
- Public Safety
- Prevention of public nuisance
- Protection of children from harm

Main Duties

- Supervisor staff on bars assisting Bar Manager
- Ensure operational and stock plans are adhered to
- Operate the Challenge 25 policy and ensure staff are trained accordingly
- Ensure that all areas are run efficiently and sales are maximized

Job Description Site Crew

Responsible To: Senior Managers

Responsible For: Site Crew, tools and equipment

Main Duties:

- Ensure prompt completion of tasks given by Senior Managers
- Ensure the safe working environment for team members
- Make sure that only licensed or trained people drive forks or other vehicles
- Ensure the safe keeping of tills and equipment
- Be responsible for recovery of materials and equipment to designated storage

Appendix 3: Staff Briefing Notes

Staff Briefing Notes

Please cover all of the below points in the staff briefing before you open for service.

Introduce your staffing officer who can cover welfare, breaks, hours and timesheets.

	PLEASE TICK
WELCOME	
Thank you for coming, hope you enjoy your day.	
Introduce yourself, key members of staff and security.	
HEALTH & SAFETY	
Safety is everyone's responsibility, but I am here to help.	
Identify Fire exits / Fire Safety / Muster Point	
What to do in case of accident or injury + incident report forms	
Manual Handling – very important for those doing lifting & carrying	
Personal Protective Equipment (PPE) - very important for those doing lifting & carrying.	
CHALLENGE 25	
All staff should be aware of importance and completed training & wearing wristband.	
Fancy dress and makeup can alter appearance - check ID photo and be certain.	
If any doubt or queries, ask for assistance from manager or security.	
All refusals to be noted in log book.	
All staff to keep count of how many ID checks they do each day – note on timesheet.	
Advise of date to check for on ID – highlight posters on display.	
WELFARE	
Food & Breaks – when breaks are, when food is served, what you are allowed to drink.	
Where the staffing area is – seating / toilets	
Please ensure to wash your hands and use hand sanitizer	
Any issues, please speak to the manager of staffing officer	
Make sure you sign in and out!	
DRINKS SERVICE	
Introduce the drinks menu; how to serve and ask them to become familiar with prices	
Till training will be provided by the cash team shortly.	
Let the staff know where the nearest public water point is.	
Encourage quick, efficient and friendly service!	
SEARCHES & ETIQUETTE	
Please ensure you have handed in and declared all valuables and money.	
You may be searched during your shift this is as much for your protection and as ours.	
This applies to all staff, including managers.	
No drinking alcohol or giving away free drinks.	
Failure to comply with company policies may result in termination of your working agreement; all policies are available in the staff handbook.	

EVENT	
DATE	



STAFF DECLARATION

I agree and sign to confirm understanding of the following:

- I will attend and fully complete the Challenge 25 training in accordance with company policy, which includes:
 - Challenge 25 initiative
 - Conflict Management
 - Dealing with those who are intoxicated

A record of this training will be kept in the Challenge 25 document on the bar. I understand that if I fail to comply I will be unable to work.

- I am aware of the accepted forms of ID and key points to spot counterfeits.
- I have been briefed upon the location of the first aid and fire equipment, and told which individuals to notify about injuries. I have been informed that it is my responsibility to record any injuries.
- I have received the Bar Staff Handbook. I have read, understood and shall abide by the:
 - Uniform guidelines.
 - Alcohol and Drugs policy
 - Health & Safety policy
 - Social Media policy
- I understand that any personal possessions I bring to site are at my own risk.
- I will smoke only in designated areas and only during designated breaks.
- I have read through the Customer Service Guide in the Bar Staff Handbook and shall do my best to deliver excellent service at all times.

Print Name	
Sign	
Date	

APPENDIX G. NOISE MANAGEMENT PLAN

WE ARE FSTVL 2018

NOISE MANAGEMENT PLAN (DRAFT)

VC-102587-NMP-0001

R01

7TH DECEMBER 2017



DOCUMENT CONTROL

DOCUMENT TITLE	WE ARE FSTVL 2018 NOISE MANAGEMENT PLAN DRAFT	REVISION	R011
DOCUMENT NUMBER	VC-102587-NMP-0001	ISSUE DATE	7TH DECEMBER 2017
PROJECT NUMBER	102587	AUTHOR	R DOLLING
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ISSUED TO	CLIENT	PASSED	DRAFT ONLY

REVISION HISTORY

REVISION	NOTES	DATE ISSUED
R00	ISSUED FOR COMMENT BY CLIENT	7 TH DECEMBER 2017
R01	ADDED PARA REGARDING EXISTING BASELINE LEVELS 5.19 & 5.20	7 TH DECEMBER 2018

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1 . I N T R O D U C T I O N

- 1.1. Vanguardia has been commissioned by WE Are FSTVL to provide a noise management plan for the event to be held in 2018.
- 1.2. The 2018 event will include some changes to the site layout from the previous year's event in 2017, mainly to accommodate up to 29,999 day customers, with up to 9,999 on the campsite.
- 1.3. Details are provided within this Noise Management Plan to show operational hours and the plans for entertainment throughout the event.
- 1.4. The purpose of this document is to describe the sound monitoring and management scheme that will be put in place to minimise music noise levels at each of the off-site receptors, as previously agreed with the local authority, Havering Council.
- 1.5. It is intended that this document is considered a "live" document which will evolve with on-going liaison between the event promoter, local residents and Havering Council.
- 1.6. A glossary of acoustic terms has been presented in Appendix A.

2 . E V E N T I N F O R M A T I O N

- 2.1. The 2018 event will provide camping facilities the Friday night for up to 9,999 people and will host low level managed entertainment on Saturday and Sunday, with a capacity of 29,999 per day and will include a mixture of outdoor and tented arenas.
- 2.2. Any outdoor noise sources will cease by 23:00hrs on the Saturday and Sunday which will reduce the off-site noise impact significantly and any tented arenas will close by 00:30hrs in order to manage the egress from the site and ease demand for transportation.
- 2.3. On Friday, there will be managed low sound level entertainment until 01.30hrs (Saturday morning), to provide late night entertainment for the campers.
- 2.4. The arenas will run as follows:
- Friday: one outdoor arena until 23.00hrs, plus one indoor arena until 01.30hrs
- Saturday: eight arenas: one until 22.30hrs, one until 23.00hrs, two until 00.00hrs and four until 00.30hrs.
- Sunday: eight arenas: one until 22.30hrs, one until 23.00hrs, two until 00.00hrs and four until 00.00hrs.
- 2.5. In order to ease egress, six arenas will remain operational post 23:00hrs, although the noise levels within these arenas will be significantly reduced with the objective of achieving off-site noise targets.

3 . L I C E N C E C O N D I T I O N S

- 3.1. Although the licence conditions for the 2018 even have not been finalised, it is assumed at this stage that the conditions will remain largely the same as the 2017 event. The expected conditions are presented below.
- 3.2. A noise management plan will be prepared by a specialist acoustic consultant as part of the event management plan.
- 3.3. Outdoor music will finish at 23:00hrs and marquees operating after this time will be positioned to ensure minimum sound bleed and will have acoustic screening around the rear of the speakers where possible.
- 3.4. Film, live music, recorded music, performance of dance, provision of facilities for making music and dancing has been granted for the following hours.

Friday 25th May 14:00hrs to 01:30hrs – campsite entertainment only

Saturday 26th May 2018 – 11:00hrs – 00:30hrs

Sunday 27th May 2018 – 11:00hrs – 00:30hrs

4. ENTERTAINMENT NOISE CRITERIA

- 4.1. The established guidance for noise from outdoor music events is contained in the Noise Council's Code of Practice on Environmental Noise Control at Concerts (1995). The recommended noise limits contained within the code of practice for events held between the hours of 09:00hrs and 23:00hrs are summarised in Table 1 below.

Table 1 Recommended Noise Limits

Concert Days Per Calendar Year, Per Venue	Venue Category	Guideline
1 to 3	Urban Stadia or Arenas	The MNL should not exceed 75 dB(A) over a 15 minute period.
1 to 3	Other Urban and Rural Venues	The MNL should not exceed 65 dB(A) over a 15 minute period
4 to 12	All Venue	The MNL should not exceed the background noise level by more than 15 dB(A) over a 15 minute period.

- 4.2. There are only three event days proposed at the venue in 2018, therefore taking the guidance from Table 1 above, the criterion that should be applied is that the music noise level should not exceed 65 dB, $L_{Aeq} (15 \text{ minutes})$ measured at the façade of the nearest residential property.
- 4.3. After 23:00hrs, the Noise Council Code of Practice suggests that for events continuing or held between the hours of 23:00hrs – 09:00hrs, the music noise should not be audible within noise sensitive premises with windows open. At many other UK events that operate after 23:00hrs, a limit of 45 dB(A) has been adopted and subjective assessment carried out to ensure there are no single dominant music noise sources clearly audible.
- 4.4. We Are Festival is only operational until 00:30hrs, the purpose of this is to ease egress after the main stages have finished. The noise levels onsite will drop significantly once the main stages have finished minimising the off-site noise impact from the event.

5. NOISE ASSESSMENT

- 5.1. To establish the baseline noise environment at the nearest residential properties a noise survey was carried out to provide measured data.
- 5.2. An attended noise survey was carried on Sunday 21st September 2014 between 16:00hrs and 00:30hrs which is considered to be the quietest time when the festival is operational. The locations surveyed include Damyns Cottages, Lakeside, Gerpins Lane, Parkland Ave, Usk Road and Hacton Lane.
- 5.3. A plan showing all survey locations has been presented in Appendix B.
- 5.4. The noise climate at Damyns Cottages consisted of continuous traffic noise from vehicles passing by and occasional dog barks during first measurement. There was a decrease in traffic flow during the night-time measurement.
- 5.5. The noise climate at Gerpins Lane included some operational noise from the recycling plant, bird song and occasional vehicles passing during the day-time measurement. There were occasional vehicles passing during the night-time measurement and the wind through the trees was present on all measurements.
- 5.6. The noise environment at Lakeside included distant traffic noise present throughout, occasional local vehicle movement, some aircraft noise, and domestic noise from houses in the road. Bird song was present during the day-time measurement.
- 5.7. The noise climate at Parkland Ave included some distant traffic noise, wind in the trees throughout and some bird noise and local traffic present in the day-time measurement.
- 5.8. The noise climate at Usk Road consisted of distant traffic noise from the M25 throughout, some pedestrians passing the monitoring position and local vehicle movement during both day and night-time measurements.
- 5.9. The noise climate at Hacton Lane was dominated by traffic passing on the Hacton Lane. There were moderate vehicle flows through both day and night-time measurement periods and some pedestrian noise also present.
- 5.10. Additionally, there were aircraft regularly passing overhead at all monitoring locations.

5.11. The weather during the noise survey on 21st September 2014 consisted dry and bright conditions for the daytime periods and approximately 16oC with light north to north-westerly winds, less than 5m/s. During the night-time the conditions were cold with clear skies and light north to north-westerly winds less than 5m/s and approximately 8oC.

5.12. The equipment used for the noise survey comprised of the following:

Larson Davis LxT Statistical Sound Level Meter Serial Number: 003642

Larson Davis Calibrator, CAL200 Serial Number 3482

5.13. All sound level meters were calibrated both before and after the noise survey and no significant variation in the calibration level was noted.

5.14. The measurements taken are presented in Tables 2 – 7 below

5.15. It was not possible to visit all the monitoring locations between 23:00hrs and 00:30hrs so some of the night-time assessments relate to noise levels taken slightly earlier.

Table 2 Baseline Noise Survey Results– Damyns Cottages

Damyns Cottages					
Assessment Period	Start Time	LAeq,15min	LA90,15min	63Hz Leq,15min	125Hz Leq,15min
	(hh:mm)				
Day	17:23	67.9	46.7	68.2	62.6
Night	21:37	65.2	39.7	63.4	55.8

Table 3 Baseline Noise Survey Results – Gerpins Lane

Gerpins Lane					
Assessment Period	Start Time	L _{Aeq,15min}	L _{A90,15min}	63Hz L _{eq,15min}	125Hz L _{eq,15min}
	(hh:mm)				
Day	16:55	53.1	39.1	58.5	53.7
Night	21:14	51	35.0	53.5	46.1

Table 4 Baseline Noise Survey Results – Lakeside

Lakeside					
Assessment Period	Start Time	L _{Aeq,15min}	L _{A90,15min}	63Hz L _{eq,15min}	125Hz L _{eq,15min}
	(hh:mm)				
Day	16:30	48.6	37.6	61	52.4
Day	20:46	53.6	32.6	61.9	54.2
Night	23:27	32	28.4	43.3	35.7

Table 5 Baseline Noise Survey – Parkland Ave

Parklands Ave					
Assessment Period	Start Time	L _{Aeq,15min}	L _{A90,15min}	63Hz L _{eq,15min}	125Hz L _{eq,15min}
	(hh:mm)				
Day	18:53	46.6	37.9	51.7	48.6
Night	22:50	36.2	31.0	46.5	39.8
Night	00:10	30.8	28.5	42.1	36.1

Table 6 Baseline Noise Survey – Usk Road

Usk Road					
Assessment Period	Start Time	L _{Aeq,15min}	L _{A90,15min}	63Hz L _{eq,15min}	125Hz L _{eq,15min}
	(hh:mm)				
Day	15:52	52.8	47.6	56.6	52
Night	23:08	52.9	47.5	63.4	50.8

Table 7 Baseline Noise Survey – Hacton Lane

Hacton Lane					
Assessment Period	Start Time	L _{Aeq,15min}	L _{A90,15min}	63Hz L _{eq,15min}	125Hz L _{eq,15min}
	(hh:mm)				
Day	16:23	58.4	47.0	64.0	55.3
Night	22:27	57.3	36.0	55.2	58.3

- 5.16. The guidance from the Code of Practice advises that for rural areas used for 1-3 events per calendar year, a music noise level (MNL) of 65 dB(A) over a fifteen-minute period at the nearest noise sensitive premises is recommended for events finishing no later than 23:00hrs. This is the criterion that will be used throughout the noise management for the We Are FSTVL 2018 event.
- 5.17. After 2300hrs, the Code of Practice suggests that for events continuing or held between the hours 2300 and 0900, the music noise should not be audible within noise sensitive premises with windows open in a typical manner for ventilation. A condition that has been adopted by many other local authorities that operate successfully after 23:00hrs is 45dB(A) L_{eq} (15-min).
- 5.18. The Code is designed to provide guidance for noise at outdoor events and balance the potential disturbance in the local community against the enjoyable experience of the audience.
- 5.19. The results of the baseline noise survey, taken at a time when no entertainment was taking place, indicate that the existing L_{Aeq} at Damyns Cottages, both during the daytime and night time was above 65dB and 45dB respectively. This was due to continuous traffic noise from

vehicles passing by during the daytime, with a reduction in traffic during the night time period, however, the level here remained significantly higher than 45dB at night.

- 5.20. During the night time period at Usk Road, Gerpins Lane and Hacton Lane, the existing baseline noise levels were above the 45dB criteria, without entertainment taking place. The soundscape at each of these locations was dominated by road traffic noise.

6. NOISE MANAGEMENT PLAN

- 6.1. The sound management programme fundamentally follows the procedures that have been successfully adopted at outdoor concerts and festivals over the past 30 years throughout the UK including We Are FSTVL, and are detailed below:

SITE DESIGN

- 6.2. Vanguardia consultants will liaised with the production company, sound system supplier and local authority to find the most appropriate site layout that would minimise the noise impact at off-site locations.

MITIGATION MEASURES

- 6.3. For We R Festival 2018, where possible the use of barriers will be introduced behind all major speaker stacks on stages that are operational after 23:00hrs. In order for this to have maximum effect the barrier should be sufficiently high and long enough to reduce the noise from both speaker stacks and any monitor speakers on the stage in order to reduce rear end noise projection.
- 6.4. The barriers should be constructed of as high-density material as possible in order to sufficiently attenuate the low frequency noise. It is proposed straw bales will be stacked as close as practicable to the rear of the speaker stacks. This method of control has been effectively carried out at other venues in the UK however a fire officer should be consulted on the appropriate risk assessments associated with this mitigation.

SOUND SYSTEMS

- 6.5. All sound system suppliers will be informed of the requirements of noise control and the type and location/orientation of their systems. Their contract of hire will also specify that the overall control of sound levels will be set by the Promoter and/or their appointed agent (acoustic consultants).
- 6.6. The sound systems for each stage should be set up in such a way as to minimise the noise impact at noise sensitive properties. Where possible, sound systems should be flown rather than ground stacked in order to focus the speakers downwards into the audience area. The

speakers should be directed inwards as much as possible to reduce overspill from the intended coverage area.

- 6.7. Cardioid sub-bass loudspeaker systems will be used where possible to reduce the propagation of low frequency noise. This method has been successfully achieved significant noise reductions at numerous venues and festivals across the UK.

PRE-EVENT INFORMATION

- 6.8. A letter or newspaper advertisement should be circulated to local residents at least 2-weeks prior to the event, informing them of the details of the event and including start and finish times of both the event and any sound-checks. The advertisement should also include a dedicated telephone number for noise complaints. The Local Authority should give guidance on the area to be covered by a letter drop.
- 6.9. A telephone complaints line should be made available for the duration of the event. Should any noise complaints be received, a consultant will investigate the complaint and if noise levels are above those specified in the licence conditions, immediate action will be taken to reduce the levels at the noise source. A complaints log should be maintained throughout the event, detailing addresses of complaints, times and actions. The promoter will advise the Environmental Health Department of the likely times of rehearsals and sound-checks, although this is unlikely to be known until very near the production set up. The promoter will also agree timings for production set up.
- 6.10. Permanent noise monitors will be provided at the mixer desk positions.
- 6.11. All noise meters will comply with the required standards and be calibrated.
- 6.12. Vanguardia will liaise with the Council and comply with their complaints procedure.
- 6.13. The event production team and Vanguardia will comply with any reasonable instructions given by the licensing authority.
- 6.14. Vanguardia will provide consultants and technicians to monitor the onsite and offsite noise levels.

SOUND PROPAGATION TESTS

- 6.15. On the day before the event, the production team should carry out short sound checks and as part of this process, acoustic consultants will undertake sound propagation tests to correlate the music noise levels at the mixing desk with those observed at the most sensitive sound control positions. The results of these tests will be used to 'fine tune' the sound system in order to maximise the containment of music and set an appropriate sound limit at the mixer positions.

SOUND CONTROL WITHIN THE VENUE

- 6.16. The music noise levels at the mixing desk position will be continuously monitored in terms of 15 minute and 1-minute L_{Aeq} values. The noise limit will be set in 15-minute intervals but the 1-minute values provide acoustic consultants with immediate information of the music noise levels.
- 6.17. As part of the managerial process, the sound engineers of any individual artistes appearing at the event will be informed prior to arriving at the mixer of the need to adhere to the sound limits and instructions issued to them in relation to sound control.
- 6.18. Vanguardia will undertake sound tests prior to the event to determine a correlation between onsite and offsite sound levels. The limit set at the mixer desks will be agreed with the Council's Environmental Health Officer and the correlation checked at intervals throughout the event and reductions made when necessary.

SOUND MONITORING OUTSIDE THE VENUE

- 6.19. Noise measurements outside of the site will be taken at agreed monitoring locations periodically during the event and in response to any complaints that may be received.
- 6.20. After 23:00hrs, each monitoring location will be visited in turn in order to establish which is affected the most from music noise from the event. This location would then be used as the control point to ensure the noise limits are not exceeded. When music noise levels have been adjusted to appropriate levels the other monitoring location will be visited again to ensure compliance with the noise limit. Action necessary to reduce music noise levels will be relayed to the mixer position and immediate instructions issued to the sound engineers to resolve any potential problems.

6.21. The following monitoring locations have been agreed with Havering Council Environmental Heath Officers:

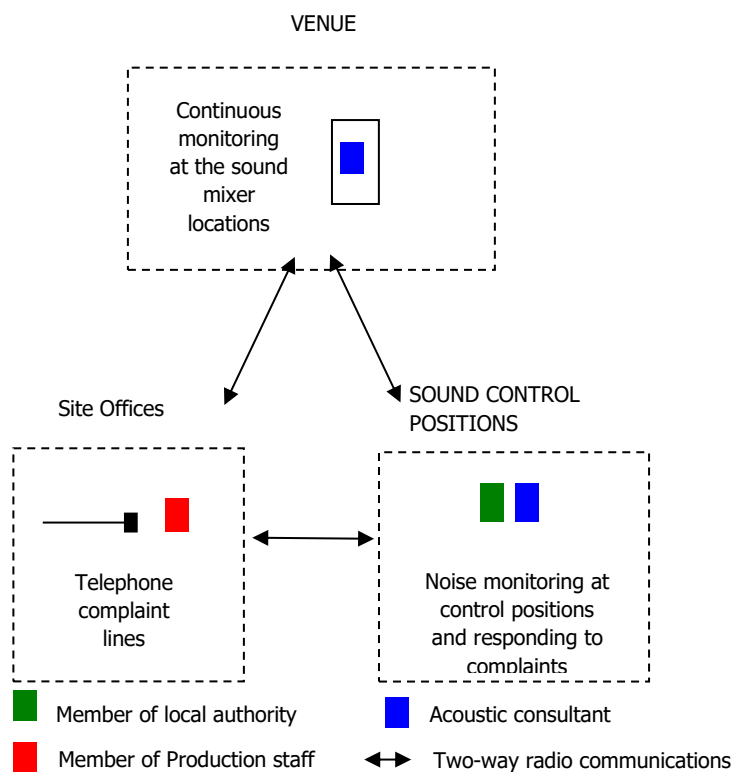
- Damyns Cottages
- Gerpins Lane
- Lakeside - Rainham
- Parkland Ave – Upminster
- Usk Road – Thurrock
- Hacton Lane – Upminster

6.22. Additional monitoring locations may be established following close liaison with Thurrock Council or during the event following complaints.

TELEPHONE COMPLAINTS LINE

6.23. A telephone line has been in place since the 2013 show and will be re-activated for the 2018 event with BT.

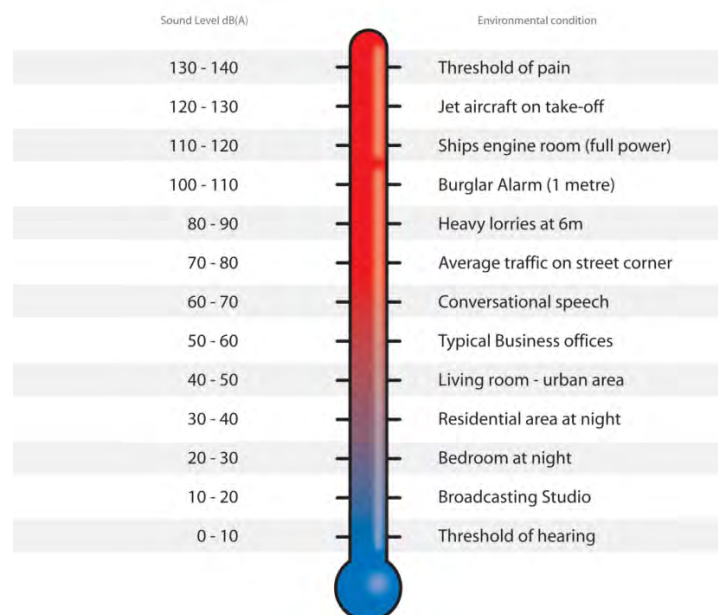
6.24. A schematic of the control communication protocol is provided below:



7. APPENDIX A – GLOSSARY OF TERMS

- 7.1. Noise is defined as unwanted sound. The range of audible sound is from 0dB to 140dB, which is taken to be the threshold of pain. The sound pressure detected by the human ear covers an extremely wide range. The decibel (dB) is used to condense this range into a manageable scale by taking the logarithm of the ratio of the sound pressure and a reference sound pressure.
- 7.2. The frequency response of the ear is usually taken to be about 18Hz (number of oscillations per second) to 18,000Hz. The ear does not respond equally to different frequencies at the same level. It is more sensitive in the mid-frequency range than at the lower and higher frequencies, and because of this, the low and high frequency component of a sound are reduced in importance by applying a weighting (filtering) circuit to the noise measuring instrument. The weighting which is most used and which correlates best with the subjective response to noise is the dB(A) weighting. This is an internationally accepted standard for noise measurements.
- 7.3. The ear can just distinguish a difference in loudness between two noise sources when there is a 3dB(A) difference between them. Also when two sound sources of the same noise level are combined the resultant level is 3dB(A) higher than the single source. When two sounds differ by 10dB(A) one is said to be twice as loud as the other.
- 7.4. The subjective response to a noise is dependent not only upon the sound pressure level and its frequency, but also its intermittency. Various indices have been developed to try and correlate annoyances with the noise level and its fluctuations.

The parameter used for this measure is Equivalent Continuous Sound Pressure Level (LAeq). The A-weighted sound pressure level of a steady sound that has, over a given period, the same energy as the fluctuating sound under investigation. It is in effect the energy average level over the specified measurement period (T)



and is the most widely used indicator for environmental noise. A few examples of noise of various levels are given right:

APPENDIX B – NOISE SENSITIVE LOCATIONS







VANGUARDIA LIMITED

LONDON OFFICE

Southbank Technopark
90 London Road
London SE1 6LN

HEAD OFFICE

21 Station Road West, Oxted
Surrey RH8 9EE

NORTH WEST OFFICE

3A Toft Road, Knutsford
Cheshire WA16 0PE

Tel +44 (0) 1883 718690

office@vanguardia.co.uk
vanguardia.co.uk

APPENDIX H. EVENT CONTINGENCY PLANS

Roles & Responsibilities

Promoter	Lime Green Events Ltd (LGE)	The organisation responsible for staging the event. The holder of the premises licence and the occupier of the event site under the hire agreement issued by the landowner.
Event Organiser	Reece Miller, LGE.	The Event Organiser is the person responsible for all aspects of licensing and public safety and will be present and available during the event. The Event Organiser, or a Deputy will be available throughout the construction and breakdown of the event.
Operations Director Deputy Event Organiser Designated Premises Supervisor	Mick Bowles	Responsible for the production of the Event Management Plan and the overall tactical integration of onsite resources in relation to the requirements of that plan and those of the various event stakeholders. Responsible for the tactical response to incidents outside the normal running of the event. Responsible for monitoring compliance of event operation with Event Safety Management Plan and with premises licence conditions generally. Ensure bars operation complies with requirements of Alcohol Management Plan/Premises Licence and promotes the licensing objectives.
Security and Crowd Safety Management Deputy Event Organiser.	Steve Allen, Crowd Safety	Responsible for the production of the Crowd Management and Security Plan and the tactical planning required in the formulation of that plan. Responsible for the tactical deployment of security staff resources in conjunction with security providers.
Site Infrastructure and Services Management Deputy Event Organiser	Vicki Smith, APL	Responsible for the provision of on site facilities and resources in respect of both the Event Management Plan and the operational and logistical requirements of the Event Organiser. Responsible for the tactical deployment of site resources in conjunction with the appropriate contractors.
Traffic Management	Geoff Cox, CTM	The traffic manager will be the person responsible for producing and implementing the traffic management plan, including emergency contingency plans as required. This includes all required signage, pre-planning, any necessary traffic orders and on site management
Overnight Bronze Deputy Event Organiser	tbc	The Overnight Bronze will deputise for the Operations Director outside the hours of licensed entertainment.

Alternates

Role	Primary	Alternate
Event Organiser	Reece Miller, LGE.	Steve Durham, LGE.
Operations Director	Mick Bowles	Steve Allen, Crowd Safety
Security and Crowd Safety Management	Steve Allen, Crowd Safety	Trevor Arthey, Crowd Safety.
Site Infrastructure and Services Management	Vicki Smith, APL	Paul Ludford, APL.
Traffic Management	Geoff Cox, CTM	David McDonald, CTM
Overnight Bronze	tbc	Trevor Arthey/Paul Ludford

APPENDIX I. FIRE SAFETY MANAGEMENT PLAN

Hc VY JbgYfYX"

APPENDIX J. ADVERSE WEATHER PLAN

Previous History and Data

From late September 2013, through to January 2014 a large amount of rainfall was experienced at the site, the transport hub area was particularly badly affected with standing water prevalent throughout.

At this time Lime Green Events instructed specialist ground contractor Hugh Pearl (Land Drainage) Limited, to install a sports field drainage system.

The works have been successful in the removal of standing water, but as further precaution temporary metal roadway tracks are always deployed to ensure the functional operation of this critical area throughout the event.

Ground conditions elsewhere on site will be continually monitored throughout the year and should drainage issues be experienced, similar groundwork's will be undertaken.

10 YEAR AVERAGE DATA FOR MONTH OF MAY (2005 TO 2014) INCLUSIVE				
Max Temp °C	Min Temp °C	Rainfall mm	Wind Speed m/s	Gust Speed m/s
25.1	5	48.24	3.89	13.06

MAY 2014 AVERAGE DATA				
Max Temp °C	Min Temp °C	Rainfall mm	Wind Speed m/s	Gust Speed m/s
25	4	84.6	3.89	12.78

* Rainfall data taken from <http://www.metoffice.gov.uk/> using Heathrow.

** Temperature and wind data taken from <http://www.wunderground.com/> using RM14 2TN.

Procedures

Pre and Post Event

A site inspection will take place prior to the event to determine ground conditions and suitability of the event site.

Various precautions will be taken during the build period to preserve ground conditions, these include avoiding access across grass wherever possible, and the use of temporary trackway roads where required. Consideration will also be made during site design to utilise existing roads and pathways where possible.

Provision of stock and materials for adverse weather will be arranged prior to or during the event build e.g. bark/woodchip, straw, pedestrian trackway and gazebos.

Weather forecasts will be monitored throughout the build and break periods by the H&S Manager and Site Manager, the build and break schedule and site operating times will be adjusted as appropriate with any forecast of inclement weather.

Staff welfare facilities will be available throughout the build and break, including the provision of sanitation, refreshments and shelter.

First aiders or other trained medical staff will be onsite throughout build and break periods.

Operational Procedures

Considerations and planning will be made to operational areas of the site during public occupation. This will include the switching of tent entrances to preserve ground conditions wherever possible.

Standby crew will be available throughout the event to carry out ground duties including the distribution of woodchip etc.

Several tractors or 4 wheeled drive vehicles will be retained on site during the event should rainfall cause any issues with vehicles leaving the carparks. It should be noted that these have not been utilised on recent events including 2014 after the area experienced significant rainfall.

Staff welfare facilities will be available throughout the event, including the provision of sanitation, refreshments and shelter.

Extensive medical facilities are available whilst the event is open to the public. Further details can be found in the Medical Management Plan at Appendix F.

Emergency Procedures

Emergency procedures are in place at the event to control the risk of any incident developing or increasing, and/or to assist with the safe evacuation of all or part of the event site should the need occur.

A robust showstop procedure has been developed and will be communicated to relevant personnel at the event.

For further details please refer to the Event Management Plan.

Weather Monitoring

The ECR Manager will monitor various online weather forecasts throughout the event.

Weather forecasts and warnings will be passed to agencies and management teams as appropriate.

Major structures such as outdoor stages will be fitted with anemometers, these will be monitored by the contractor or event staff and information will be relayed accordingly.

Communication to the Public

Information for public attending the event is listed on the event website at:

<http://www.wearefstvl.com/info>

Throughout the event various public communication media will be available, including: Stage Screens, Stage PA and social media such as Facebook and Twitter.

Specific Risks and Considerations

Wet/Cold Weather	
Public	<p>Extensive medical facilities and personnel available in the arena and campsite.</p> <p>External medical care <30 minutes.</p> <p>Welfare facilities available in campsite and arena</p> <p>Emergency stock of tents available from on-site contractor</p> <p>Medical and welfare tents equipped with heating</p> <p>Limited stock of all-weather clothing and equipment from onsite traders</p> <p>Limited sheltered entertainment available in arena and campsite.</p> <p>Variety of hot refreshments available for purchase.</p> <p>Pre-event customer information posted on website and social media</p> <p>During the event information posted on website and social media</p>
Staff, Workers and Artists	<p>Relevant PPE and wet weather equipment supplied to staff.</p> <p>Extensive medical facilities and personnel available in the arena.</p> <p>Trained first aider on duty during event build and break periods.</p> <p>External medical care <30 minutes.</p> <p>Dedicated staff welfare facilities available including hot and cold refreshments, shelter and washing/shower facilities.</p> <p>Contractors to supply ponchos to staff, limited stock available through site office.</p> <p>Shelter available in portacabins, marquees and gazebos.</p>
Site	<p>Onsite medical provider equipped with suitable vehicles.</p> <p>Event fire service equipped with suitable vehicle.</p> <p>A variety of plant onsite.</p> <p>Temporary trackway roads provided in key areas in arena, campsite, car parks and transport hub</p> <p>Subscribed weather forecast in place</p> <p>Robust emergency procedures in place.</p>

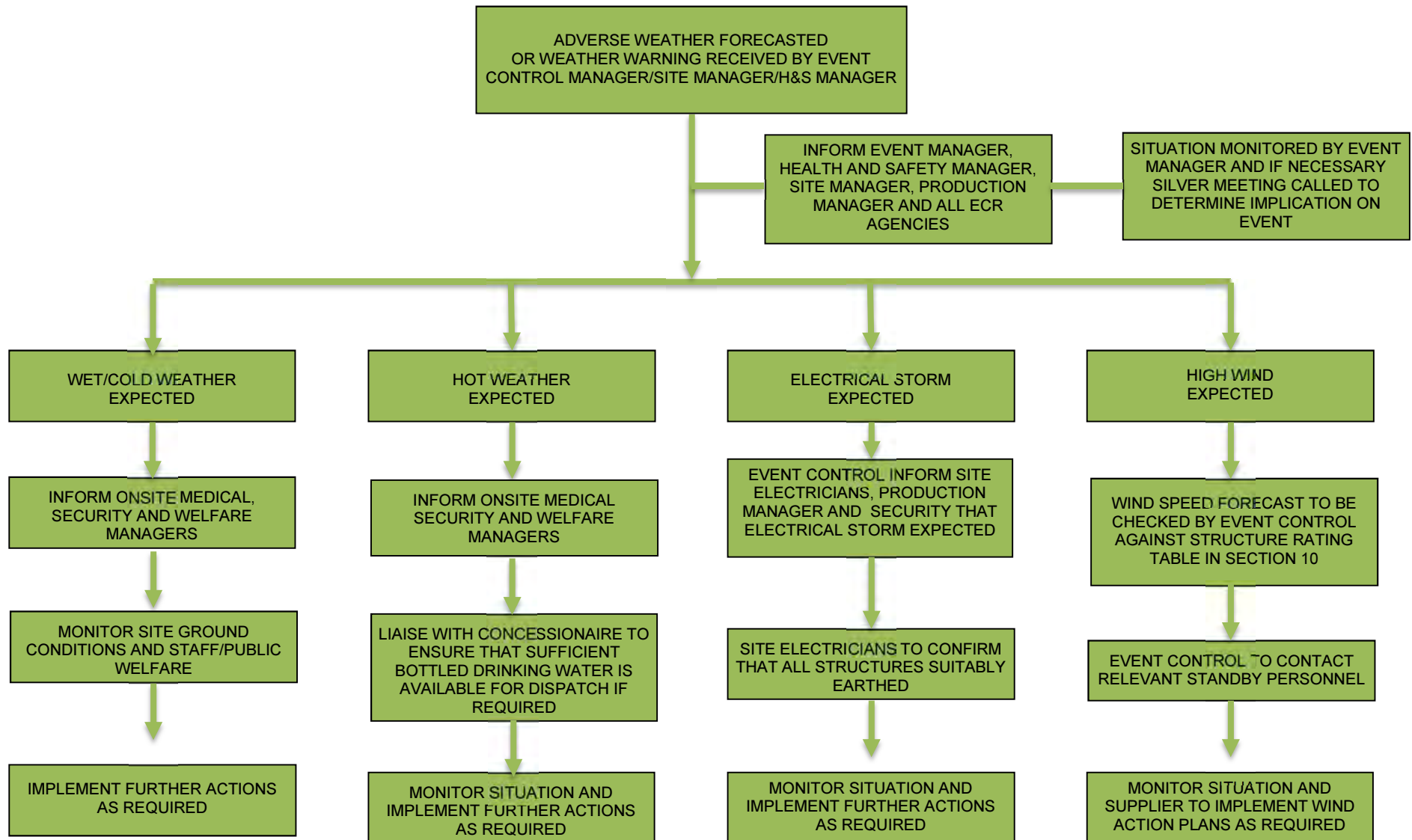
Hot Weather	
Public	<p>Drinking water outlets positioned at the sanitation points within the arena and campsite</p> <p>Bottled drinking water reserve held.</p> <p>Extensive medical facilities and personnel available in campsite and arena</p> <p>External medical care <30 minutes.</p> <p>Welfare facilities available in campsite and arena</p> <p>Sunscreen available from the medical and welfare posts in campsite and arena</p> <p>Pre-event customer information posted on website.</p>
Staff, Workers and Artists	<p>Sunscreen available.</p> <p>Dedicated staff welfare facilities available including hot and cold refreshments, shelter and washing/shower facilities.</p> <p>Shelter available in tents, portacabins and gazebos.</p> <p>Bottled drinking water available for all staff.</p>

Site	Provision of water supplies. Subscribed weather forecast in place
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High Wind	
Public	Extensive medical facilities and personnel available in arena and camp[site] External medical care <30 minutes.
Staff, Workers and Artists	Relevant PPE supplied to staff. Under direction of production manager, standby crew available to make adjustments to stage scrims, screens and set. Extensive medical facilities and personnel available in campsite and arena Trained first aider on duty during event build and break periods. External medical care <30 minutes.
Site	Structures supplied by reputable and experienced companies and installed by competent persons. Structures of suitable design to relevant standards. Suppliers and Contractors provide a wind action plan and standby crew for each major structure. Anemometers installed on-site. Event fire service onsite throughout event Robust emergency procedures in place.

Electrical Storm	
Public	Extensive medical facilities and personnel available in arena and campsite External medical care <30 minutes.
Staff, Workers and Artists	Relevant PPE supplied to staff. Extensive medical facilities and personnel available. Trained medical staff on duty during event build and break periods. External medical care <30 minutes.
Site	Structures earth bonded as appropriate and certified by competent electrical contractor. Electricians on site throughout event. Event fire service onsite throughout event. Portable firefighting equipment located throughout event site. Subscribed weather forecast in place Robust emergency procedures in place.

Adverse Weather Actions – Event, Build, Break



Structure & Wind Speed Ratings

Structure Wind Speed Table

N.B. Structure data will be inserted during the event planning process.

Structure	Grid Ref	Supplier	Level 1			Level 2			Level 3		
			m/s	mph	Kmh	m/s	mph	Kmh	m/s	mph	Kmh

Wind Speed Conversion Chart

Beaufort Force	Description	Specification on Land	Knots	Km/h	mph	m/s	kN/m ²
0	Calm	Smoke rises vertically	0	0	0	0	0
1	Very light	Direction of wind shown by smoke drift but not by wind vanes	0-3	1-5	1-3	1-2	.002
2	Light Breeze	Wind felt on face, leaves rustle, ordinary wind vane moved by wind	4-6	6-11	4-7	2-3	.005
3	Gentle Breeze	Leaves and small twigs in constant motion, wind extends light flag	7-10	12-19	8-12	3-5	.015
4	Moderate breeze	Wind raises dust and loose paper, small branches move	11-16	20-29	13-18	5-8	.039
5	Fresh breeze	Small trees in leaf start to sway	17-21	30-39	19-24	8-11	.074
6	Strong breeze	Large branches in motion, telegraph wires whistle	22-27	40-50	25-31	11-14	.120
7	Near gale	Whole trees in motion, inconvenient to walk against wind	28-33	51-61	32-38	14-17	.177
8	Gale	Twigs break from trees, difficult to walk	34-40	62-74	39-46	17-20	.245
9	Strong gale	Slight structural damage occurs, chimney pots and slates removed	41-47	75-87	47-54	20-24	.353
10	Storm	Trees uprooted, considerable structural damage	48-55	88-101	55-63	24-28	.481
11	Violent storm	Widespread damage	56-63	102-117	64-73	28-32	.628
12	Hurricane	Widespread damage	>64	>118	>74	>32	

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Public Notices

Goods Vehicle Operator's Licence

Paul Monk trading as Herringbone Driveways Ltd of 3 Sims Close, Romford, RM1 3QT is applying to change an existing licence as follows.

To keep an extra 1 goods vehicle and 0 trailers at the operating centre at Mount Pleasant Farm, Southend Arterial Road, Hornchurch, RM11 3UJ. Owners or occupiers of land (including buildings) near the operating centre who believe that their use or enjoyment of that land would be affected, should make written representations to the traffic commissioner at Hillcrest House, 386 Harehills Lane, Leeds, LS9 6NF, stating their reasons, Within 21 days of this notice.

Representors must at the same time send a copy of their representations to the applicant at the address given at the top of this notice. A guide to making Representations is available from the traffic commissioner's office.

NOTICE OF APPLICATION FOR A PREMISES LICENCE UNDER SECTION 17 OF THE LICENSING ACT 2003
 Notice is hereby given that Lime Green Events Ltd has applied for a premises licence in relation to We Are FSTVL, Damyns Hall Aerodrome, Aveley Road, Upminster, RM14 2TN. to permit the provision of the following licensable activities:

The provision of regulated entertainment (plays, films, live music, recorded music, performance of dance); Friday 14:00 to Saturday 03:00, Saturday 10:00 to Sunday 03:00, Sunday 10:00 to Monday 01:30hrs.

Provision of late night refreshment; Friday 23:00 to Saturday 05:00, Saturday 23:00 to Sunday 05:00, Sunday 10:30 to Sunday 05:00, Sunday 23:00 to Monday 05:00hrs.

Supply of alcohol; Friday 12:00 to Saturday 02:00, Saturday 10:30 to Sunday 02:00, Sunday 10:30 to Monday 01:00hrs.

On one occasion of four consecutive days (Friday to Monday inclusive) per year, between 1st May - 30th September annually. Full details of the application can be inspected at the address noted below during normal business hours. A representation by any person or a responsible authority regarding this application can be made to The Licensing Authority Town Hall Main Road Romford RM1 3BD. Website: www.havering.gov.uk

Such representation must be received in writing by 18th January 2018 clearly stating the grounds upon which the representation is made in relation to the four objectives of the Licensing Act 2003. It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine for which a person is liable on summary conviction for the offence is unlimited.

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Havering
L O N D O N B O R O U G H

Interested Parties (Valid Representations of
support)

C2C Rail Limited
2nd Floor
Cutlers Court
115 Houndsditch
London
EC3A 7BR

10th January 2017

C2C/We Are FSTVL Partnership 2018

To whom it may concern,

As the rail company connecting the South Essex Coast to Central London, we have worked with many large event organisations in the past to provide travel plans. We have enjoyed working with We Are FSTVL team over the last five years, with supporting them as a key stakeholder and watching the event grow, they have always acted with professionalism and integrity.

We look forward to supporting the event in 2018 and would support a permanent premise license as the local train operator.

Yours faithfully



Cassandra Sutton
Head Of Delivery Programmes.

Ensignbus

www.ensignbus.com

Juliette Close
Purfleet Industrial Park
Purfleet
Essex RM15 4YF

Phone: +44 (0)1708 865 656
Fax: +44 (0)1708 864 340

sales@ensignbus.com
customerservices@ensignbus.com



Lime Green Events
WeAreFSTVL 2018

11/01/18

We are an independent family run business that operates a very large amount of Pre Planned and Emergency Rail Replacement on behalf of TFL along with a large number of public bus services across Essex & London alongside rail replacement, emergency rail replacement and strike cover for C2C, DLR, National Express and Abellio across the South East.

Ensignbus has worked with Lime Green Events since the inception of WeAreFSTVL in 2013 providing transport to and from the event. We work with Lime Green Events & C2C to provide a safe and efficient transport plan which has grown along with our partnership over the past 5 years.

As the size of the event has grown Lime Green Events and ourselves have worked closely together to identify the demands of our customers and enhance the transport plan as necessary. This starts with a meeting post show to identify any improvements that need to be addressed for the following year, We then move on to the planning making sure we have a secure transport plan ready for the start of show and communication continues until the last customer arrives at their destination safely.

The main bulk of the operation is between the event site and Upminster Station with a very large amount of buses being used leading to a frequent service both on to the site and back to the Station when the event has finished reducing disruption to the local community to a minimum.

We fully support the application for a permanent premise license following the operation in 2017 and believe if the application is granted it will allow further investment to be made by Lime Green Events to make an already successful event even stronger.

We look forward to supporting We Are FSTVL in 2018 and many more years to come.



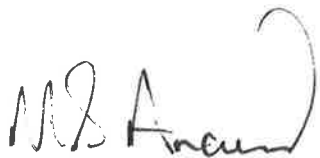
Jon Lupton
Commercial Manager

FAO- Licensing Havering

I'm a local business located opposite Upminster Station. We see thousands of festival goers every year come out of the station into the high street and they cause little public nuisance or disruption to us.

I attended the show on the Sunday and when I was travelling to the festival, the road signs were clear and easy to follow and on the one particular occasion I did see a traffic Marshall he was very polite and helpful as were the other staff and security.

I would like to support the license for 2018 as I think it brings a lot to the community. I see the local businesses prosper in this period and would like this to continue for as long as possible.

A handwritten signature in black ink, appearing to read 'Mark Ancient', with a large, sweeping flourish at the end.

Mark Ancient
The Halo Hairdressers
Upminster

**Mr & Mrs Neil Moore
2 Crossways
Gidea Park,
Romford, Essex RM2 6AA**

Licensing Officer
London Borough of Havering
Public Protection, Environment
Town Hall, Main Road
Romford, Essex RM1 3BD

18th January, 2018.

For the attention of the Licensing Subcommittee of Havering Council.

Dear Sir/Madam,

It has been brought to my attention that one is able to write in support of We Are FSTVL's license application, and as such we would like to do so.

My wife and I were lucky enough to go to the past two We Are FSTVL shows with a large group of friends and we all had a great time.

Being just down the road in Upminster, the festival is obviously well located for us. My wife and I got a taxi but a number of our friends arrived by public transport, using the free bus from Upminster so getting there was very easy the bus service was very well organised. After the festival had finished my wife and I got a taxi whome from where we had been picked up, but our friends once again got the bus. Again they found the service very well organised and got back to the station without any trouble.

The production at We Are FSTVL is absolutely amazing, and luckily the weather has held out for the past few years. The Main Stage is a sight to behold and the Terminal 1 Stage is on a whole different level. You can clearly see the effort the We Are FSTVL team have put into production, it must take the whole year to plan it to such a high level.

I would also like to draw to your attention how safe we have felt every time we have attended the festival. There is much coverage in the media about young people taking drugs at festivals or clubs, and there have unfortunately been well publicised deaths at various nightclubs and festivals across the country. As you may be aware, the Fabric nightclub in London for instance very was nearly closed down as a result. As a person who regularly attends clubs and festivals you hear all sorts of horror stories. During my time at We Are FSTVL I have never been offered drugs or seen anyone doing drugs for that matter. I feel it is important to highlight this fact, as safety is clearly of utmost importance to the Council.

Having done some research while looking at the line up for this year and making our plans to attend the festival, I saw that We Are FSTVL were applying for a license which would allow them to put on the show for several years to come. As a result I wanted to write this letter to show our wholehearted support. It's amazing to have a big, high-level event like this in the borough and so close to our house.

Best Regards,



Mr & Mrs Neil Moore

Dear Licensing Department,

Our business is situated next door to Damyns Hall Aerodrome and we are really strong supporters of the show.

The professionalism and the organisation that goes into We Are FSTVL somewhat improves each year.

As locals we are regularly communicated with by We Are FSTVL with frequent leaflets and other information and always kept up to date with their plans.

The traffic and transport has improved a great deal this year, there was little disturbance and no public nuisance to us.

We continue to support the show and would love to mention how much it brings to the local area.

Kind regards,

A handwritten signature in black ink, appearing to read 'Peter R Scott', followed by a period.

Mr Peter R Scott
Epsticks Lodge
Warwick Lane
Rainham
Essex
RM13 9EW

We Are FSTVL premises licence application 2018 E-mailed support representations

From: D DOWDALL [mailto: [REDACTED]]
Sent: 15 January 2018 08:52
To: Licensing
Subject: We are Festival

My son attended for the first time last year and said that he really enjoyed it. I was slightly apprehensive after the Manchester terror attack that took place prior to the show but he said the staff and security were really kind and went out of their way to help everyone. He did not see any misbehaviour and the event was really well organised, stress free and I know he's really looking forward to going again this year.

I feel like I can let my son attend the festival with no worries and despite there being thousands of customers, the road and traffic seemed to run smoothly.

As an Upminster resident I think We Are FSTVL is great for the local community. I hope you approve the license and it would be nice if the application could be made more permanent.

Regards,
Deborah Dowdall
146 Cranston Park Ave
Upminster

From: Connor Madigan [mailto: [REDACTED]]
Sent: 15 January 2018 10:12
To: Licensing
Subject: Licensing Letter We Are FSTVL

Good Morning,

I would like to email in relation to We Are FSTVL.

This is the fifth year I've been to the festival. My friends and I are all music lovers and this is definitely something we look forward to every year. When travelling to the festival this year the traffic ran very smoothly and with hardly any delay I think this is something that has improved a lot. I would like to see the license granted as this is great for the local area and we are always well looked after by the staff and they make it a safe place for everyone attending to be in.

Thanks
Connor Madigan

81 Glebe Way RM11 3RS

From: Ruth Napp [mailto: [REDACTED]]
Sent: 16 January 2018 14:50
To: Licensing
Cc: info@werefstvl.com
Subject: Licensing Letter
Importance: High

To Whom It May Concern,

We are an established portable toilet supplier and we have been working with Lime Green Events since 2013 and every year since then on the We Are FSTVL. We are based in Rainham and we genuinely believe that the show's location supplies an excellent boost for those businesses in the Havering Borough community and also those in surrounding areas.

I truly believe that Lime Green Events methodically think out every stage of the planning process and take into consideration everyone involved. Every part of the planning is carefully thought through and takes into account suppliers, festival goers, local businesses and local residents to ensure that there is an absolute minimum amount of disturbance over the weekend.

I understand they are applying for a permanent premise license this year and I can honestly say that without fail, they always have the best interest of the local residents and businesses in mind when planning the festival and always endeavour to cause as little disruption as possible. They are always thorough and very conscientious when planning toilet and welfare facility locations, always taking into consideration the local train station and surrounding bus stops.

In my opinion there is no doubt that Damyns Hall is the best possible location for We Are FSTVL and we hope a permanent premise license is granted to guarantee many more years of this wonderful festival.

Kind Regards

Ruth Napp
Business Development Director
Simply Hire Ltd
Kind Regards

mobile [REDACTED] office [REDACTED]
[REDACTED]
Manor Way, Rainham, Essex, RM13 8RH

From: Julie Brannen [mailto: [REDACTED]]
Sent: 17 January 2018 16:03
To: Licensing
Cc: Info@wearefstvl.com
Subject: We Are FSTVL 2018

To whom it may concern,

RE - FSTVL Application 2018

We once again write regarding the licence application for We Are FSTVL.

Both my husband, my daughter and I would like to email you to confirm our complete support for the show and all that it brings to the area.

As always, we experienced no noise or traffic issues as a direct result of the festival. Traffic was well managed and signposted clearly ahead of the show and across the weekend.

We think it's great seeing Upminster high street so busy and full of life.

The festival is great for the community spirit and we welcome the return of the show for many years to come.

Kind Regards,
Julie Brannen, William Brannen & Katie Brannen

63 Severn Drive
Upminster
Essex
RM14 1QF

From: Mark Sewell [mailto: [REDACTED]]
Sent: 17 January 2018 16:10
To: Licensing
Subject: Wearefstv

Hello Licensing,

I am a local resident of Upminster and believe that We Are Fstvl brings a lot of diversity to the town. With such a growing festival I have not experienced any public nuisance or disturbance in all the years it has been around. I am also a local business owner, the organisation and efforts by We Are Fstvl are always noted as they listen to local issues and concerns. I would fully like to support the license application for 2018 and all the years to come.

Mark Sewell
Managing Director
JM2 Facilities Group

Essex | Unit 1a Howard Road | Upminster | Essex | RM14 2UE |
T: [REDACTED]
Central London | 2 Bleeding Heart Yard | London | EC1N 8SJ |

T: [REDACTED]
W: [REDACTED]

From: Danny Lotter [mailto:[REDACTED]]
Sent: 17 January 2018 16:40
To: Licensing; Info
Subject:

To whom it may concern,

I write with regards to We Are FSTVL's license application and would like to make a representation in favour of it. I have attended twice now and loved it both times.

The festival has been going on for several years now and has become part of the local landscape during Summer. It is a great event for young people although I must add that I have seen people of all ages attending!

In my experience it has always been effectively run. Transporting tens of thousands of people to and from the event over the weekend must be no easy task but this was pulled off really well last year. Security was tight with searches and ID checks which was expected given what happened in Manchester but the festival felt safe and it reassured everyone. Once you are inside the atmosphere is electric, everyone I was with had a great time.

As it is the main cultural event for young people in this area each year, it is not surprising that they are lending their support to Havering Council's bid to become the borough of culture. In fact, now that V Fest is gone, I believe they are the only dance music festival that is actually in Essex. Hence I feel it is important to get in touch and express these views.

Kind regards,

Danny Lotter

From: Healthy Roots [mailto:[REDACTED]]
Sent: 17 January 2018 17:45
To: Licensing
Subject: We are Fstvl

Licensing Department – We Are FSTVL 2017 Application

FAO Licensing Department,

We write once more this year to extend our support for the license application for We Are FSTVL 2017.

Healthy Roots are also a business ourselves on Upminster High Street. The show brings thousands through the streets of Upminster, this is great for business and haven't experienced any public nuisance or criminal activity.

After going to the show myself, I feel that year upon year the organisation and public safety has improved, travelling to and from the festival there was lots of traffic stewards who were keeping very helpful.

I was also lucky enough to attend We Are FSTVL charity event before Xmas for the Homeless Shelter in the area which shows they are giving something back to the area and think it's great that they are helping Havering Council with the London Borough Culture Bid.

Yours faithfully,

J.Hoggett, A.Hoggett
Healthy Roots
38 Corbets Tey Road,
Upminster
RM14 2AD

From: Jeff Whiley [mailto:]
Sent: 18 January 2018 09:48
To: Licensing
Subject: We are 2018

Dear Licensing,

I write regarding the above application as I have over recent years to once more show support for the We Are FSTVL show that has taken place for the last 5 years. The locals and all the people that come through Upminster are always well behaved and they bring vibrance to the area.

Also I think the traffic had particularly improved this year, there seemed to be minimal disturbance and it was really well controlled.

I am both a business owner and a resident in the area. I'm proud to come from a town that delivers such a well organised show.

Thank you to the council and local authorities for making this happen.

Jeff Whiley MBICSc
Managing Director

JM2 Support Services Ltd

T: [REDACTED]
M: [REDACTED]
W: [REDACTED]

JM2 Support Services Limited is registered in England and Wales Company No. [REDACTED] Registered Office: Leigh House Weald Road, Brentwood, Essex, CM14 4SX

From: kelly challis [mailto: [REDACTED]]
Sent: 18 January 2018 10:22
To: Licensing
Cc: info@wearefstvl.com
Subject: Havering Licensing for We Are Festival

K Challis
16 Hyland Close
Hornchurch
Essex
RM11 1DX

To whom it concerns,

I saw the advert in the recorder about the festival's license application so wanted to make a representation in support.

I am a local so i've known about the festival since it started. The only inconvenience a local might face is the road closures but only if you live in that immediate area. I noticed this year they had some closures on Friday as well but this was no trouble either. I then found out that this was because they have campers there now, which seems a great addition, it means people from near and far can attend the whole weekend easily.

I went through the town center on the Saturday last year, and it was very orderly. Police, stewards, and security seemed to have everything under control. I did not notice any disorder or drug taking.

Warm regards,

Kelly Challis

From: Lisa Oakley [mailto: [REDACTED]]
Sent: 18 January 2018 11:09
To: Licensing
Subject: We are Festival support

Dear Licensing Subcommittee,

I would like to write in support of We Are Festival.

I have not attended the festival but I have nephews who have, and they really like it. They have to go into central London for music events normally so they really appreciate that such a well known event is local to us. They also said the bus they got home from the festival site was free which is a really nice touch for local people.

One expects a degree of trouble with a music festival but I haven't heard of any. It seems like the festival is really well run so I think it should continue.

Best,
Ms Lisa Oakley
119b Upminster road RM11 3XH

From: Courtney Silver
Sent: 18 January 2018 11:58
To: Licensing
Cc: 'info@wearefstvl.com'
Subject: RE: Licensing: We Are FSTVL

Dear Sir/Madam,

I am writing in support of the permanent license for We Are FSTVL 2018. I have been to the festival the last 5 years and think the show is a massive success.

The level of organisation is brilliant. When travelling to and from the event I have always used the free shuttle buses. The bus services were very regular and I got there and back with no problems.

In my experience it has always been a very safe event. I haven't witnessed any trouble or cause for concern. Also, I think it's fantastic that they are supporting the council with the London Borough of Culture Bid.

Thank you,

Courtney Silver | Admin Officer | Quality Assurance
London Borough of Havering | Learning & Achievement
9th Floor, Mercury House, Mercury Gardens, Romford RM1 3DW
t: [REDACTED]
www.haveringeducationalservices.co.uk
www.havering.gov.uk

19 Verve Apartments 5 Mercury Gardens Romford RM1 3FB

From: Danielle JOHN [mailto:[REDACTED]]
Sent: 18 January 2018 17:21
To: Licensing
Cc: info@wearefstvl.com
Subject: We Are Fstvl - License

Hi,

I wanted to get in touch and e-mail about We Are Fstvl.

I went last year for the first time with a mate and I really enjoyed it. I am a big dance music lover, been to a couple of festivals before, and they had some of my favourite artists playing so it was great. To get there I just went to the tube and after got on a bus which took me right there.

The queue in was long but not longer than any other festival I have been too. We were searched and had our IDs checked. Inside the festival was great, everything looked so good. You don't pay for drinks in cash there but get plastic tokens from machines which made the bars run better. The tokens I didn't use I was actually able to get my money back for on the way out.

I left when the music stopped at half past midnight. I got on the same bus which took me back to the tube station. I didn't face any trouble what so ever. It was a great experience and I think the festival should be allowed to continue.

Yours Sincerely,

Danielle John

46 Amery Gardens,
Gidea Park,
Essex,
RM2 6RU

From: Charlie Gill [mailto: [REDACTED]]
Sent: 18 January 2018 18:00
To: Licensing
Subject: License for we are fstvl

Hi,

I am fully in support for the license for 2018 for We Are FSTVL.

I couldn't hear any noise from where I live on the first two days (Friday and Saturday) of the festival. I thought living quite close I would be able to hear some sort of bass noise but there wasn't any.

I attended the festival on the Sunday. We travelled in by car and although there are road closures, I think they are very well managed with clearly laid out road signs and it causes very little disruption to the surrounding roads.

The rest of my family were not disturbed by any noise during the weekend either. I think it causes little public nuisance and think it would be safe to say that We Are provide a safe and well organised event all round.

Many Thanks,

Mr C Gill
1 Abbey Wood Lane
Rainham
RM13 9QH

From: Paul Kennet [mailto: [REDACTED]]
Sent: 18 January 2018 18:06
To: Licensing
Subject: info@wearefstvl.com

Dear Sir/Madam

As a born and bred resident of Havering for 50years of which I both live and work.

I believe it is incumbent upon me as an Hackney Carriage driver for the past 14years and a father of two teenage boys.

To congratulate you the Council/we are festival for the continued improvements to the annual festival in May in both signage and road Access as a Cab driver this is so important.

I personally have worked this festival every year since inception The lack of violence security and well laid out procedures has to be commended

Regards Paul Kennet

2 Calbourne Avenue
Hornchurch Essex RM12 5BJ



Havering
L O N D O N B O R O U G H

Interested Parties - Objections

14/1/18

(NO 1)

Reference

PPC/019819

To whom it might
Concern

Crime and disorder

E Marling

1 Damurus Hall Cott

Huckley Rd

Upminster

RM 14 2TQ

K Lees

2 Damurus Hall Cott

Huckley Rd

Upminster

RM 14 2TQ

the drug taking and disorder in
Upminster town centre and in the
areas (ie Road) adjacent to the
festival. I have witnessed this
and I am still finding nitro oxide
cylinder and drug taking equipment
in my garden.

I have had the festival Clientel
cross my garden and try to
get access to the festival people
Ullminating in Upminster and in

no ②

The roads leading to the festival

Public Safety

The amount of festival clientele walking down the roads to the festival and walking away from the festival late at night on unlit Rds there is going to be an accident

Prevention of Public Nuisance

When you get a lot of people in the excess of 25000 per day attending the festival assembly in a town the sized up must you are going to get Public Nuisance

No 3

Protection of Children

Some form of ID should be ask for to determine the age of the child on admission to the festival

Yours
Faithfully
E Manning



Licensing Section
London Borough of Havering

Trevor Meers
Emergency Planning and Business
Continuity Manager

Emergency Planning & Business
Continuity Service

London Borough of Havering
5th Floor Mercury House
Mercury Gardens
Romford
RM1 3SL

Telephone: 01708 434605

Fax:

email: Trevor.meers@havering.gov.uk

Date: 16th January 2018

Dear Sir or Madam,

RE: We R Festival 2018 – objections to license application

Relevant licensing objective - PUBLIC SAFETY

Having been involved in the Safety Advisory Group for the We R Festival since it started, and seen the number of attendees continue to increase, I need to register my concerns about the number of day visitors being proposed for the 2018 event i.e. 29,999.

The road network surrounding the site has limited capacity, and we have worked with the We R Festival organisers to improve the Traffic Management Plan year on year. I believe the current plan is probably as good as we can get to, however the plan does rely on a lot of factors working together. The one major concern is attendees getting onto the roads surrounding the site, which in turn blocks the transport system and the area can quickly come to a standstill. This has happened before, and the majority of the attendees had to walk away from the site on roads with no pavements putting themselves at great risk.

In 2017 the traffic management plan worked well, but it does not take much for it to go wrong, even with less day visitors. Whilst the organisers have put in some additional control measures to compensate for the increased attendance which is welcomed, they cannot control everything. Should an external incident on the road network occur, or people waiting for taxis decide the wait is too long and jump the barriers to meet a taxi outside of the event or try to walk home, the road network will block. Some contingency plans are in place, but once a large volume of people get on the public highway the plan will fail, and take a long time to get under control.

I believe the extra 5,000 day visitors is too many, and an increase should be phased in if necessary, rather than go up so much. This is particularly an issue with the granting of a permanent license, as any issues arising from the 2018 event concerning the number of attendees will need to be revised in future events. I also believe a condition should be applied whereby the number of day visitors and campers are kept separate, so as to not allow the number of day visitors to increase if all the camping tickets are not sold.

We R Festival has been a success and has continued to grow year on year. However there comes a point when a site can only accommodate so many people safely, and the road network surrounding this event and site access and egress means the risk to public safety is increased if the number of day visitors continues to rise.

Yours faithfully

Trevor Meers

From: powisdaggers [mailto: [REDACTED]]
Sent: 16 January 2018 23:36
To: Licensing; [REDACTED]
Subject: Objection to the We Are Festival 2018

To Paul Campbell,

Russell & Barbara Powis
1, Evansdale,
Rainham. Essex
Rm138jr 8JR

16th January 2018

Ref: PPC/019819

I am objecting on the grounds of Public Nuisance. This is due to loud music of the festival continuing until 00.30.

Last year loud music was still heard until past this time. I live over 3 MILES away from Damyns Hall Aerodrome. Sleep was impossible as it was a hot weekend and the windows needed to be open.

I and others have to work weekends in the area, I also have to get up at 5am.

To say music can continue until 00.30 hours inside the venue is not acceptable. How can amplified music in a tent be classed as inside.

I am on the committee of Cambridge Rock Festival which runs every summer, and the local council there impose a 11pm curfew of all music. This is adhered too rigidly. I am not against any festival but 11pm is late enough so the public can sleep. If 11pm music curfew was imposed this would reduce the public Nuisance.

Regards

Russell Powis
[REDACTED]

From: powisdaggers [mailto: [REDACTED]]
Sent: 16 January 2018 23:36
To: Licensing; [REDACTED]
Subject: Objection to the We Are Festival 2018

To Paul Campbell,

Russell & Barbara Powis
1, Evansdale,
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Regards

Russell Powis
[REDACTED]

Licensing Act 2003 Responsible Authority representation

This representation is made by a responsible Authority for the London Borough of Havering concerning an application for a temporary event notice for the premises as detailed below.

Premises Name and address:

We Are Festival, Damyns Hall Aerodrome, Aveley Road, Upminster, RM14 2TN

Your Name: Peter Scott / Andrew Bourlet

Organisation name/name of body you represent: London Borough of Havering - Food Safety Division

Your Address: C/O, Town Hall, Main Road, Romford, Essex, RM1 3BD

Email: peter.scott@havering.gov.uk

andy.bourlet@havering.gov.uk & environmental.health@havering.gov.uk

Contact telephone number: 01708 432784 /432949 (Gen: 01708 43277)

Summary of Objection: Objection to an application for a new premises licence based upon the Public Safety licensing Objective unless the following conditions are implemented.

Policy Considerations

Not Applicable

Representation

I wish to make representation as a Responsible Authority under the Public Safety licensing Objective.

Application

We seek a recurring condition to help ensure that those attending the events are exposed to the lowest risk of food-borne illness which can reasonably be expected. We seek to hold the license holder responsible to:

1. Set minimum food safety standards for food (including drink) businesses as a condition of allowing them to enter into a contract to trade during the event. In addition to this no contractor with a Food Hygiene Rating of less than 3 should be allowed to trade at the event.
2. Make it a condition of a contract to trade during the event that any failure to achieve or maintain the standard may result in the immediate removal of the right to trade.
3. Have at least one person onsite during trading hours who has the knowledge and authority to remove the right to trade immediately.
4. Check each food business for compliance with legal food safety standards prior to allowing each to trade at the start of the event. This check must be made by a person holding a current competency under the Qualifications and Competencies requirements for Authorised Officers under the Food Standards Agency's Food Law Code of Practice, e.g. an Environmental Health Practitioner with appropriate experience. A record of each check to be kept during the event and kept for 6 months after the event and made available for inspection by this authority.
5. Check each food business for compliance with legal food safety standards within two hours of the start of each subsequent trading period for the duration of the

event. This check must be made by a person having a sufficient knowledge of food safety to use a checklist provided by a suitably qualified Environmental Health Practitioner.

6. Keep records of the checks made and make them available to the Local Authority on request
7. Provide safe potable water supplies for the sole use of food businesses, maintained in a clean condition
8. Provide W.C.s for the sole use of food businesses, maintained in a clean condition at a ratio of at least one per 20 employees engaged in food preparation, food handling and or service.
9. Provide hand washing facilities with hot and cold running water and hand drying facilities within, or close to, dedicated W.C.s for the sole use of food businesses, maintained in a clean condition,
10. Set a cleaning regime for the facilities and check them against the regime every two hours for cleanliness, cleaning as necessary. Facilities should also be cleaned at the end of trading each day and checked in advance of food businesses opening for trading at the beginning of the day.

Complaint and Inspection History (if applicable)

Feedback from the 2017 event

We were concerned that three of the food stalls were not on the confirmed list given in advance to the food safety team. The Havering Environmental Health Officer present at the event said that at one time the organisers should have considered closing down two of the stalls due to concerns over food safety but the absence of a key catering concession manager, with no clear deputy, prevented this.

All responsibility for vetting food concessions prior to the event was given to the London Borough of Havering - Food Safety Division, causing a loss of resource to deal with food safety concerns unconnected to the event.

Other documents attached

None attached

Signed



Dated 17th January 2018

London Borough of Havering
Town Hall
Main Road
Romford
RM1 3BB

t 01708 432440
e schemes@haverling.gov.uk

Licensing Section
London Borough of Havering

Dear Sir or Madam

Date 18th January 2018

RE: WeAre Festival 2018 – objections to license application

Relevant licensing objective – PUBLIC SAFETY

Although the WeAre event for 2017 was generally considered to be successful in traffic terms, there are concerns that a further increase in numbers could have an adverse effect on traffic in the area.

The existing traffic management measures are generally considered to have worked well for 2017, when the weather was good and there were no traffic incidents in the immediate area of the site, which could gridlock the area.

There are concerns over the increase in day ticket attendees being dropped off and picked up from the site and the effects that wet weather would have on the increased number of vehicles.

Further to this, both Little Gerpins Lane and Sunnings Lane will be closed to through vehicular traffic, to limit the ongoing problem with flying tipping in the area. This will mean that if there is an incident within the event traffic controlled area, there will be reduced options to divert traffic away from the site or passed a blocked road.

In respect of the proposed later finish of the event, it is suggested that there will be fewer unrelated festival vehicles using the rural or semi-rural roads at the proposed finish time, which may tempt drivers to exceed the speed limit, on roads with have very sporadic and limited street lighting.

Due the width, curvature of the road and the height of the road side vegetation at the time of the year, it is recommended that a 20mph speed limit be implemented for the duration of the event in Pea Lane and that the event organisers ask the land owners in the area to undertake some verge and hedgerow management prior to the event taking place.

With the proposed increase in numbers of attendees to the event, it is also recommended that the extent of the road recorded on London Works, as being effected by the event, be increased to roads leading off of and including the A127 and the A1306.

Yours faithfully



Iain Hardy
Technical Officer, Street Management (Schemes)



Havering
L O N D O N B O R O U G H

Representation from
Responsible Authorities



London Borough of Havering
Licensing Department
Mercury House
Mercury Gardens
Romford
Essex
RM1 3SL

London Fire and Emergency Planning
Authority runs the London Fire Brigade

Date 16 January 2018
Our Ref 15/205982

Dear Sir/Madam

LICENSING ACT 2003

Premises: We Are Festival, Damyns Hall Aerodrome, Aveley road, Upminster, RM14 2TN.

With reference to the application dated 21 December 2017, the application has been examined and **the Fire Authority want to make a representation** to the Licensing Authority in relation to this application.

The applicant has been informed that the Fire Authority will be making a representation to the Licensing Authority.

The items that are of concern to this authority are detailed on the attached schedule.

Please advise me, at your earliest convenience, of the date and time of the Licensing Committee Hearing.

Should these matters be resolved to the satisfaction of this Authority at least 2 days prior to the Licensing Committee Hearing the representation will be withdrawn.

Any queries regarding this letter should be addressed to the person named below. If you are dissatisfied in any way with the response given, please ask to speak to the Team Leader quoting our reference.

Yours faithfully,

for Assistant Commissioner (Fire Safety)

Directorate of Operations
FSR-AdminSupport@london-fire.gov.uk

Reply to D Hallam
Direct T 020 8555 1200extn 52100

Our Ref.
15/205982

Your Ref.

SCHEDULE

Sheet 1 of 3

Schedule referred to in the letter reference 15/205982 under the Licensing Act 2003, issued by the London Fire and Emergency Planning Authority on 16 January 2018.

Where appropriate, a plan may form part of this Schedule to illustrate the steps which, in the opinion of the fire authority, need to be taken in order to promote the public safety objective.

NOTE : Notwithstanding any consultation undertaken by the fire authority, **before** you make any alterations to the workplace, **you** must apply for local authority building control department approval (and/or the approval of any other bodies having a statutory interest in the premises) if their permission is required for those alterations to be made.

Licensing Objective not adequately addressed	Location and detail of matters which are considered to put people at risk in the event of a fire emergency	Steps considered necessary to promote the public safety licensing objective
Public Safety	No details of the on site fire team(s) have been provided within section 2.2.3 of the Event Safety Management Plan which accompanied the application.	Provide details of the onsite fire teams(s) and any equipment/appliances provided for use by the fire team(s).
Public Safety	No details of the campsite fire safety arrangements have been provided within sections 3.6.2 and 19 of the Event Safety Management Plan which accompanied the application.	<p>Provide details of the campsite fire safety arrangements including occupancy figures, fire risk assessment, camping layout, fire lanes, lookout towers and expected number of tents /campers within each designated area.</p> <p>See additional comments below:-</p> <p>2017 was the first year that camping for festival users was allowed. The recognised guidance for these types of events is the Health Safety & Welfare at Music and Other Events (The Purple Guide). Following discussions last year with the "We Are" team, an agreed camping layout plan was provided following the principles laid down within the guide. This showed an agreed pitch size and tent location adopting the principal that no tent was pitched closer than 1.6m from a neighbouring tent. A campsite inspection was carried out by the Fire Service during the event. The camping</p>

		<p>layout found was not in accordance with that previously agreed. Tents were pitched too close together with the pitch markings being generally ignored. The campsite fire lanes were however being kept clear. Campsite users were questioned as to what direction they had been given in pitching tents and it appeared that the guidance was very limited. There were also a high number of large tents which far exceeded the pitch size agreed.</p> <p>The main concern with the free flow camping approach that was found in 2017 is that if a fire were to occur there is a high possibility of the fire spreading to adjoining tents. Campsite users at this type of event are vulnerable persons and need protecting from such a fire event. For some this may be their first time camping and most will not be familiar with their surroundings, they may also be suffering the effects of alcohol. Their reactions in an emergency situation are likely to be less effective than they would be in a familiar environment.</p> <p>A “free for all” camping approach with all available space being taken up by tents goes against the principles within the Purple Guide and general fire safety principles. This will place festival campers at great risk if a fire were to occur.</p> <p>The application this year is for a full ongoing premises licence. If a safe camping environment is to be provided for this and future years events, then a fully controlled camping regime is required, with campsite wardens directing where to pitch tents and ensuring that adequate fire breaks (minimum 1.6m) are provided between each tent.</p>
Public Safety	No details of the premises capacity assessments have been provided within section 10.2 of the Event Safety Management Plan which accompanied the application.	Provide details of the capacity assessments and associated exit widths available for each tent/structure/area.
Public Safety	No special effect details have been provided within section 14 of the Event Safety Management Plan which accompanied the application.	Details and risk assessments for any pyrotechnic or other display are to be provided.
Public Safety	No Fire Safety management plan has been provided within Appendix I of the Event Safety Management Plan which accompanied the application.	Provide a fire safety management plan.
Public Safety	No campsite emergency procedures have been provided within section Appendix 6	Provide the campsite emergency procedures.

	(Campsite Crowd Management Plan) of the Event Safety Management Plan which accompanied the application.	
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Data Protection Act 1998: The information you have given on this form will be processed by London Fire Emergency Planning Authority for the purpose of **fire and emergency planning and control**. We will keep your details secure and will not disclose them to other organisations or third parties (except contractors or suppliers working on our behalf) without your permission unless we are legally required to do so.

For more information about how we use your personal information, see our notification entry (Z7122455) www.informationcommissioner.gov.uk or visit: www.london-fire.gov.uk

Licensing Act 2003 Responsible Authority representation

This representation is made by a responsible Authority for the London Borough of Havering concerning an application for a temporary event notice for the premises as detailed below.

Premises Name and address: We Are Festival. Damyns Hall Aerodrome, Aveley Road, Upminster, RM14 2TN

Your Name: Paul Campbell

Organisation name/name of body you represent: London Borough of Havering/Licensing

Your Address: C/O, Town Hall, Main Road, Romford, Essex, RM1 3BD

Email: paul.campbell@havering.gov.uk

Contact telephone number: 01708 432777

Summary of Objection: Objection to an application for a new premises licence based upon the four licensing Objectives.

Policy Considerations

6.0 Licensing Hours

Licensing Policy 7

When dealing with new and variation applications the Licensing Authority will give more favourable consideration to applications with the following closing times:

Public Houses and Bars	23:00 hours-Sunday to Thursday Midnight –Friday and Saturday
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Nightclubs	01:00 hours Sunday to Thursday 02:00 hours Friday and Saturday
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Restaurants and Cafes	23:00 hours Sunday to Thursday Midnight- Friday and Saturday
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Off licences	23:00 Monday to Sundays
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Hot food and drink supplied by takeaways, fast food premises	Midnight- Sunday to Thursdays 01:00 Friday and Saturday
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Consideration will also be given to the type of area that the premises is located in with regulated activities normally being permitted until

23.30 in residential areas and
00.30 in mixed use areas.

These hours are not pre-determined and each application will be considered on its merits.

6.3 Applicants who wish to provide licensable activities outside the hours specified above should ensure that the operating schedule specifies detailed measures to militate against crime, disorder and public nuisance taking into account:

- The location of the premises and the character of the area in which they are situated
- The proposed hours during which licensable activities will take place
- The adequacy of the applicant's proposals to prevent crime and disorder and prevent public nuisance
- Whether customers have access to public transport when arriving at or leaving the premises

The proximity of the premises to other licensed premises in the vicinity and the hours of operation of those other premises policies and proposals for the orderly dispersal of customers

Noise

Licensing Policy 14

The Licensing Authority is committed to protecting the amenity of residents and businesses in the vicinity of licenced premises, particularly when late hours have been sought. Where relevant representations are received, the Licensing Authority will impose appropriate restrictions or controls on the licence to support the prevention of undue noise disturbance from licensed premises..

7.9 The changing nature of the town centres in Havering with increased residential use alongside commercial premises has led to increased noise complaints. The Licensing Authority will seek to balance the protection of residents from undue disturbance against noise and the activity that is the natural by-product of people going about their business, entertainment or leisure.

7.10 The Licensing Authority expects that premises intended for the provision of noise-generating licensable activities are acoustically controlled and engineered to a degree where the noise from the premises when compared to the ambient noise level will not cause undue disturbance. The Licensing Authority recognises specific difficulties associated with other premises structurally linked to would be licensed premises and the limit of sound insulation performance that can be achieved. In some circumstances licensed premises adjoining residential properties may not be appropriate.

Representation

I wish to make representation as a Responsible Authority under all four of the licensing objectives.

Application

The applicant as stated has previously had five single year licenses for the We Are Festival in 2013, 2014, 2015, 2016, 2017 these applications and licenses were similar but not the same as the permanent licence being applied for in this application. (a copy of the previous licenses are attached to my representation to assist the Sub-Committee)

In 2013 it was for a two day event finishing in the early hours of the second day (music 11:00 to 02:30 alcohol 11:00 to 02:00) and was for 14,999 people.

There was noise complaints about this event but at that time were not recorded by the licensing section so no accurate figure can be given.

In 2014 it was a three day event finishing in the early hours of the third day (Music 09:00 to 00:30, alcohol 09:00 to 00:00) and was for 14,999 people.

Following the festival the Licensing Authority received 56 complaints mainly about noise nuisance from the areas of Upminster, Hornchurch, Cranham, Thurrock, and Aveley. These complaints do not include any made directly to the Licence Holder/Event.

In 2015 it was a three day event finishing in the early hours of the third day (Music 10:00 to 00:30, alcohol 10:30 to 00:00) and was for 24,999 people.

Following the festival the Licensing Authority received 18 complaints mainly about noise nuisance from the areas of Upminster, Hornchurch and Aveley. These complaints do not include any made directly to the Licence Holder/Event.

In 2016 it was a three day event finishing in the early hours of the third day (Music 10:00 to 00:30, alcohol 10:30 to 00:00) and was for 24,999 people.

Following the festival the Licensing Authority received 18 complaints mainly about noise nuisance from the areas of Upminster, Hornchurch, Rainham and Bexley in Kent. These complaints do not include any made directly to the Licence Holder/Event.

In 2017 it was a four day event finishing in the early hours of the fourth day (Audible Music 10:00 to 00:30, Silent Disco for campsite finish time of 03:00 alcohol 10:30 to 00:30 campsite had a later finish time) and was for 29,000 people Plus Staff and contractors.

Following the festival the Licensing Authority received 21 complaints mainly about noise nuisance from the areas of Upminster, Hornchurch, Rainham and Aveley. These complaints do not include any made directly to the Licence Holder/Event.

This application is for 39,999 people (this includes staff and artists) for a four day period of time and going to a later time for audible music, these points alone will cause additional noise and cause public nuisance.

The application for a permanent licence is for a four day event finishing in the early hours of the fourth day the live and recorded music (audible music) hours requested being

Friday 14:00 to 03:00 (Saturday)

Saturday 10:00 to 03:00 (Sunday)

Sunday 10:00 to 01:30 (Monday)

This is 45 hours 30 minutes of loud music in a 59 hour 30 minute period of time.

The London Borough of Havering Licensing Policy 6.0 Licensing Policy Details above) outline hours that would be given more favourable consideration, the hours applied for are outside of these times.

Considering the area which has been effected by noise nuisance following complaints received from previous years We Are Festivals, the application for a 03:00 finish for music on two consecutive nights and 01:30 on the third should a licence be granted is unreasonable will amount to a Public Nuisance, it may disturb people and children's sleep and the effect is prejudicial to their health.

Licensing Policy 6.3 (above) mentions

“6.3 Applicants who wish to provide licensable activities outside the hours specified above should ensure that the operating schedule specifies detailed measures to militate against crime, disorder and public nuisance taking into account:

- The location of the premises and the character of the area in which they are situated*
- The proposed hours during which licensable activities will take place*
- The adequacy of the applicant’s proposals to prevent crime and disorder and prevent public nuisance*
- Whether customers have access to public transport when arriving at or leaving the premises*

The proximity of the premises to other licensed premises in the vicinity and the hours of operation of those other premises policies and proposals for the orderly dispersal of customers”.

- The Location of the premises with the volume of the music at this type of festival the vicinity could be construed as the area that has been previously effected by past years festivals.
- The hours being applied for are outside of any hours in Havering’s Licensing policy and are past 23:00 where entertainment is not deregulated for smaller venues and the Government require a licence to be in place to help prevent public nuisance.
- The proposal to prevent public nuisance in the application is for the outside stages to finish at 23:00, the music will continue inside marquees this will offer little or no sound reduction or noise escape.
- At 03:00 the public leaving the site will have little public transport to continue their onward journeys once they have left the site by the supplied festival transport.

I have attached to my representation an extract from the Licensing Act Guidance (section 182) which relates to public nuisance to assist the Sub-Committee and states that Public Nuisance is not narrowly defined in the Licensing Act 2003 and retains its broad common law meaning.

This application is for “On one occasion of four consecutive days (Friday to Monday inclusive) per year between 1st May and 30th September annually) if the event takes place on a non-Bank Holiday weekend it will add to the public nuisance.

The hours of music going to 01:30 on a Monday morning which if a normal work day when people are going to work on that same day will cause problems.

The Government has deregulated the licence requirement for music for smaller audiences (up to 500 people) with no licence required between the hours of 08:00 and 23:00. The Section 182 guidance states that

“2.19 Where applications have given rise to representations, any appropriate conditions should normally focus on the most sensitive periods. For example, the most sensitive period for people being disturbed by unreasonably loud music is at night and into the early morning when residents in adjacent properties may be attempting to go to sleep or are sleeping. This is why there is still a need for a licence for performances of live music between 11 pm and 8 am. In certain circumstances, conditions relating to noise emanating from the premises may also be appropriate to address any disturbance anticipated as customers enter and leave.”

Music until 03:00 and then several thousand people leaving the venue at any hour and deposited at various points (mainly Upminster) by the organised transport will cause a Public Nuisance, this disturbance is multiplied when it is late night or the early hours of the morning.

The application states that the open air stages will finish no later than 23:00 music will then be played in marquees which offer little or no noise reduction

For these reasons if a licence is granted I believe the terminal hour for each day should be 23:00

This will give persons attending the festival 9 hours of musical entertainment on the Friday, 13 hours musical entertainment on the Saturday and

13 hours musical entertainment on the Sunday,

Egress from the site would be at an earlier time and cause less Public Nuisance

Any nuisance will then not last for most of the night and effect residents in the vicinity.

Other large capacity venues which are situated near public such as Hyde Park, Finsbury Park and Victoria Park all have a 23:00 or earlier finish time for music.

The licence holder on previous years has operated a staggered finish with some stages closing and others remaining open, if this took place with the finish time being earlier the public nuisance would be reduced as some people would be leaving the venue at a time is more acceptable to residents normal way of life and sleep patterns.

This application is for a permanent licence and once granted the licence can be transferred to another person or organisation. The Responsible Authorities have a good working relationship with lime Green Events but any licence issued should have robust conditions so that any future licence holder will have to maintain a high standard of operation.

Conditions on licence

If a licence is granted the Licensing Authority as a Responsible Authority would chose to have the following items placed as conditions on the Premises licence

- Licence to be used for a maximum of 4 event days per calendar year, which must be consecutive and include a Saturday. Mondays may only be event days on a bank holiday.
- The licence will be limited to maximum of 4 event days in any calendar year.
- Event dates to be agreed by the LA and Ra's and once agreed publicised at least 6 months prior to the event.
- Unless otherwise agreed with the licensing authority ,the total number of people to be accommodated for the purposes of this licence ,in any event site at any one time shall not be more than xxxxx (this figure must also include security, staff, catering concession staff, performers and employees.)
- Upon request, authorised Enforcement officers of the responsible authorities on duty in that capacity of licensing authority ,environmental health team, metropolitan police service and the London fire brigade, must be provided with security passes for full and free access at all times to each and every part of the licensed area.
- A complaints book or electronic record will be held on the premise to record details of any complaints received through the dedicated noise line and the action taken. The information is to include where disclosed, the complainants name, location, date time and subsequent remedial action undertaken. This record must be available at all times during the event for inspection by council officers of the initial record. Records must be submitted to the licensing team with a final log within a further 7 days

- The Premises Licence Holder shall appoint suitably competent persons who shall prepare and implement the plans included in the EMP
- An initial Event Management Plan (EMP) (first draft) shall be made available to the Licensing Authority at least 180 days prior to the commencement of the event period that will include any additional information or improvements identified and agreed from the previous event's multi agency debrief. A second draft of the plans shall be made available to the LA at least 90 days before the event period. The EMP shall be made up of the following documentation as a minimum and details of any other arrangements relevant to the event:
- A final EMP shall be made available to the LA and RA's no less than 30 days before the start of the event period. The contents of the EMP shall be fully complied with each year which shall convert to a condition of the licence on receipt of the approval in writing from the LA.
- All sales of alcohol and drinks shall be provided in polycarbonate or similar non glass drinking vessels. All glass bottled drinks shall be decanted at point of sale.
- A debrief meeting will be undertaken with the Sag within 3 months of the event.
- The premise licence holder will set up publicised meeting each year with local residents at least one month prior to the event to discuss plans for the event and to receive resident's representations.
- The event is an over 18 only
- An Event Management Plan will be produced as a condition of the licence it will include as a minimum the following items.
 - Drug and Alcohol policy
 - Campsite management plan
 - Command, control and communications plan
 - Crime prevention/reduction plan
 - Crowd dynamics plan
 - Fire safety management plan
 - Health and safety risk assessments
 - Major incident plan
 - Medical and welfare plan
 - Noise management plan
 - Production schedule
 - Sanitary facilities plan
 - Security and stewarding operational plan
 - Site plan
 - Ticket and entry policy
 - Trader information and management plan
 - Traffic management plan
 - Waste plan
 - Water supply plan
 - Public safety management plan
 - Schedule of key dates
 - Wet weather plan

Complaint and Inspection History (if applicable)

Other documents attached

1. Extract from Licensing Act 2003 Guidance
2. Premises Licence 2013
3. Premises Licence 2014
4. Premises Licence 2015
5. Premises Licence 2016
6. Premises Licence 2017

Signed

dated

Each application on its own merits

1.17 Each application must be considered on its own merits and in accordance with the licensing authority's statement of licensing policy; for example, if the application falls within the scope of a cumulative impact policy. Conditions attached to licences and certificates must be tailored to the individual type, location and characteristics of the premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions. Standardised conditions should be avoided and indeed may be unlawful where they cannot be shown to be appropriate for the promotion of the licensing objectives in an individual case.

Public nuisance

2.15 The 2003 Act enables licensing authorities and responsible authorities, through representations, to consider what constitutes public nuisance and what is appropriate to prevent it in terms of conditions attached to specific premises licences and club premises certificates. It is therefore important that in considering the promotion of this licensing objective, licensing authorities and responsible authorities focus on the effect of the licensable activities at the specific premises on persons living and working (including those carrying on business) in the area around the premises which may be disproportionate and unreasonable. The issues will mainly concern noise nuisance, light pollution, noxious smells and litter.

2.16 Public nuisance is given a statutory meaning in many pieces of legislation. It is however not narrowly defined in the 2003 Act and retains its broad common law meaning. It may include in appropriate circumstances the reduction of the living and working amenity and environment of other persons living and working in the area of the licensed premises. Public nuisance may also arise as a result of the adverse effects of artificial light, dust, odour and insects or where its effect is prejudicial to health.

2.17 Conditions relating to noise nuisance will usually concern steps appropriate to control the levels of noise emanating from premises. This might be achieved by a simple measure such as ensuring that doors and windows are kept closed after a particular time, or persons are not permitted in garden areas of the premises after a certain time. More sophisticated measures like the installation of acoustic curtains or rubber speaker mounts to mitigate sound escape from the premises may be appropriate. However, conditions in relation to live or recorded music may not be enforceable in circumstances where the entertainment activity itself is not licensable (see chapter 16). Any conditions appropriate to promote the prevention of public nuisance should be tailored to the type, nature and characteristics of the specific premises and its licensable activities. Licensing authorities should avoid inappropriate or disproportionate measures that could deter events that are valuable to the community, such as live music. Noise limiters, for example, are expensive to purchase and install and are likely to be a considerable burden for smaller venues.

2.18 As with all conditions, those relating to noise nuisance may not be appropriate in certain circumstances where provisions in other legislation adequately protect those living in the area of the premises. But as stated earlier in this Guidance, the approach of licensing authorities and responsible authorities should be one of prevention and when their powers are engaged, licensing authorities should be aware of the fact that other legislation may not adequately cover concerns raised in relevant representations and additional conditions may be appropriate.

2.19 Where applications have given rise to representations, any appropriate conditions should normally focus on the most sensitive periods. For example, the most sensitive period for people being disturbed by unreasonably loud music is at night and into the early morning when residents in adjacent properties may be attempting to go to sleep or are sleeping. This is why there is still a need for a licence for performances of live music between 11 pm and 8 am. In certain circumstances, conditions relating to noise emanating from the premises may also be appropriate to address any disturbance anticipated as customers enter and leave.

2.20 Measures to control light pollution will also require careful thought. Bright lighting outside premises which is considered appropriate to prevent crime and disorder may itself give rise to light pollution for some neighbours. Applicants, licensing authorities and responsible authorities will need to balance these issues.

2.21 Beyond the immediate area surrounding the premises, these are matters for the personal responsibility of individuals under the law. An individual who engages in anti-social behaviour is accountable in their own right. However, it would be perfectly reasonable for a licensing authority to impose a condition, following relevant representations, that requires the licence holder or club to place signs at the exits from the building encouraging patrons to be quiet until they leave the area, or that, if they wish to smoke, to do so at designated places on the premises instead of outside, and to respect the rights of people living nearby to a peaceful night.

Licensing hours

14.44 With regard to licensing hours, the Government acknowledges that different licensing approaches may be appropriate for the promotion of the licensing objectives in different areas. The 2003 Act gives the licensing authority power to make decisions regarding licensed opening hours as part of the implementation of its licensing policy statement and licensing authorities are best placed to make such decisions based on their local knowledge and in consultation with other responsible authorities. However, licensing authorities must always consider each application and must not impose predetermined licensed opening hours, without giving individual consideration to the merits of each application.

14.45 Statements of licensing policy should set out the licensing authority's approach regarding licensed opening hours and the strategy it considers appropriate for the promotion of the licensing objectives in its area. The statement of licensing policy should emphasise the consideration which will be given to the individual merits of an application. The Government recognises that licensed premises make an important contribution to our local communities, and has given councils a range of tools to effectively manage the different pressures that licensed premises can bring. In determining appropriate strategies around licensed opening hours, licensing authorities cannot seek to restrict the activities of licensed premises where it is not appropriate for the promotion of the licensing objectives to do so.

2



Havering

LONDON BOROUGH

Premises licence number

011948

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

**Damyns Hall Aerodrome
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

25/05/2013 – 26/05/2013

Licensable activities authorised by the licence

**Films, Live Music, Recorded Music, Performances of Dance,
Facility for making music, Facilities for dancing,
Late Night Refreshment, Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

**Films, Live Music, Recorded Music, Performances of Dance,
Facility for making music, Facilities for dancing**

11.00 to 02.30

Late Night Refreshment

23.00 to 02.30

Supply of Alcohol

11.00 to 02.00

The opening hours of the premises

11.00 to 02.30

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On Supply Only

Part 2

1 of 5

Signed
Paul Campbell, Licensing Officer

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Lime Green Events Ltd
65A Station Road, Upminster, RM14 2 SU
01708 223158 – reece@wearefstvl.com

Registered number of holder, for example company number, charity number (where applicable)

8206488

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

Melanie Jayne Wilds
121 Fyfield Road, Walthamstow, E17 3RE

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

London Borough of Waltham Forrest – Z01N1049BL/1

Mandatory Conditions

1. No supply of alcohol may be made under the Premises Licence;
 - (a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or
 - (b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.
3.
 - (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
 - (2) In this paragraph, an irresponsible promotion means any one or more of the following : activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children–
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to–
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

- (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
 - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—
 - (i) the outcome of a race, competition or other event or process, or
 - (ii) the likelihood of anything occurring or not occurring;
 - (e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
4. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
 5. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
 6. The responsible person shall ensure that—
 - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
 - (b) customers are made aware of the availability of these measures.
 7. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
 (2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.
 8. Where a programme includes a film in the 12A, 15 or 18 category no person appearing to be under the age of 12 (and unaccompanied in that case), 15 or 18 as appropriate shall be admitted to any part of the programme; and the licence holder shall display in a conspicuous position a notice in the following terms –
PERSONS UNDER THE AGE OF [INSERT APPROPRIATE AGE] CANNOT BE ADMITTED TO ANY PART OF THE PROGRAMME.
 Where films of different categories form part of the same programme, the notice shall refer to the oldest age restriction.
 This condition does not apply to members of staff under the relevant age while on duty provided that the prior written consent of the person's parents or legal guardian has first been obtained.

3 of 5

Signed
 Paul Campbell, Licensing Officer

9. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.

Annex 2 – Conditions consistent with the operating schedule

The licence holder will liaise with Havering council and emergency services throughout the planning process to ensure a joined up approach to multi agency working.

The licence holder will operate an emergency liaison team on site. This will consist of key people within the event including first aid, police, security, event managers, health and safety. This team will meet at regular intervals to review the event and make any changes needed.

The licence holder will employ specialist security contractors to work on the event.

There will be a full search at all entry gates to include metal arches, bag searches and pat downs.

The event will have clear conditions of entry – No glass bottles, no alcohol to be brought onto site, no illegal drugs, no weapons of any kind, antisocial behaviour will not be tolerated, organisers reserve the right to refuse admission.

No bands or artists will be booked that will be anticipated to attract anti-social elements to the event and form 696 will be filled out for all artists at the event.

Within the event there will be static and roaming security as well as perimeter security.

Shuttle busses will be provided to take people to and from the train stations to avoid dwell time in the local area.

Site maps will be gridded with clear RV points to allow speedy access for emergency vehicles or location of casualties if needed.

There will be a welfare/chill out space on the site and a vulnerable persons policy will be in place for those who may need assistance.

The site is to be designed to ensure it does not present hazards to those attending. These measures will include but not limited to regular waste disposal, fire provision in place, trip hazard avoided, sound levels kept to safe levels, site designed to avoid pinch points, roaming and static security.

The licence holder will work closely with technical suppliers to minimise disruption to local residents from the festival and will ensure that the event production schedule specifies deliveries/collections from the site between 8am and 8pm where possible.

A noise management plan is to be prepared by specialist contractor Vanguardia as part of the event management plan.

Programming and placement of sound sources will be undertaken with consideration for residents in the vicinity of the event.

Sound systems will be selected for ability to create focused sound with minimum bleed.

Outdoor music will finish at 23.00hrs marquees operating after this time will be positioned to ensure minimum sound bleed and will have acoustic screening around the rear.

A robust traffic plan to be in place for the event and onsite parking will be managed by specialist contractors.

A direct hotline to the site management team will be in operation from 08.00 to 21.00 for the duration of the set up and breakdown of the event and until 03.00 on the day of the event.

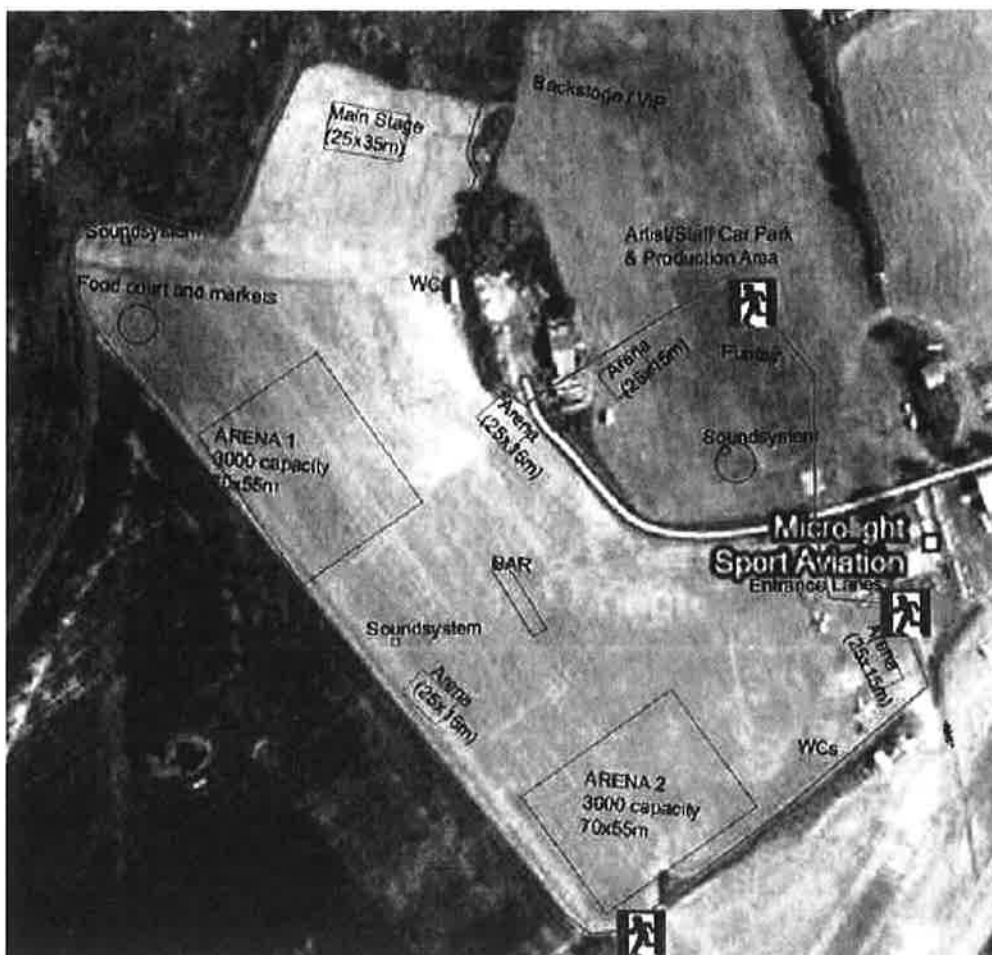
This is an over 18 event, this will be advertised in advance.

Annex 3 – Conditions attached after a hearing by the Licensing Authority
Hearing on 1/10/12

The event management plan shall be adhered to in full.

Annex 4 – Plans

Full Plans held by the London Borough of Havering licensing section
Plans shown are not to scale.



5 of 5

Signed
Paul Campbell, Licensing Officer



Part B

Premises licence summary

Premises licence number

011948

Premises details

Postal address of premises, if any, or if none, ordnance survey map reference or description

**Damyns Hall Aerodrome
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

25/05/2013 – 26/05/2013

Licensable activities authorised by the licence

**Films, Live Music, Recorded Music, Performances of Dance,
Facility for making music, Facilities for dancing,
Late Night Refreshment, Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

**Films, Live Music, Recorded Music, Performances of Dance,
Facility for making music, Facilities for dancing**

11.00 to 02.30

Late Night Refreshment

23.00 to 02.30

Supply of Alcohol

11.00 to 02.00

The opening hours of the premises

11.00 to 02.30

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On Supply Only

1 of 2

Signed

Paul Campbell, Licensing Officer

Name, (registered) address of holder of premises licence

**Lime Green Events Ltd
65A Station Road, Upminster, RM14 2 SU**

Registered number of holder, for example company number, charity number (where applicable)

8206488

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Melanie Jayne Wilds

State whether access to the premises by children is restricted or prohibited

Prohibited

2 of 2

3



Havering

LONDON BOROUGH

Premises licence number

012945

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

**Damyns Hall Aerodrome
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

24/05/2014 & 25/05/2014 Only

Licensable activities authorised by the licence

**Films, Live Music, Recorded Music, Performances of Dance,
Facility of making music, Facilities for dancing, Late Night Refreshment.
Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

**Films, Live Music, Recorded Music, Performances of Dance,
Facility of making music, Facilities for dancing.**

Saturday 24th & Sunday 25th May 2014 – 09.00 to 00.30

Late Night Refreshment.

Saturday 24th & Sunday 25th May 2014 – 23.00 to 00.30

Supply of Alcohol

Saturday 24th & Sunday 25th May 2014 – 10.30 to 00.00

The opening hours of the premises

Saturday 24th & Sunday 25th May 2014 – 08.00 to 02.00

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On Supply Only

Part 2

1 of 6

Signed
Paul Campbell, Licensing Specialist

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Lime Green Events Limited
65A Station Road, Upminster, RM14 2SU
01708 223159 – reece@wearefstvl.com

Registered number of holder, for example company number, charity number (where applicable)

08206488

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

Mark Allen
39 Cary Road London E11 3LG

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

London Borough Tower Hamlets - 16687

Mandatory Conditions

1. No supply of alcohol may be made under the Premises Licence;
 - (a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or
 - (b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.
3.
 - (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
 - (2) In this paragraph, an irresponsible promotion means any one or more of the following : activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

- (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
 - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—
 - (i) the outcome of a race, competition or other event or process, or
 - (ii) the likelihood of anything occurring or not occurring;
 - (e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
4. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
 5. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
 6. The responsible person shall ensure that—
 - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
 - (b) customers are made aware of the availability of these measures.
 7. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
 (2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.
 8. Where a programme includes a film in the 12A, 15 or 18 category no person appearing to be under the age of 12 (and unaccompanied in that case), 15 or 18 as appropriate shall be admitted to any part of the programme; and the licence holder shall display in a conspicuous position a notice in the following terms –
PERSONS UNDER THE AGE OF [INSERT APPROPRIATE AGE] CANNOT BE ADMITTED TO ANY PART OF THE PROGRAMME.
 Where films of different categories form part of the same programme, the notice shall refer to the oldest age restriction.

This condition does not apply to members of staff under the relevant age while on duty provided that the prior written consent of the person's parents or legal guardian has first been obtained.

3 of 6

Signed
 Paul Campbell, Licensing Specialist

9. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.

Annex 2 – Conditions consistent with the operating schedule

1. There will be a full search at all entry gates to include wandering, bag searches and pat downs.
2. Shuttle busses will take people from the train stations and key postcodes to avoid dwell time in the local area.
3. A full and concise traffic management plan which has been agreed by Havering SAG to be in place for the event.

Annex 3 – Conditions attached after a hearing by the Licensing Authority

1. The Sub-Committee noted that the additional condition suggested by the applicant. It was agreed that the conditions in annex 2 and 3 of the conditions granted in the licence for the 2013 event are adopted for the new licence. (conditions listed below)

The following additional conditions will apply to the event:

2. The licence authorises an event to take place on the Saturday, Sunday and Monday of the May Bank Holiday weekend 2014.
3. A draft Event Management Plan will be provided by the licence holder to the licensing authority, members of the Safety Advisory Group (SAG) and responsible authorities five months prior to the event.
4. The Event Management Plan will be subject to approval by the Safety Advisory Group at least six weeks prior to the event. Any changes to the Event Management Plan after this approval may only be made with the prior written approval of the licensing authority. The event may only proceed if there is an Event Management Plan in place approved by the SAG.
5. The final event management plan shall be adhered to in full by the premises.
6. A security Plan will be provided as part of the Event Management Plan.
7. A Noise Management Plan will be prepared by specialist acoustic consultants as part of the Event Management Plan.
8. Outdoor music will finish at 23:00 hours and marquees operating after this time will be positioned to ensure minimum sound bleed and will have acoustic screening around the rear.
9. A robust traffic management plan is to be in place for the event and onsite parking will be managed by specialist contractors.
10. A direct hotline to the site management team will be in operation from 08:00 – 21:00 hours for the duration of the set up and breakdown of the event and until 03:00 on each day of the event.
11. The applicant will convene a meeting with residents to discuss the Event Management Plan in February 2014, and again within one month of the SAG debrief following the event.

Annex 2 from the 2013 licence

The licence holder will liaise with Havering council and emergency services throughout the planning process to ensure a joined up approach to multi agency working.

The licence holder will operate an emergency liaison team on site. This will consist of key people within the event including first aid, police, security, event managers, health and safety. This team will meet at regular intervals to review the event and make any changes needed.

The licence holder will employ specialist security contractors to work on the event.

There will be a full search at all entry gates to include metal arches, bag searches and pat downs.

The event will have clear conditions of entry – No glass bottles, no alcohol to be brought onto site, no illegal drugs, no weapons of any kind, antisocial behaviour will not be tolerated, organisers reserve the right to refuse admission.

No bands or artists will be booked that will be anticipated to attract anti-social elements to the event and form 696 will be filled out for all artists at the event.

Within the event there will be static and roaming security as well as perimeter security.

Shuttle busses will be provided to take people to and from the train stations to avoid dwell time in the local area.

Site maps will be gridded with clear RV points to allow speedy access for emergency vehicles or location of casualties if needed.

There will be a welfare/chill out space on the site and a vulnerable persons policy will be in place for those who may need assistance.

The site is to be designed to ensure it does not present hazards to those attending. These measures will include but not limited to regular waste disposal, fire provision in place, trip hazard avoided, sound levels kept to safe levels, site designed to avoid pinch points, roaming and static security.

The licence holder will work closely with technical suppliers to minimise disruption to local residents from the festival and will ensure that the event production schedule specifies deliveries/collections from the site between 8am and 8pm where possible.

A noise management plan is to be prepared by specialist contractor Vanguardia as part of the event management plan.

Programming and placement of sound sources will be undertaken with consideration for residents in the vicinity of the event.

Sound systems will be selected for ability to create focused sound with minimum bleed.

Outdoor music will finish at 23.00hrs marquees operating after this time will be positioned to ensure minimum sound bleed and will have acoustic screening around the rear.

5 of 6

Signed
Paul Campbell, Licensing Specialist

A robust traffic plan to be in place for the event and onsite parking will be managed by specialist contractors.

A direct hotline to the site management team will be in operation from 08.00 to 21.00 for the duration of the set up and breakdown of the event and until 03.00 on the day of the event.

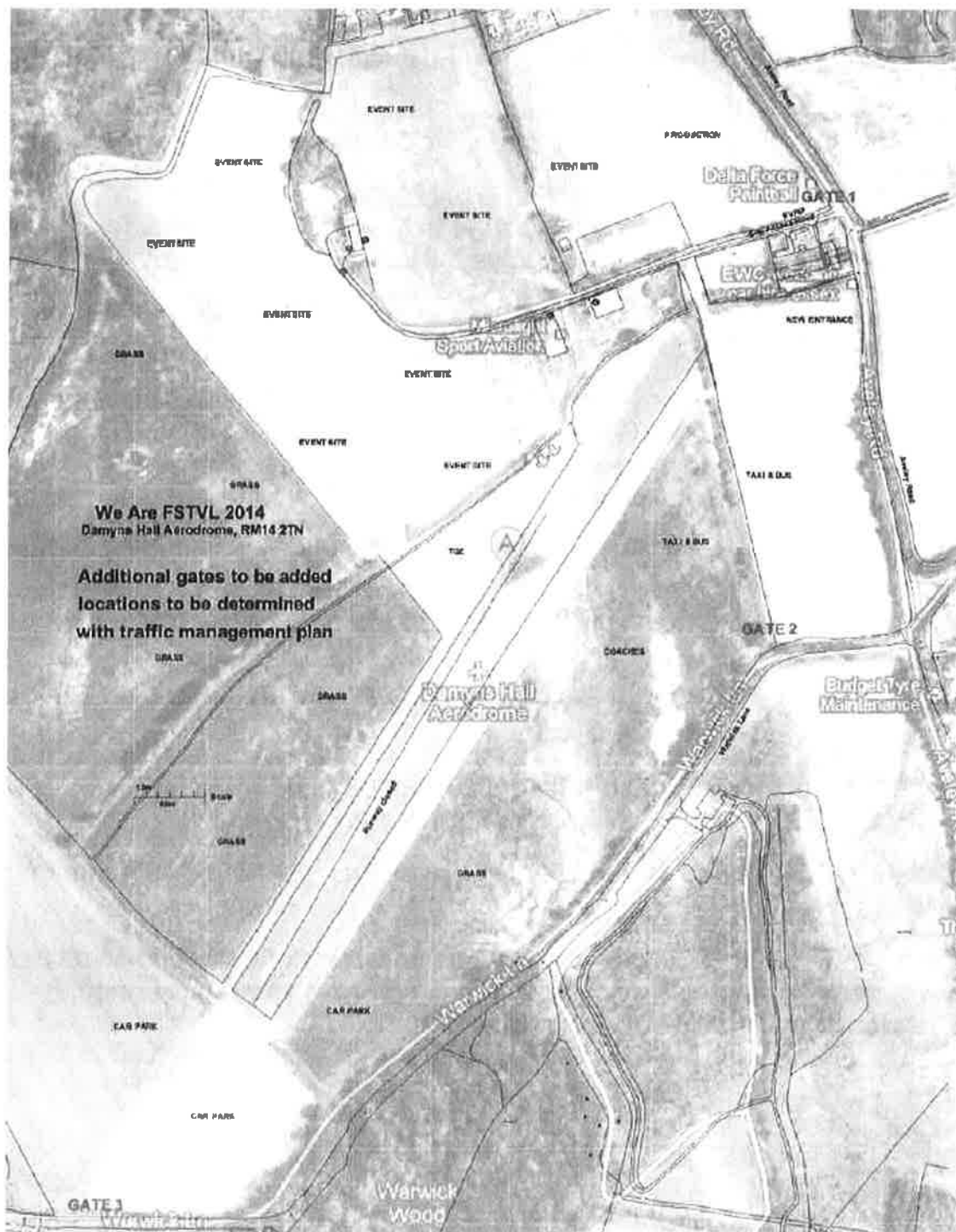
This is an over 18 event, this will be advertised in advance.

Annex 3 from the 2013 licence

The event management plan shall be adhered to in full.

Annex 4 – Plans

Plans shown are not to scale





Part B

Premises licence summary

Premises licence number

012945

Premises details

Postal address of premises, if any, or if none, ordnance survey map reference or description

**Damyns Hall Aerodrome
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

24/05/2014 & 25/05/2014 Only

Licensable activities authorised by the licence

**Films, Live Music, Recorded Music, Performances of Dance,
Facility of making music, Facilities for dancing, Late Night Refreshment.
Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

**Films, Live Music, Recorded Music, Performances of Dance,
Facility of making music, Facilities for dancing.
Saturday 24th & Sunday 25th May 2014 – 09.00 to 00.30**

**Late Night Refreshment.
Saturday 24th & Sunday 25th May 2014 – 23.00 to 00.30**

**Supply of Alcohol
Saturday 24th & Sunday 25th May 2014 – 10.30 to 00.00**

The opening hours of the premises

Saturday 24th & Sunday 25th May 2014 – 08.00 to 02.00

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On Supply Only

1 of 2

Signed
Paul Campbell, Licensing Specialist

Name, (registered) address of holder of premises licence

**Lime Green Events Limited
65A Station Road, Upminster, RM14 2SU**

Registered number of holder, for example company number, charity number (where applicable)

08206488

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Mark Allen

State whether access to the premises by children is restricted or prohibited

Prohibited

2 of 2

4



Havering

LONDON BOROUGH

Premises licence number

016079

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

**Damyns Hall Aerodrome
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

30/05/2015 - 31/05/2015

Licensable activities authorised by the licence

**Films, Live Music, Recorded Music, Performance of Dance,
Late Night Refreshment, Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

**Films, Live Music, Recorded Music, Performance of Dance
10:00 to 00:30**

**Late Night Refreshment
23:00 to 00:30**

**Supply of Alcohol
10:30 to 00:00**

The opening hours of the premises

10:00 to 02:00

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On Supply Only

Part 2

1 of 6

Signed
Paul Campbell, Licensing Specialist

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

**Lime Green Events Limited
65A Station Road, Upminster, RM14 2SU**

Registered number of holder, for example company number, charity number (where applicable)

08206488

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

**Mark Allen
46 Genesta Road, Westcliff on Sea, Essex, SS0 8DB**

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

London Borough Of Tower Hamlets – 16687

Mandatory Conditions

1. No supply of alcohol may be made under the Premises Licence;
(a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or (b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
(a) Games or other activities which require or encourage, or are designed to require or encourage, individuals to—
(i) Drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
(ii) Drink as much alcohol as possible (whether within a time limit or otherwise);
(b) Provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
(c) Provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
(d) Selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

- (e) Dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
(a) A holographic mark, or
(b) An ultraviolet feature.
6. The responsible person must ensure that—
(a) Where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
(i) beer or cider: ½ pint;
(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
(iii) still wine in a glass: 125 ml;
(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.”
7. The admission of children, that is persons aged under 18, to the exhibition of any film shall be restricted in accordance with any recommendation made by the film classification body designated by section 4 of the Video Recordings Act 1984.
8. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.
9. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. Full details of this Mandatory Condition can be found at <http://www.legislation.gov.uk/ukdsi/2014/9780111109120>

Signed
Paul Campbell, Licensing Specialist

- 1. The maximum capacity for the event in 2015 shall be 24,999, which was to include: ticket holders, staff and performers.**
- 2. The licence holder will liaise with the licensing authority, the responsible authorities and other relevant agencies throughout the planning process to ensure a joined up approach to multi agency working.**
- 3. A draft Event Management Plan (including the appendices) will be provided by the licence holder to the licensing authority, members of the Safety Advisory Group (SAG) and responsible authorities at least six months prior to the event.**
- 4. Site maps will be gridded with clear RV points to allow speedy access for emergency vehicles or location of casualties if needed.**
- 5. The Event Management Plan will be subject to approval by the SAG at least six weeks prior to the event. Any changes to the Event Management Plan after this approval may only be made with the prior written approval of the licensing authority. The event may only proceed if there is an Event Management Plan in place approved by the SAG.**
- 6. The final Event Management Plan shall be adhered to in full by the licence holder.**
- 7. A debrief meeting will be undertaken after the event to include the licensing authority, responsible authorities and other relevant agencies involved in the event.**
- 8. A Security Plan, Drugs Plan and Crime Reduction Plan will be provided as part of the Event Management Plan.**
- 9. A Noise Management Plan will be prepared by specialist acoustic consultants as part of the Event Management Plan.**
- 10. Outdoor music will finish at 23:00 hours and marquees operating after this time will be positioned to ensure minimum sound bleed and will have acoustic screening around the rear.**
- 11. Programming and placement of sound sources will be undertaken with consideration for residents in the vicinity of the event. Sound systems will be selected for ability to create focused sound with minimum bleed.**
- 12. A full and concise traffic management plan will be in place for the event and onsite parking will be managed by specialist contractors. Such plan shall be agreed by SAG prior to the event.**
- 13. Shuttle buses will be provided to take people to and from the train stations and the on-site transport hub to avoid dwell time in the local area.**

14. A direct hotline to the site management team will be in operation from 08:00 – 21:00 hours for the duration of the set up and breakdown of the event and from 08:00 -03:00 on each day of the event.
15. The licence holder will convene a meeting with residents to discuss the EMP in February or March 2015, and again within one month of the SAG debrief following the event.
16. The licence holder will operate an emergency liaison team on site. This will consist of key people within the event including first aid, police, security, event managers, health and safety. This team will meet at regular intervals during the event to review the event and make any agreed changes needed.
17. The licence holder will employ specialist security contractors to work at the event.
18. Within the event there will be static and roaming security as well as perimeter security.
19. At the event there will be a full search at all entry gates to include wandering, bag searches and pat downs.
20. The event will have clear conditions of entry – No glass bottles, no alcohol to be brought onto site, no illegal drugs, no legal highs, no weapons of any kind, antisocial behaviour will not be tolerated, organisers reserve the right to refuse admission.
21. No bands or artists will be booked that will be anticipated to attract anti-social elements to the event.
22. The licence holder will provide a welfare/chill out space on the site and a vulnerable persons policy will be in place for those who may need assistance.
23. The site will be designed to ensure so far as reasonably practicable that it does not present hazards to those attending. These measures will include but not limited to regular waste disposal, fire provision in place, trip hazard avoided, sound levels kept to safe levels, site designed to avoid pinch points, roaming and static security.
24. The licence holder will work closely with technical suppliers to minimise disruption to local residents from the festival and will ensure that the event production schedule specifies deliveries/collections from the site between 8am and 8pm where possible.
25. The event is an over 18 event which will be advertised in advance.

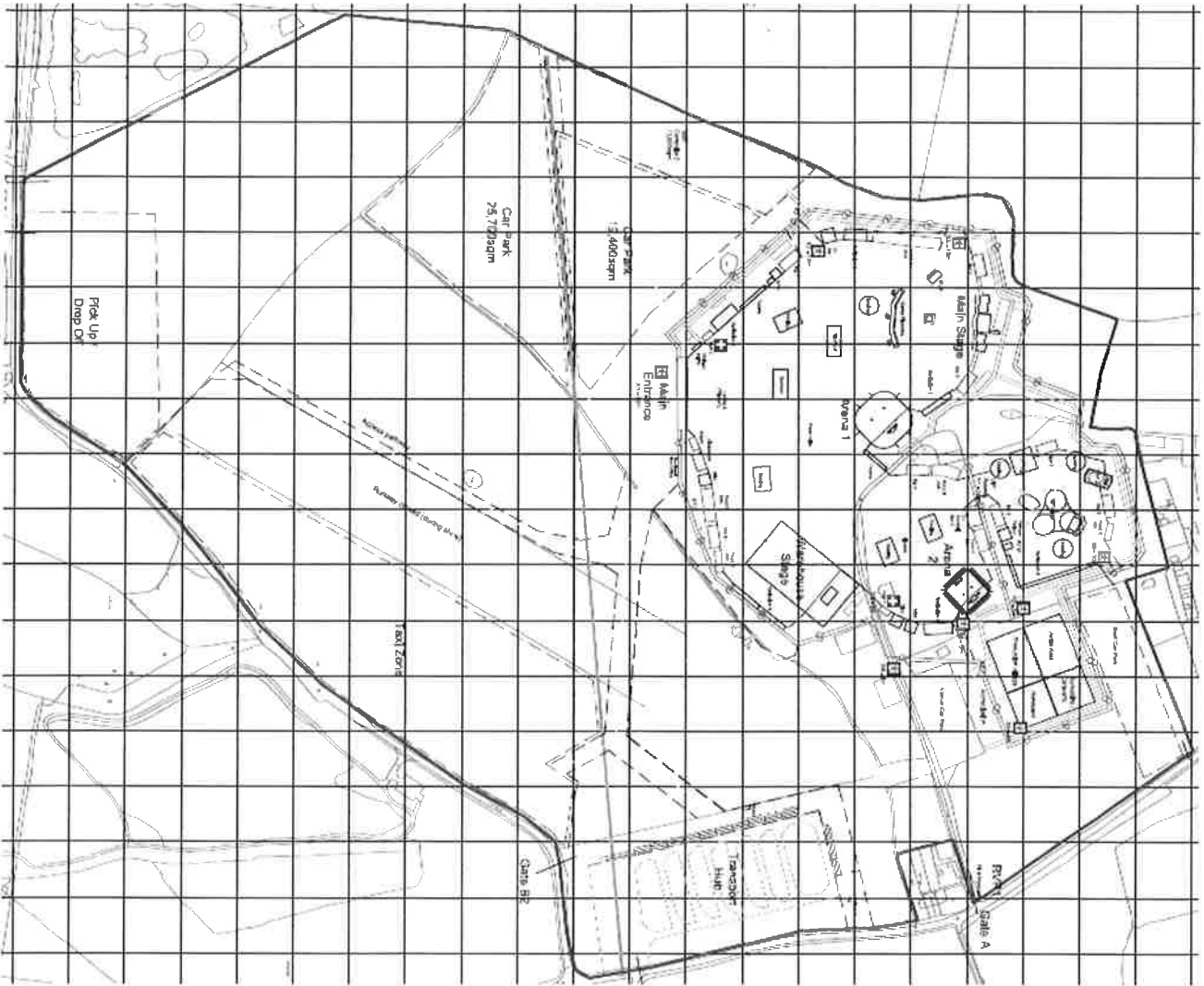
5 of 6

Signed
Paul Campbell, Licensing Specialist

27. Details of the type of special effects/pyrotechnics, the type and quantity to be used and their storage shall be specified in the Event Management Plan.

No additional conditions attached at hearing

Plans shown are not to scale





Part B

Premises licence summary

Premises licence number

016079

Premises details

Postal address of premises, if any, or if none, ordnance survey map reference or description

**Damyns Hall Aerodrome
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

30/05/2015 - 31/09/2015

Licensable activities authorised by the licence

**Films, Live Music, Recorded Music, Performance of Dance,
Late Night Refreshment, Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

**Films, Live Music, Recorded Music, Performance of Dance
10:00 to 00:30**

**Late Night Refreshment
23:00 to 00:30**

**Supply of Alcohol
10:30 to 00:00**

The opening hours of the premises

10:00 to 02:00

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On Supply Only

1 of 2

Signed
Paul Campbell, Licensing Specialist

Name, (registered) address of holder of premises licence

**Lime Green Events
65A Station Road, Upminster, RM14 2SU**

Registered number of holder, for example company number, charity number (where applicable)

8206488

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Mark Allen

State whether access to the premises by children is restricted or prohibited

Prohibited

2 of 2

5



Havering
LONDON BOROUGH

Premises licence number

017542

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

**Damyns Hall Aerodrome
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

27/05/2016 - 01/06/2016

Licensable activities authorised by the licence

Films, Live Music, Recorded Music, Performances of Dance, Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

**Films, Live Music, Recorded Music, Performances of Dance,
Saturday and Sunday – 10:00 to 00:30**

**Supply of Alcohol
Saturday and Sunday – 10:30 to 00:00**

The opening hours of the premises

Saturday and Sunday – 10:00 to 02:00

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On Supply Only

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

**Lime Green Events Ltd.
65A Station Road, Upminster, RM14 2SU
01708 223 159 – reece@wearefstrvl.com**

1 of 6

Signed

Paul Campbell, Licensing Specialist

Date of issue 25/02/2016

Registered number of holder, for example company number, charity number (where applicable)

08206488

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

**Jamie Coleman
20 Valley Gardens, Kingsway, Gloucester, GL2 2AR**

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

PA 1809 – St Helens Council

Mandatory Conditions

- 1. No supply of alcohol may be made under the Premises Licence;**
 - (a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or**
 - (b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.**
- 2. Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.**
- 3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.**
 - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—**
 - (a) Games or other activities which require or encourage, or are designed to require or encourage, individuals to—**
 - (i) Drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or**
 - (ii) Drink as much alcohol as possible (whether within a time limit or otherwise);**
 - (b) Provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;**
 - (c) Provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;**
 - (d) Selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;**
 - (e) Dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).**

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
(a) A holographic mark, or
(b) An ultraviolet feature.
6. The responsible person must ensure that—
(a) Where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
(i) beer or cider: ½ pint;
(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
(iii) still wine in a glass: 125 ml;
(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.”
7. The admission of children, that is persons aged under 18, to the exhibition of any film shall be restricted in accordance with any recommendation made by the film classification body designated by section 4 of the Video Recordings Act 1984.
8. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.
9. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. Full details of this Mandatory Condition can be found at:-
<http://www.legislation.gov.uk/ukdsi/2014/9780111109120>

3 of 6

Signed

Paul Campbell, Licensing Specialist

Date of issue 25/02/2016

Annex 2 – Conditions consistent with the operating schedule

- 1. The Licence holder will contract a professional and competent crowd management company who will work closely with the Police, Licensing Authority and other agencies to manage the potential for crime and disorder.**
- 2. Planning meetings will be held in advance of the event to ensure that the Police and other agencies are satisfied that the licence holder has taken all reasonable steps to ensure suitable planning to prevent crime and disorder, including a crime reduction plan and strategy.**
- 3. A suitable entry policy will be in place which will include procedures for searching of persons and their belongings upon entry. Where required ejections or refusal of entry to the event will be carried out by licensed security staff.**
- 4. The bars will operate a “Challenge 25” policy and all bar staff will be trained to adhere to this policy – the Designated Premises Supervisor will ensure that all bar staff are fully aware of and compliant with “Challenge 25”**
- 5. A multi-agency control room will be in place on site to operate and manage the event. All agencies will be able to be co-located in this facility during the event.**
- 6. There will be an entry policy at the event to ensure that all persons entering the site are aged 18 and above.**

Annex 3 – Conditions attached after a hearing by the Licensing Authority

- 1. The maximum capacity for the event in 2016 shall be 24,999, which shall include: ticket holders, staff and performers.**
- 2. The licence holder will liaise with the licensing authority, the responsible authorities and other relevant agencies throughout the planning process to ensure a joined up approach to multi agency working.**
- 3. Site maps will be gridded with clear RV points to allow speedy access for emergency vehicles or location of casualties if needed.**
- 4. The Event Management Plan will be subject to approval by the SAG at least six weeks prior to the event. Any changes to the Event Management Plan after this approval may only be made with the prior written approval of the licensing authority. The event may only proceed if there is an Event Management Plan in place approved by the SAG.**
- 5. The final Event Management Plan shall be adhered to in full by the licence holder.**
- 6. A debrief meeting will be undertaken after the event to include the licensing authority, responsible authorities and other relevant agencies involved in the event.**
- 7. A Security Plan, Drugs Plan and Crime Reduction Plan will be provided as part of the Event Management Plan.**

8. A Noise Management Plan will be prepared by specialist acoustic consultants as part of the Event Management Plan.
9. Outdoor music will finish at 23:00 hours and marquees operating after this time will be positioned to ensure minimum sound bleed and will have acoustic screening around the rear.
10. Programming and placement of sound sources will be undertaken with consideration for residents in the vicinity of the event. Sound systems will be selected for ability to create focused sound with minimum bleed.
11. A full and concise traffic management plan will be in place for the event and onsite parking will be managed by specialist contractors. Such plan shall be agreed by SAG prior to the event.
12. Shuttle buses will be provided to take people to and from the train stations and the on-site transport hub to avoid dwell time in the local area.
13. A direct hotline to the site management team will be in operation from 08:00 – 21:00 hours for the duration of the set up and breakdown of the event and from 08:00 - 03:00 on each day of the event.
14. The licence holder will convene a meeting with residents to discuss the EMP in February 2016, and again within one month of the SAG debrief following the event.
15. The licence holder will operate an emergency liaison team on site. This will consist of key people within the event including first aid, police, security, event managers, health and safety. This team will meet at regular intervals during the event to review the event and make any agreed changes needed.
16. The licence holder will employ specialist security contractors to work at the event.
17. Within the event there will be static and roaming security as well as perimeter security.
18. At the event there will be a full search at all entry gates to include wandering, bag searches and pat downs.
19. The event will have clear conditions of entry – No glass bottles, no alcohol to be brought onto site, no illegal drugs, no legal highs, no weapons of any kind, antisocial behaviour will not be tolerated, organisers reserve the right to refuse admission.
20. No bands or artists will be booked that will be anticipated to attract anti-social elements to the event.
21. The licence holder will provide a welfare/chill out space on the site and a vulnerable person's policy will be in place for those who may need assistance.

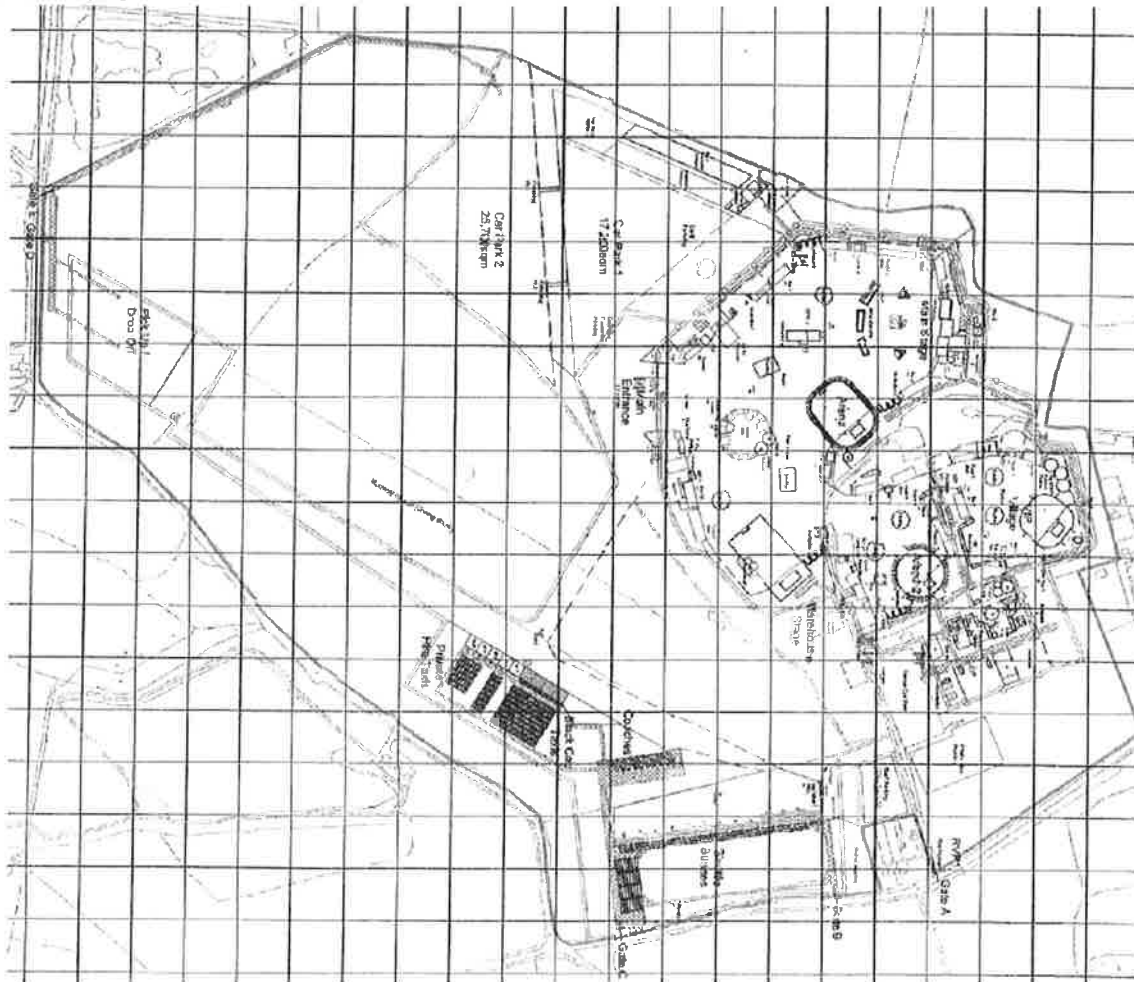
5 of 6

Signed

Paul Campbell, Licensing Specialist

Date of issue 25/02/2016

- 22. The site will be designed to ensure so far as reasonably practicable that it does not present hazards to those attending. These measures will include but not limited to regular waste disposal, fire provision in place, trip hazard avoided, sound levels kept to safe levels, site designed to avoid pinch points, roaming and static security.**
- 23. The licence holder will work closely with technical suppliers to minimise disruption to local residents from the festival and will ensure that the event production schedule specifies deliveries/collections from the site between 8am and 8pm where possible.**
- 24. The event is an over 18 event which will be advertised in advance.**
- 25. The occupancy levels of the marquee/tented structures within the Licensed Site will be continually monitored and will not exceed the capacities specified in the final Event Management Plan agreed through the SAG process.**
- 26. Details of the type of special effects/pyrotechnics, the type and quantity to be used and their storage shall be specified in the Event Management Plan.**
- 27. The Premises Licence Holder shall hold a table top exercise prior to the Event to enable the Responsible Authorities to test any aspect of the Event Management Plan and its Appendices.**



Part B

Premises licence summary

Premises licence number

017542

Premises details

Postal address of premises, if any, or if none, ordnance survey map reference or description

**Damyns Hall Aerodrome
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

27/05/2016 - 01/06/2016

Licensable activities authorised by the licence

Films, Live Music, Recorded Music, Performances of Dance, Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

**Films, Live Music, Recorded Music, Performances of Dance,
Saturday and Sunday – 10:00 to 00:30**

**Supply of Alcohol
Saturday and Sunday – 10:30 to 00:00**

The opening hours of the premises

Saturday and Sunday – 10:00 to 02:00

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On Supply Only

Name, (registered) address of holder of premises licence

**Lime Green Events Ltd.
65A Station Road, Upminster, RM14 2SU**

Registered number of holder, for example company number, charity number (where applicable)

08206488

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Jamie Coleman

State whether access to the premises by children is restricted or prohibited

Prohibited

1 of 1

Signed

Paul Campbell, Licensing Specialist

Date of issue 25/02/2016

6



Havering

LONDON BOROUGH

Premises licence number

018731

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

We Are Festival
Damyns Hall Aerodrome, Aveley Road, Upminster RM14 2TN

Where the licence is time limited the dates

26 May 2017 – 29 May 2017

Licensable activities authorised by the licence

Films, Live Music, Recorded Music, Performances of Dance
Late Night Refreshment, Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

Supply of Alcohol (Arena)

Saturday & Sunday – 10:30 to 00:30

Supply of Alcohol (Campsite)

Friday – 12:00 to 02:00

Saturday – 10:30 to 02:00

Sunday – 10:30 to 01:00

Late Night Refreshment (Arena)

Saturday & Sunday – 23:00 to 00:00

Late Night Refreshment (Campsite)

Friday to Sunday – 23:00 to 03:00

Films, Live Music, Recorded Music, Performances of Dance

Friday – 14:00 to 03:00*

Saturday – 10:00 to 03:00*

Sunday – 10:00 to 01:30*

- *Music on the arena outdoor stage would finish at 23:00;
- *Music within the arena tented stages would finish at 00:30;
- *Music within campsite structures until 23:00 would be at agreed levels;
- *Music within campsite structures after 23:00 would be played with no audio i.e. silent (Silent Disco). Music from campsite structures would finish at 03:00 on Saturday and Sunday and 01:30 on Monday.

1 of 8

Signed

Arthur Hunt, Licensing Officer

Date of Issue:-10 May 2017

The opening hours of the premises

Friday – 10:00 to 24:00
Saturday & Sunday – 00:00 to 24:00
Monday 00:00 to 13:00

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On Supply Only

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Lime Green Events
65a Station Road, Upminster, Essex RM14 2SU

Registered number of holder, for example company number, charity number (where applicable)

08206488

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

Jamie Coleman
20 Valley Gardens, Kingsway, Gloucester GL2 2AR

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

St Helens Council - PA1809

Mandatory Conditions

1. No supply of alcohol may be made under the Premises Licence;
 - (a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or
 - (b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) Games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) Drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) Drink as much alcohol as possible (whether within a time limit or otherwise);

- (b) Provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) Provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) Selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) Dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
- (a) A holographic mark, or
 - (b) An ultraviolet feature.
6. The responsible person must ensure that—
- (a) Where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
 - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Signed

Arthur Hunt, Licensing Officer

Date of Issue:-10 May 2017

7. The admission of children, that is persons aged under 18, to the exhibition of any film shall be restricted in accordance with any recommendation made by the film classification body designated by section 4 of the Video Recordings Act 1984.
8. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.
9. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. Full details of this Mandatory Condition can be found at:-
<http://www.legislation.gov.uk/ukdsi/2014/9780111109120>

Annex 2 – Conditions consistent with the operating schedule

1. The measures for management of the campsite by the licence holder will be included within the Event Management Plan.
2. Site maps will be gridded with clear RV points to allow speedy access for emergency vehicles or location of casualties if needed.
3. The Event Management Plan will be subject to approval by the Safety Advisory Group (SAG) at least six weeks prior to the event. Any changes to the Event Management Plan after this approval may only be made with the prior written approval of the licensing authority. The event may only proceed if there is an Event Management Plan in place approved by the SAG.
4. The final Event Management Plan shall be adhered to in full by the licence holder.
5. A debrief meeting will be undertaken after the event to include the licensing authority, responsible authorities and other relevant agencies involved in the event.
6. A Security Plan, Drugs Plan and Crime Reduction Plan will be provided as part of the Event Management Plan.
7. A Noise Management Plan will be prepared by specialist acoustic consultants as part of the Event Management Plan.
8. Outdoor music will finish at 23:00 hours and marquees operating after this time will be positioned to ensure minimum sound bleed and will have acoustic screening around the rear.
9. Programming and placement of sound sources will be undertaken with consideration for residents in the vicinity of the event. Sound systems will be selected for ability to create focused sound within minimum bleed.
10. A full and concise Traffic Management Plan will be in place for the event and onsite parking will be managed by specialist contractors. Such plan shall be agreed by SAG prior to the event.
11. Shuttle buses will be provided to take people to and from the train stations and the on-site transport hub to avoid dwell time in the local area.

Annex 2 – Conditions consistent with the operating schedule

- 12. A direct hotline to the site management team will be in operation from 08:00 – 21:00 hours for the duration of the set up and breakdown of the event and from 08:00 hours Friday 26 May 2017 until 13:00 hours Monday 29 May 2017 during the event.**
- 13. The licence holder will convene a meeting with residents to discuss the Event Management Plan in February or March 2017 and again within one month of SAG debrief following the event.**
- 14. The licence holder will operate an emergency liaison team on site. This will consist of key people within the event including first aid, police security, event managers, health and safety. This team will meet at regular intervals during the event to review the event and make any agreed changes needed.**
- 15. At the event, there will be a full search at all entry gates to include wandings, bag searches and pat downs.**
- 16. The event will have clear conditions of entry – “No glass bottles, no alcohol shall be brought onto site, no illegal drugs or illegal highs, no weapons of any kind, or antisocial behaviour will be tolerated, and the organisers reserve the right to refuse admission”.**
- 17. No bands or artists will be booked that will be anticipated to attract anti-social elements to the event.**
- 18. The licence holder will provide a welfare/chill out space on the site and a vulnerable persons’ policy will be in place for those who may need assistance.**
- 19. The licence holder will work closely with technical suppliers to minimise disruption to local residents from the festival and will ensure that the event production schedule specifies deliveries/collections from the site between 8am and 8pm where possible.**
- 20. The event is an over 18 event which will be advertised in advance.**
- 21. The occupancy levels of the marquee/tented structures within the Licensed Site will be continually monitored and will not exceed the capacities specified in the final Event Management Plan agreed through the SAG process.**

Annex 3 – Conditions attached after a hearing by the Licensing Authority

- 1. (a) The capacity of the campsite shall be limited to 5000 ticket holders (not including staff and contractors)**
(b) The capacity of 29000 ticket holders (including any camping ticket but excluding staff and contractors) shall apply within the Designated Search Area.
(c) In addition to camping tickets holders and day ticket holders a capacity of up to 1800 contractors, performers, VIPs, entourages, event personnel, security staff, council, police and other officials, retailers and delivery/collection personnel are permitted on site.

5 of 8

Signed

Arthur Hunt, Licensing Officer

Date of Issue:-10 May 2017

2. Numbers of security personnel shall be agreed by the Safety Advisory Group and included in the Final Event Management Plan.
3. Persons, equipment and vehicles shall be searched on entry to the Designated Search Area, including staff, contractors, Artists and VIPs, in accordance with the searching protocols agreed with the Police and included in the Final Event Management Plan. The premises licence holder shall deploy passive drug detection dogs at all entry points to the Designated Search Area in consultation with the Police.
4. CCTV shall be installed in accordance with the CCTV plan agreed with the Safety Advisory Group and included in the Final Event Management Plan.
5. The Communications Plan shall be as agreed with the Safety Advisory Group and included in the Final Event Management Plan.
6. Dedicated teams of mobile car park security patrols shall be deployed at the event the numbers of which shall be confirmed in the Security Plan included in the Final Event Management Plan.
7. Mobile welfare teams, with visible uniform differentiating them from security or medical staff, shall be employed for the event with radio contact in order to identify, monitor and assist with persons intoxicated through drink and/or drugs. The numbers of welfare personnel shall be agreed with the Safety Advisory Group and included in the Final Event Management Plan.
8. The DPS shall be a member of the applicant's Management Team.
9. There shall be a dedicated crime reporting tent in the main area where a member of staff shall assist in reporting crime online utilising an online tool similar to the MPS online tool or a scheme such as Facewatch or its equivalent.
10. A steel shield fence shall be erected around the perimeter of the campsite and event as shown on the site plan and constantly monitored by security staff throughout the event.
11. A designated member of staff shall be responsible for emptying and packaging of amnesty bins in the presence of police officers, designated member(s) of staff shall identify themselves to police at event control at the start and conclusion of the Festival.
12. Representatives from all security companies shall attend event control meetings.
13. There shall be a media Single point of Contact to be present in event control with social media updates shown on a separate screen in event control.
14. The Lighting Plan shall be agreed with the Safety Advisory Group and included in the Final Event Management Plan.
15. All bar staff shall be trained for their bar duties and for the sale of alcohol and shall not be permitted to sell alcohol until completion of training approved by the Licensing Authority.
16. There shall be no provision of late night refreshment in the premises after midnight except within the campsite.

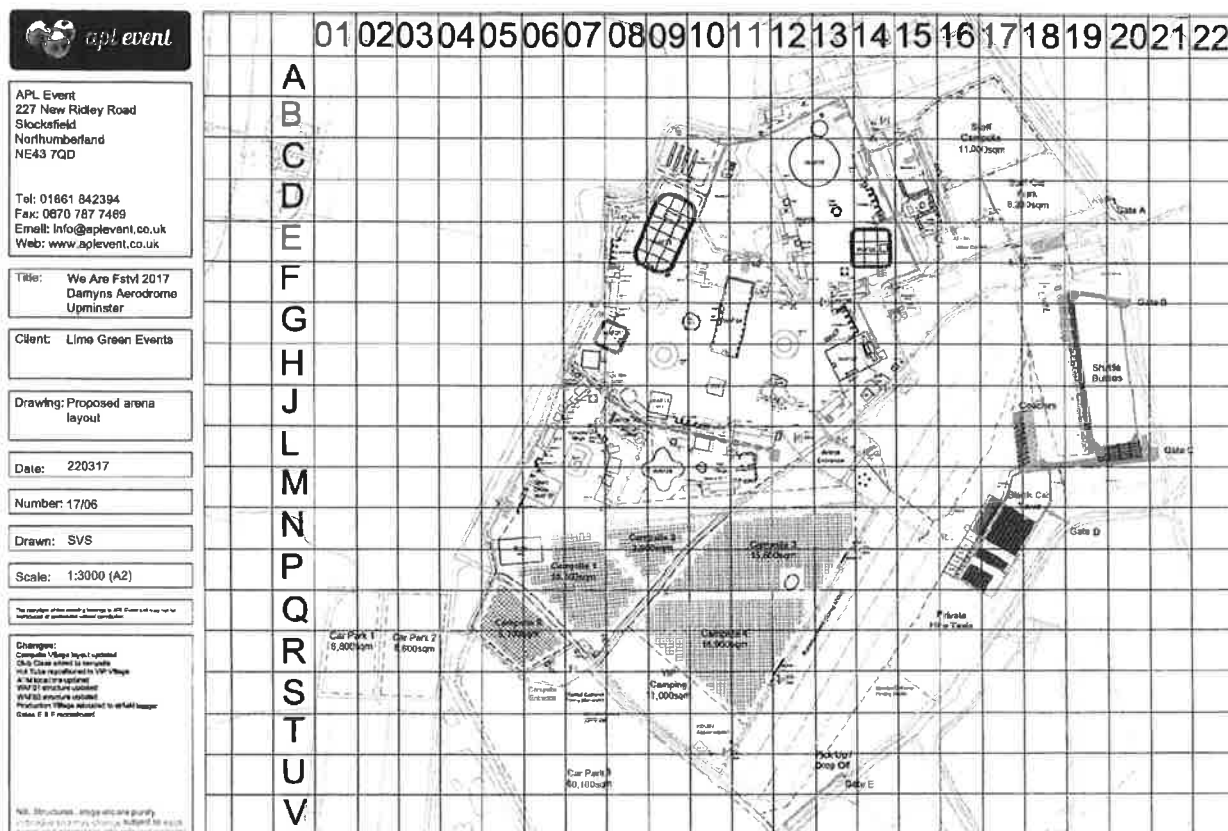
17. There shall be no provision of late night refreshment within the campsite after 0300.
18. There shall be no sound systems mounted on the bars, as denoted on the site plan. Music noise levels at all bar serving points shall at all times whilst the sale of alcohol is permitted permit bar staff and purchasers to verbally communicate with each other about orders and challenge 25 assessments.
19. The layout of the premises shall be in accordance with the site plan (17/06 dated 22 March 2017). Any variations to the plan shall be approved by the Police and Licensing Authority.
20. Any person found in possession of illegal drugs within the Designated Search Area shall be removed from the Designated Search Area and not permitted to re-enter at any time during the festival. The removal of persons shall be reported to the Police.
21. Notices shall be displayed within the Designated Search Area and upon the website of the Festival, advertising penultimate train times from Upminster station as agreed by the Safety Advisory Group and included in the Final Event Management Plan.
22. Notices shall be displayed within the Designated Search Area declaring that individuals found to be in possession of illegal drugs shall be removed from the Designated search Area as agreed with the Safety Advisory Group.
23. Free potable water shall be freely available from standpipes across the Designated Search Area and clearly signposted throughout. Empty plastic bottles shall be permitted into the Designated Search Area for drinking water from standpipes.
24. Details of capacity, means of escape and pyrotechnics shall be agreed with the Fire Service two weeks before the commencement of the Festival.
25. The Traffic Management Plan shall be agreed with the Safety Advisory Group and included in the Final Event Management Plan.

Signed

Arthur Hunt, Licensing Officer

Date of Issue:-10 May 2017

Site Plan



Designated Search Area





Part B

Premises licence summary

Premises licence number

018731

Premises details

Postal address of premises, if any, or if none, ordnance survey map reference or description

We Are Festival
Damyns Hall Aerodrome, Aveley Road, Upminster RM14 2TN

Where the licence is time limited the dates

26 May 2017 – 29 May 2017

Licensable activities authorised by the licence

Films, Live Music, Recorded Music, Performances of Dance
Late Night Refreshment, Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

Supply of Alcohol (Arena)

Saturday & Sunday – 10:30 to 00:30

Supply of Alcohol (Campsite)

Friday – 12:00 to 02:00

Saturday – 10:30 to 02:00

Sunday – 10:30 to 01:00

Late Night Refreshment (Arena)

Saturday & Sunday – 23:00 to 00:00

Late Night Refreshment (Campsite)

Friday to Sunday – 23:00 to 03:00

Films, Live Music, Recorded Music, Performances of Dance

Friday – 14:00 to 03:00*

Saturday – 10:00 to 03:00*

Sunday – 10:00 to 01:30*

- *Music on the arena outdoor stage would finish at 23:00;
- *Music within the arena tented stages would finish at 00:30;
- *Music within campsite structures until 23:00 would be at agreed levels;
- *Music within campsite structures after 23:00 would be played with no audio i.e. silent (Silent Disco). Music from campsite structures would finish at 03:00 on Saturday and Sunday and 01:30 on Monday.

1 of 2

Signed

Arthur Hunt, Licensing Officer

Date of Issue:-10 May 2017

The opening hours of the premises

Friday – 10:00 to 24:00
Saturday & Sunday – 00:00 to 24:00
Monday 00:00 to 13:00

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On Supply Only

Name, (registered) address of holder of premises licence

Lime Green Events
65a Station Road, Upminster, Essex RM14 2SU

Registered number of holder, for example company number, charity number (where applicable)

08206488

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Jamie Coleman

State whether access to the premises by children is restricted or prohibited

Prohibited

2 of 2

Licensing Authority,
London Borough of Havering

EA – East Area

Romford Police Station,
19 Main Road,
RM1 3BJ.

John.J.Goodwin@met.pnn.police.uk

18/01/2018

For the attention of the Licensing Authority of the London borough of Havering:

The Metropolitan Police have received an application for a permanent premises licence for the WeAre Festival situated at Damyns Hall Aerodrome, Aveley Rd, RM14 2TN.

I certify that I have considered the application shown above on behalf of Chief Superintendent Jason Gwillim and I wish to make representations that the likely effect of the grant of the licence is detrimental to the four Licensing Objectives.

I have had strategic oversight of the festival for a number of years and have seen the festival grow in size, capacity and duration. We recognise that the festival is a local amenity and an attraction to Havering for visitors. There are economic benefits to the community according to the organiser, however, we have not seen the economic assessment they rely on.

Although we support and recognise the need for local amenities we have a duty to prevent crime and disorder. To that end the increase in capacity at last year's festival saw an increase in recorded crime of 50%.

We are therefore concerned that any further increases in capacity may result in increases in crime, arrests and disorder.

The applicant has also requested that the campsite area have amplified music until 3AM, we have concerns that this will impact on local residents. The standard across the MPS for cessation of live music is 11pm.

The applicant has also requested a permanent premises licence. This year's application is accompanied by an incomplete event safety manual and it has made it impossible to judge whether the lessons learned from previous years have been adequately considered. Several of the management team, with crucial local knowledge in managing the event, have been contracted for a period of three years. We would ask the committee to consider whether a three year licence is more appropriate for this licence.

Last year's event saw a significant number of arrests in relation to drugs and a vast quantity of drugs seized. Whilst there may always be an element at music festivals that will use drugs we have serious concerns that the high percentage of MDMA, or ecstasy, seized reflects the demand from festival goers. This raises concerns for the safety of the public as there have been several deaths at music festivals over the years in relation to MDMA.

Finally we unfortunately live in a time of austerity with public sectors having to face budget reductions year on year. The police service is no different and we have a finite number of resources to provide core policing to the borough.

Annually the festival extracts officers from their core policing roles to provide assistance to the festival. The annual cost to each Havering resident is approx. 69p per person based on the approx. quarter of a million residents, this is simply for the support provided on the day. There are significant additional resources that go into associated arrests, investigations and court cases.

All other festivals in the MPS area provide financial support to the cost of policing the event. In its five years so far the festival has not provided any financial support to the public purse and without that commitment we cannot guarantee any support beyond our core policing in the future, especially as the applicant has requested a permanent licence.

I have commissioned my officer to provide additional supporting representations for the benefit of the sub-committee.

Many Thanks,

A handwritten signature in black ink, appearing to read 'J Goodwin', with a stylized, cursive script.

T/Chief Inspector John Goodwin

For and on behalf of

Chief Superintendent Jason Gwillim, Borough Commander.

WeAre Festival – Police Representations 2017

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1. Application

1.1 Submission date

The application was submitted by the premises licence holder on the 21st December 2017. In doing so the applicant has reduced the working days available to responsible authorities to prepare representations based on the application. Assurances had been made that the application would not be submitted over the Christmas period as has been the case in previous years.

In submitting the application over the period the applicant has shown either poor management or a will to restrict authorities to adequately prepare.

When questioned about late submission, the applicant stated that due to site plans and various other internal factors the date was the soonest available date for submission. In fact, a later date of submission would have allowed authorities more working days to prepare representations, taking bank holidays over Christmas and New Year into account.

In any case the application should have been submitted well in advance of the 21st December as the applicant had pledged at previous de-brief meetings.

The lack of time available to prepare representations means that there is also less time to negotiate any sticking points around the application. Legal cases such as Woodward Vs Thurrock would also indicate that it is down to the applicant to leave enough time between event and application to allow sufficient time in order for relevant processes to be completed. This could include any appeals to the magistrates' court as was the case in 2016.

1.2 Non-agreed terms of licence application

Where there are points raised in the police representations around conditions and costs it is right that the sub-committee questions why these have not been resolved well in advance of the application.

Each application must be dealt with on its own merit and the applicant gave no pre-indication to the content of the EMP or the finer details around opening and closing times of live music and alcohol.

An agreement in principle was reached with the local authority around capacity prior to the application, with an agreement in principle around a permanent licence.

Whilst a permanent licence does reduce the annual burden on resources on responsible authorities around the application process, it is worth noting that the DPS, Security manager and the security teams are all only contracted for three years. In three years there could be an entire turnaround of staff with the knowledge required to manage the event at a local level.

To that end in order to ensure that a permanent licence would not be detrimental to the licensing objectives it is necessary to condition the licence, not the EMP, to ensure that all concerns are addressed prior to the creation of a new EMP. Although the event is in its sixth year we are again faced with a new EMP and this could be the case in the future.

We hope and anticipate that negotiations around conditions will continue with the applicant prior to any hearing.

2. Costs

As detailed in the police representations to the 2016 festival there is a significant cost to the Metropolitan police for the event.

Last year's policing costs, if they had been requested under the Special Police Services (SPS) criteria, would have cost 162,884.65.

The cost of this is borne by the residents of Havering, approx. 69p per person based on the population at the last census.

Police cannot order anyone to pay for police services and we have a duty to provide core policing.

It is worth noting that all the other festivals in the met make a contribution towards the costs involved in policing an event.

There is a significant amount of additional resourcing that goes into the preparation and planning of the event, arrests in custody, investigations into crimes committed and other associated drains on resources.

In this current climate the Met face difficult financial resourcing demands. The festival contributes to the local economy in some way and this is recognised by the Met, however, it is also a private festival that is a business and its primary aim is to make a profit for its shareholders.

At no point since its inception has the festival contributed towards the costs of policing the event and the organiser has given no definite commitment to making a contribution in the future.

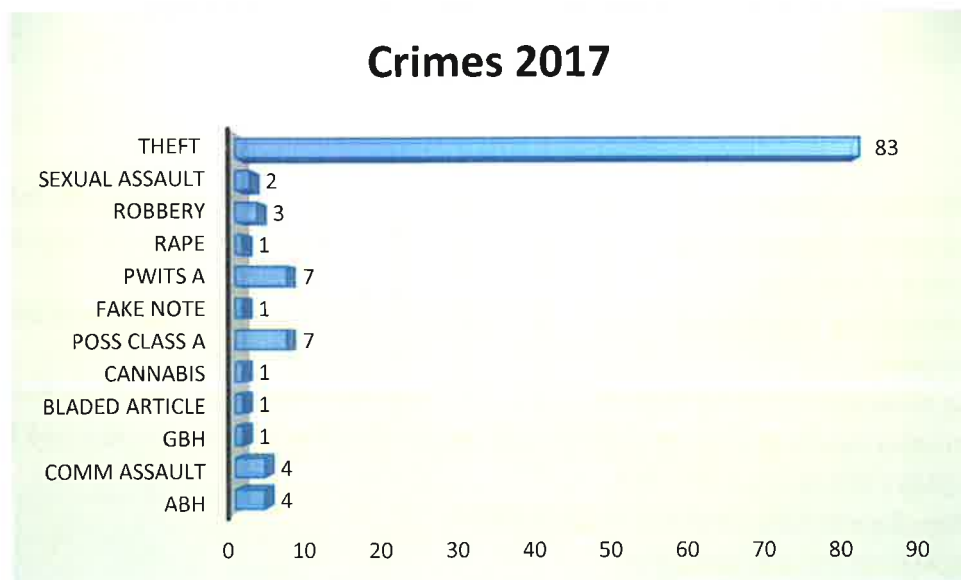
3. Comparison to other Met festivals

	WeAre	Wireless	Love Box	SW4	Field Day
Time Limited Licence	No	5 year licence	3 year	One event	3 year
Films	0300	2230	2300	2300	2300
Live Music	0300	2230	2300	2300	2300
Recorded Music	0300	2230	2300	2300	2300
Dance	0300	2230	2300	2300	2300
LNR	0500	2230	2300	2300	2300
Alcohol	0200	2200	2300	2230	2245
Opening hrs	duration	2300	2330	2300	2330
Fixed date event	No, between May and Sep	No, five event days a year	Yes, 3 days may to sept, must be agreed	Yes, fixed three days aug	Between ,may to sept
Capacity	39,999	49,999	no	29,999	No
CCTV	No	yes	No	Yes, consideration	No
Sag sign off	yes	Yes	Yes	No, licensing officer	Police, if no agreement then sag
Sps	no	yes	Yes	Yes	Yes
Sps condition		yes	No	No	No
Emp req	yes	Yes	Yes	yes	Yes
Conditions on licence		116+	42	129+ subs	26

- With the exception of the WeAre festival. All other concerts in London provide funding to the Met for Special Police Services. This is conditioned in such a manner in the premises licence of Wireless.
- WeAre is the only festival not on a time limited licence. The others range from one event to five years.
- Sag endorsement of the final EMP is the most common method of sign off on festivals.
- No other events go beyond 2300 hrs with alcohol finishing between an hour and fifteen minutes before live music ends.
- Most licences have flexibility of dates built in.
- WeAre has the only campsite.

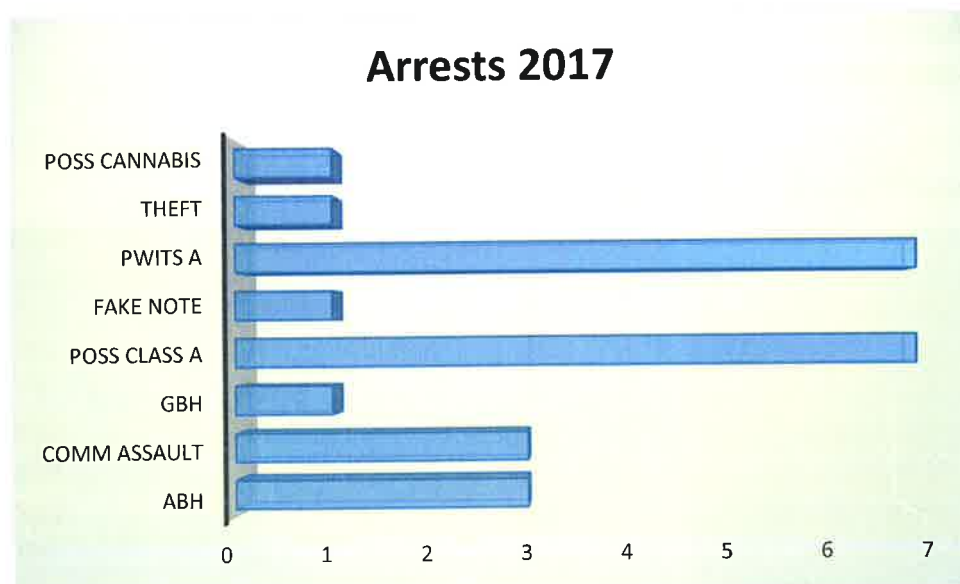
4. Associated Crimes

- Crimes for the 2017 event totalled 115, they are broken down by classification in the table below.
- The majority are theft related (83), there were nine assault related crimes, three robberies, three sexual assaults, one knife related and fifteen drug related.
- In 2016 there were 77 crimes, therefore crime increased by 50% at the 2017 event. Contributing factors include increased capacity, the addition of the campsite, additional security and search regime.
- The proposed licence includes an increase in capacity, it follows that there is a likelihood of increased crimes and an increased demand on police resources.
- Victims are primarily under the age of 30, one victim of phone theft was 17 years old. The event is an over 18's event and stringent checks are necessary to prevent children coming to harm.



5. Arrests

- There were 24 arrests made in relation to the festival.
- Drug arrests total fifteen and several can be attributed to the security teams located on the various entrances working diligently and effectively.
- Of note, staff were included in those arrested. This reinforces the need for an extensive search regime.
- Arrests are a demand on resources, there is a significant cost involved in detaining people in custody as well as any ongoing investigations.



6. Drugs

The current ESMP states that alcohol is the most likely risk factor in relation to intoxication.

We would submit that this is not the case, there is some level of control around the consumption of alcohol at the festival, and it is a lot harder to control the consumption of illegal drugs.

There were fifteen recorded crimes and arrests/interviews in relation to drugs at the 2017 festival. Of the suspects arrested the majority were either charged to court or cautioned for a variety of drug related offences.

The contents of the amnesty bins and the drugs seized at the search areas was collected and analysed by TicTac Ltd, a leading healthcare company who specialize in drug analysis and services to the public sector. The current values of the drugs has been provided by them.

- The total value of the drugs seized was £62,389
- The most popular drug was MDMA in its various formats, 77% of the total.
- Ketamine, a horse tranquiliser, was second most popular, although it only contributed to 11% of the total.
- A total of 2399 pills, bags, capsules etc. were seized and analysed

The final report can be summarised as follows:

	Total of bags/tablets	Price £ per gram/tablet	Value
Ecstasy Tablet	1359	10	13587
2C-B tablets	29	10	290
Amphetamine	11	10	11
Cocaine	180	100	1800
Ketamine	267	30	8010
MDMA Crystal	485	40	19400
Blotters	16	10	160
NPS other	32	20	640
Benzos	10	1	10
N,N-dimethyl-tryptamine	0	40	0
N-ethylpentylene	10	40	<u>400</u>
Total:	2399		£60, 607
Cannabis	183 Gram		£1,782

7. Conditions

The applicant has offered some conditions, primarily around the scheduling of future ESMPs. There are also conditions offered around CCTV, Searching, Age Requirements and others.

The timing of submission of the licence application has unfortunately reduced the capacity for negotiation prior to the closing date of submission of representations. It is anticipated that between the end of the consultation period and any hearing there will be some partnership working with the applicant around suggested conditions.

7.1 Suggested Additional Conditions

The majority of the conditions below have been referenced from previous WeAre licences and other licences in the Met which have been approved, or written under direction of, the Directorate of Legal Services of the Met Police and are deemed to be proportionate, legal and in accordance with the licensing act 2003. Some have been tailored to this application for a permanent licence.

Too many conditions on a licence can lead to confusion, however, with the EMP changing annually it is necessary to provide a bespoke set of guidelines to direct future events and EMPs. Especially should personnel change or the licence be transferred.

The twenty conditions below provide a base guidance for the event in the future. They are broken down by topic.

7.2 Searching

This was a topic of concern in last year's representation and subsequent appeal process. The current application and ESMP does not address the concerns raised last year in any detail. Police expectation is that the standards of searching at the 2017 event be upheld and improved on.

The increased search regime at last year's event resulted in staff members being arrested the day before the event started for possession with intent to supply class A.

Drug dogs had identified the male had drugs concealed in his anus, 23 orange "Tesla" ecstasy tablets. There were also successes at the entrance search tent with a considerable amount of drugs seized. (5408072/17)

Unfortunately there was a report of an assault in the car park at last year's event which required police assistance and resulted in one male being arrested for assault. Whilst staff alerted police to this incident it may require an increase in staffing levels to that area to provide an increased deterrent. (5408452/17)

- *The designated search area will be determined by the police and security manager at least six weeks prior to the commencement of the event.*
- *Numbers of security personnel shall be agreed by the SAG prior to the event and included in the Final Event Management Plan.*
- *Persons, equipment and vehicles shall be searched on entry to the designated search area, including staff, contractors, artists and VIPS, in accordance with the searching protocols agreed with the police and included in the final event management plan. The premises licence holder shall deploy passive drug detection dogs at all entry points to the designated search area in consultation with the police.*
- *Dedicated teams of mobile car park security patrols be deployed at the event and security numbers be confirmed and agreed with the MPS six weeks prior to the event.*

7.3 Costs

The following conditions have been extracted from the premises licence of Wireless Festival, London Borough of Haringey.

They are added for the consideration of the sub-committee.

- *The MPS will not perform ‘stewarding’ roles nor undertake the responsibilities of the event organiser or other agencies, as these are not police core duties, unless there is a formal request from the event organiser or other agency for Special Police Services (SPS), which the MPS agree to provide.*
- *The full cost of the Traffic Management Plan, including the Traffic Management Order, staffing and barrier costs to be met by the organiser/promoter. Any request for the TMP to be supported by police officers, over and above the deployment determined by the MPS as required to discharge the core policing duties associated with each event, must be by way of a request for Special Police Services (SPS) pursuant to Section 25 of the Police Act 1996. The MPS reserves full discretion to refuse any request for SPS, and the TMP must not assume police support.*

In addition to the above.

- *If no commitment is made by the Premises Licence Holder to request Special Police Services at least three months prior to the commencement of the event then the EMP must demonstrate how the event will proceed without any police support. This method must be agreed by the SAG six weeks prior to the event.*

7.4 Crime Prevention

Below are extracted conditions from last year's licence for consideration, all of which contributed to the prevention of crime and disorder at the 2017 event:

- *A designated member of staff to be responsible for the emptying and packaging of amnesty bins in the presence of police officers, this persons to identify themselves to police at event control at the start and conclusion of the event.*
- *CCTV to be installed at all points of searching and in search tents*
- *All security personnel to be in possession of and in contact with event radio control*
- *Mobile welfare teams, with visible uniform differentiating them from security or medical staff, to be deployed to the event with radio contact in order to identify, monitor and assist with persons intoxicated through drink or drugs. Numbers be confirmed and agreed with the MPS no later than six weeks prior to the event.*
- *A member of the welfare team to be in contact with Queens's hospital prior to and during the event.*
- *The DPS be a member of the management team of the applicant.*
- *The venue have a dedicated crime reporting tent in the main arena where a member of staff will assist in reporting crime online utilising an online tool similar to the MPS online tool or a scheme such as Facewatch or its equivalent.*
- *A steel shield be erected around the perimeter of the campsite and event and constantly monitored by security staff.*
- *A designated member of staff to be responsible for the emptying and packaging of amnesty bins in the presence of police officers, this person to identify themselves to police at event control at the start and conclusion of the event.*

7.5 Public Nuisance

- *A complaints book or electronic record will be held on the premises to record details of any complaints received from neighbours through the dedicated noise line and the action taken. The information is to include, where disclosed, the complainant's name, location, date time and subsequent remedial action undertaken. This record must be made available at all times during the event for inspection by council officers of the initial record. Records must be submitted to the Licensing team with a final log to be submitted within a further 7 days*
- *Upon request, authorised Enforcement Officers of the Responsible Authorities on duty in that capacity of Licensing Authority, Environmental Health Team, Metropolitan Police Service and London Fire Brigade, must be provided with security passes for full and free access at all times to each and every part of the licensed area.*

7.6 Due Diligence

- *The tickets manifest must be sent, or shown, to the Police and Local Authority Licensing Officers and a copy kept by LB of Havering.*
- *A record of all persons detained in the enhanced search tent, any quantities of drugs found on their person, their name, address and date of birth (as much as can reasonably be obtained) be kept and sent to police licensing officers within seven days of the conclusion of the event.*

Additional documents

The following documents have been referenced within these representations and can be provided on request.

Please contact KD-Licensing@met.police.uk for any requests.

1. SPS CALCULATIONS SPREADSHEET 2016
2. WIRELESS PREMISES LICENCE
3. LOVEBOX PREMISES LICENCE
4. SW4 PREMISES LICENCE
5. FIELD DAY PREMISES LICENCE
6. WeAre 2016 CRIMES SUMMARY SPREADSHEET
7. TICTAC DRUG DATA SPREADSHEET WEARE 2016
8. POLICE REPRESENTATIONS WEARE 2016

Licensing Act 2003 – responsible authority representation

This representation is made by a responsible authority for the London Borough of Havering concerning a premises licence application for the premises as detailed below.

Applicant: Lime Green Events Limited

Premises: We Are FSTVL Site, Damyns Hall Aerodrome, Aveley Road, Upminster, RM14 2TN

Name: David Cant

Organisation: London Borough of Havering

Address: Public Protection, Mercury House, Mercury Gardens, Romford RM1 3SL

Email: david.cant@havering.gov.uk

Telephone no.: 01708 432086

Objection summary: To Object to the proposed premises licence application in the interests of "The Prevention of Public Nuisance"

Policy considerations

Licensing Policy 14

The Licensing Authority is committed to protecting the amenity of residents and businesses in the vicinity of licenced premises, particularly when late hours have been sought. Where relevant representations are received, the Licensing Authority will impose appropriate restrictions or controls on the licence to support the prevention of undue noise disturbance from licensed premises.

7.10 The Licensing Authority expects that premises intended for the provision of noise-generating licensable activities are acoustically controlled and engineered to a degree where the noise from the premises when compared to the ambient noise level will not cause undue disturbance. The Licensing Authority recognises specific difficulties associated with other premises structurally linked to would be licensed premises and the limit of sound insulation performance that can be achieved. In some circumstances licensed premises adjoining residential properties may not be appropriate.

Representation

The application seeks provision of live and /or recorded music on Friday and Saturday night through to 03:00 on Saturday and Sunday respectively as well as until 01:30 Monday. This represents a significant extension on the previous curfew of 00:30 on all nights. The Event Management Plan states that music will only run until 01:30 on Saturday morning and until 00:30 on Sunday and Monday morning but this could be changed on granting of a later licence.

It is the environmental protection team's opinion that the granting of a licence with these hours will have a significant adverse impact on the enjoyment of residents' properties and cause disturbance to sleep to a significant cross-section of the local community amounting to a public nuisance. To illustrate this point, more than 90% of the complaints about noise from We Are FSTVL events since 2013 were received from residents within approximately 4km of the centre of the site. In this radius there are in excess of 30, 000 residential dwellings in Rainham, Hornchurch and Upminster as well as hundreds more in Thurrock to the South. Whilst not all of these residents will be disturbed to the same extent (if at all), public nuisance could include low-level nuisance affecting a few people living locally as well as a major disturbance affecting the whole community.

Similar events at open spaces in other in other London Boroughs typically have much earlier curfews:

On Blackheath 9-10th September 2017, Blackheath. Saturday 22:30, Sunday 22:00

All Points East 25-27th May 2018, Victoria Park. Friday and Saturday 23:00, Sunday 22:30

Community Festival 1st July 2018- Finsbury Park. Saturday 22:00

Lovebox 13-14th July 2018 – Brockwell Park. Friday and Saturday 23:00

During 2017s event there were a number of complaints that the music was already too late and in my opinion, any further extension of hours for live and recorded music will only serve cause greater disturbance and to generate more complaints.

The introduction of audible entertainment on Friday night and its continuation into Monday morning means that the event is longer than ever with licensable activities including music on 4 days. The Code of Practice on Noise Control at Concerts recommends a more stringent guideline value where there are 4 or more events days per year at a venue ("The music noise level should not exceed the background noise level by more than 15dB(A) over a 15 minute period"). In order to comply with this guideline value at We Are FSTVL in 2018 in locations such as Gerpins Lane and Damyns Hall Cottages, it is unlikely that the event organiser will be able to provide an event which gives sufficient enjoyment to the audience. It is therefore recommended that the event is limited to covering three days only.

The applicant states that both live and recorded music on open air stages will cease at 23:00 and any entertainment after this hour will take place 'within tented arena structures.' These tented arena structures offer no discernible attenuation of noise from within, particularly at the lower frequencies which are most likely to cause disturbance. From an acoustic point of view they can effectively be considered as open air. The applicant's own acoustic consultant assumes only a 'nominal 3dB attenuation' from tents in the 2017 Noise Management Plan. Furthermore, Stage WRF4 'Terminal 1' was classified by the organiser as an outdoor stage with a 23:00 curfew to align with other 'open air' stages in 2017. For the 2018 licence it has been considered as an 'indoor' stage with a proposed curfew of 00:00.

Noise management plans for the event in previous years have included predictions of the music noise level at agreed monitoring locations. There are no such predictions to reflect changes in the number, layout or timings of the stages in 2018. We therefore have insufficient information to reliably determine the extent of any adverse effects caused by changes to the event in 2018.

Complaint and inspection history (if applicable)

The 2017 event resulted in 28 complaints concerning noise; the second highest on record and only 1 fewer than 2014. The approximate locations of these complaints are shown as black stars on the attached map. The red stars show complaints from all other years.

Year	Number of Noise Complaints
2013	4
2014	29
2015	5
2016	6
2017	28
Total	72

Of the complaints received during the 2017 event and subsequently subject to noise measurements at the time, all were within the 65db $L_{Aeq}(15min)$ limit. This previous A-weighted criterion alone can underestimate annoyance at greater distances from the venue (>2km) as the mid to high frequency energy is quickly attenuated with respect to the low frequency which dominates dance music. The expectation of people living some distance from the event also tends to be that the concert should be inaudible.

LBH has concerns that the proliferation of complaints beyond 2km from the site (60% of complaints in 2017), may be due to higher levels in the 63Hz and 125Hz Octave bands in particular. Further data relating to these frequencies at the 2017 event has been requested to allow additional analysis but has not been received to date. LBH is therefore proposing an additional licence condition to control the potential for disturbance from low frequency noise on the assumption that it plays a significant role, in the absence of any evidence to the contrary (see attached schedule of proposed conditions).

Other documents attached

1. Map of Complaints 2013-2017: (Each star represents the approximate location of a complaint. Black stars are complaints in 2017; red stars are all other years 2013-2016)
2. Schedule of proposed premises licence conditions

Signed



Dated

18/01/2018

Schedule of Proposed Conditions

Premises Licence Application – We Are FSTVL Site, Damyns Hall Aerodrome, Aveley Road, Upminster, RM14 2TN

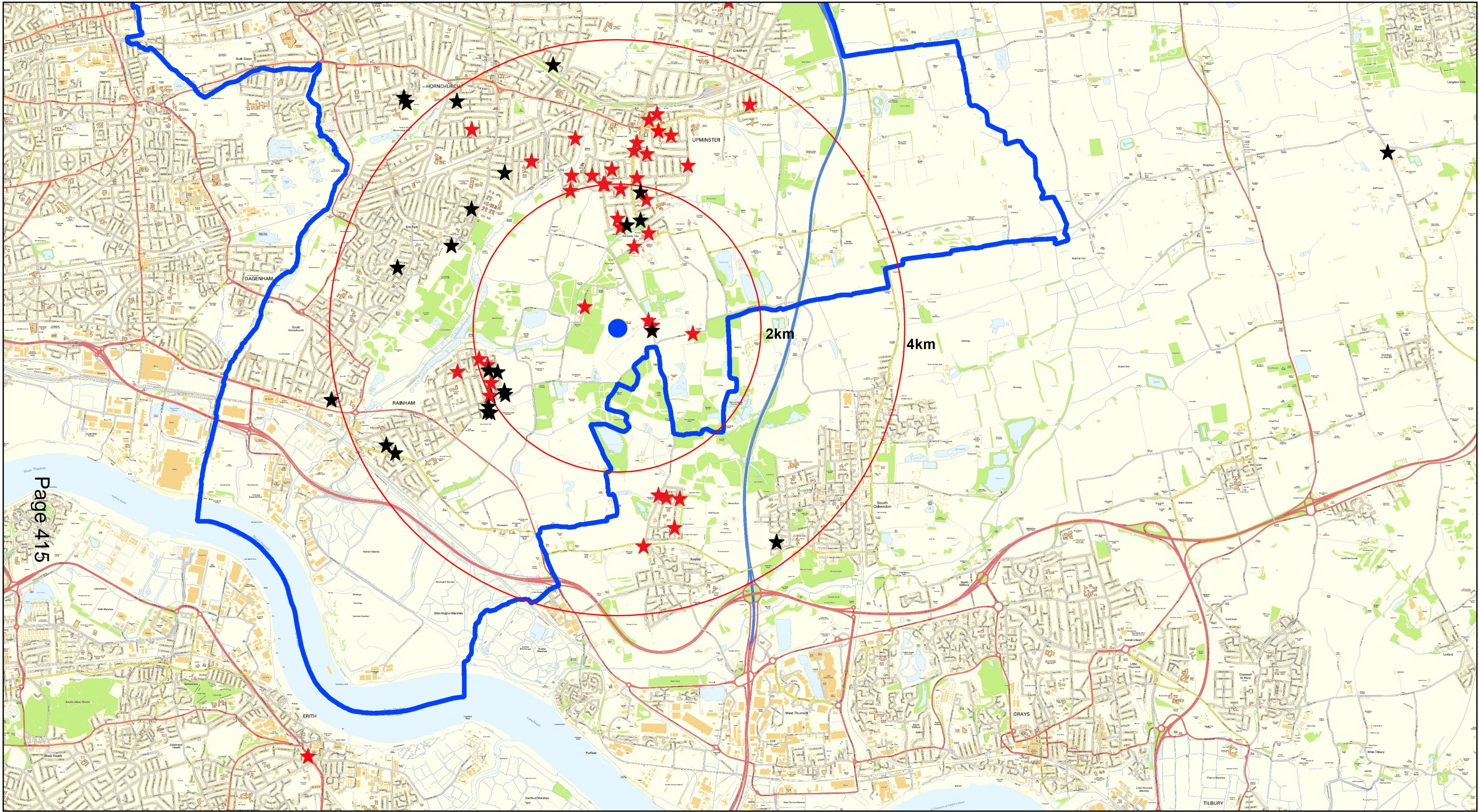
A) If a licence is granted for the event to run over 3 days:

1. Between the hours of 10:00 and 23:00 the music noise level from the event shall not exceed 65dB L_{Aeq} (15 mins) at 1 metre from the façade of any noise sensitive premises
2. Between the hours of 23:00 and the terminal hour, a music noise level of 45dB L_{Aeq} (15 mins) at 1 metre from the façade of any noise sensitive premises shall be used as guideline maximum level. If in the opinion of London Borough of Havering's Environmental Protection team the noise is unreasonable despite achieving this guideline level, action will be taken to reduce the noise levels at source.
3. A subjective assessment of low frequency noise will be made at agreed monitoring locations and in response to any complaints of noise and controlled so as not to cause a nuisance. In order to provide objective guidance, music noise levels in the 63Hz and 125Hz octave bands should not exceed a target level of 70dB L_{eq} , 15mins.
4. A suitably qualified and experienced acoustic consultant will prepare a noise management plan as part of the event safety management plan and manage noise at the event in accordance with it.
5. Complaints concerning noise will be investigated by the licensee's appointed acoustic consultant during the event and measurements will be taken to ensure compliance with limit values.
6. The details of all complaints received, actions taken and measurements made in response to complaints of noise will be recorded and provided to the Licensing Authority as part of the acoustic consultant's post-event report.

OR;

B) If a Licence is granted for the event to run over 4 days:

1. The music noise level shall not exceed the background noise level by more than 15dB (A) over a 15 minute period. The background noise level shall be taken as the arithmetic average of the hourly L_{A90} measured over the last four hours of the proposed event.
2. A subjective assessment of low frequency noise will be made at agreed monitoring locations and in response to any complaints of noise and controlled so as not to cause a nuisance. In order to provide objective guidance, music noise levels in the 63Hz and 125Hz octave bands should not exceed a target level of 70dB $L_{eq, 15mins}$.
3. A suitably qualified and experienced acoustic consultant will prepare a noise management plan as part of the event safety management plan and manage noise at the event in accordance with it.
4. Complaints concerning noise will be investigated by the licensee's appointed acoustic consultant during the event and measurements will be taken to ensure compliance with limit values.
5. The details of all complaints received, actions taken and measurements made in response to complaints of noise will be recorded and provided to the Licensing Authority as part of the noise consultant's post-event report.



We Are FSTVL Noise Complaints 2013 - 2017



Scale: 1:50000
Date: 18 January 2018

0 1000 2000 3000 metres



London Borough of Havering
Town Hall, Main Road
Romford, RM1 3BD
Tel: 01708 434343

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Ordnance Survey 100024327

Licensing Act 2003 Responsible Authority representation

This representation is made by a responsible Authority for the London Borough of Havering concerning a licence application for the premises as detailed below.

Premises Name and address: We Are FSTVL site, Damyns Hall Aerodrome, Aveley Road, Upminster, RM14 2TN

Your Name: Kasey Conway

Organisation name/name of body you represent: Health and Safety

Your Address: Public Protection, Town Hall

Email: kasey.conway@haverling.gov.uk

Contact telephone number_01708 432555

Representation Summary – I make representation against this application based upon the public safety licensing objective.

Policy Considerations

6.0 Licensing Hours

Licensing Policy 7

When dealing with new and variation applications the Licensing Authority will give more favourable consideration to applications with the following closing times:

Public Houses and Bars	23:00 hours-Sunday to Thursday Midnight –Friday and Saturday
------------------------	---

Nightclubs	01:00 hours Sunday to Thursday 02:00 hours Friday and Saturday
------------	---

Restaurants and Cafes	23:00 hours Sunday to Thursday Midnight- Friday and Saturday
-----------------------	---

Off licences	23:00 Monday to Sundays
--------------	-------------------------

Hot food and drink supplied by takeaways, fast food premises	Midnight- Sunday to Thursdays 01:00 Friday and Saturday
--	--

Consideration will also be given to the type of area that the premises is located in with regulated activities normally being permitted until

23.30 in residential areas and 00.30 in mixed use areas.

These hours are not pre-determined and each application will be considered on its merits.

.3 Applicants who wish to provide licensable activities outside the hours specified above should ensure that the operating schedule specifies detailed measures to militate against crime, disorder and public nuisance taking into account:

- The location of the premises and the character of the area in which they are situated
- The proposed hours during which licensable activities will take place

- The adequacy of the applicant's proposals to prevent crime and disorder and prevent public nuisance
- Whether customers have access to public transport when arriving at or leaving the premises

The proximity of the premises to other licensed premises in the vicinity and the hours of operation of those other premises policies and proposals for the orderly dispersal of customers

Noise

Licensing Policy 14

The Licensing Authority is committed to protecting the amenity of residents and businesses in the vicinity of licenced premises, particularly when late hours have been sought. Where relevant representations are received, the Licensing Authority will impose appropriate restrictions or controls on the licence to support the prevention of undue noise disturbance from licensed premises..

7.9 The changing nature of the town centres in Havering with increased residential use alongside commercial premises has led to increased noise complaints. The Licensing Authority will seek to balance the protection of residents from undue disturbance against noise and the activity that is the natural by-product of people going about their business, entertainment or leisure.

7.10 The Licensing Authority expects that premises intended for the provision of noise-generating licensable activities are acoustically controlled and engineered to a degree where the noise from the premises when compared to the ambient noise level will not cause undue disturbance. The Licensing Authority recognises specific difficulties associated with other premises structurally linked to would be licensed premises and the limit of sound insulation performance that can be achieved. In some circumstances licensed premises adjoining residential properties may not be appropriate.

Representation

The application is for 4 event days per calendar year between 1st May and 1st September. The festival site is on Aveley Road Upminster which is approached by country lanes with no footpaths. The festival operates a road traffic management plan to allow for ingress and egress of festival goers but this does cause disruption and nuisance for residents, businesses and through travellers who have to negotiate the one way system. If the event days are not on a weekend which includes a bank holiday it may lead to more disruption and public nuisance as the traffic is heavier.

The application terminal hour is for 3am which is considerably later than the Statement of Licensing Policy which would suggest that the terminal hour is 23.30 for a residential area. The festival has been running for 5 years and each year complaints about noise are received. The current Event Management Plan provided by the applicant has a terminal hour of 00.30 with music being played on 3 consecutive nights which is an increase on previous years. There is insufficient information in the application to assess why a 03.00 licence is required and whether public nuisance could be mitigated.

The application is for a total of 39999 people on site. This number comprises 30,000 day visitors, 7000 camping and up to 2999 staff, artistes and performers. This is an increase in number of day visitors from previous years and the transport system for egress is untested for this number of visitors. In the interests of public safety the number of day visitors should not increase due to the location of the festival site. The information supplied with the application is insufficient to assess whether the plans for ingress and egress are adequate for the increased numbers of festival goers. It is really important that staff and festival goers do not attempt to walk to and from the site as the country lanes have no footpaths and become dark of an evening, with not enough adequate lighting.

This application is for a permanent licence and once granted the licence can be transferred to another person or organisation. The Responsible Authorities have a good working relationship with Lime Green Events but any licence issued should have robust conditions so that any future licence holder can maintain high standards of operation.

Conditions on licence

If a licence is granted the Health and Safety Team as a Responsible Authority would chose to have the following items placed as conditions on the Premises licence.

The License is to be used for a maximum of 4 event days per calendar year which must be consecutive and include a Saturday. Mondays may only be event days on a bank holiday.

The Event management plan(EMP)shall be made up of the following documentation as a minimum and details of any other arrangements relevant to the event:

- Drug and Alcohol policy
- Campsite management plan
- Command, control and communications plan
- Crime prevention/reduction plan
- Crowd dynamics plan
- Fire safety management plan
- Health and safety risk assessments
- Major incident plan
- Medical and welfare plan
- Noise management plan
- Production schedule
- Sanitary facilities plan
- Security and stewarding operational plan
- Site plan
- Ticket and entry policy
- Trader information and management plan
- Traffic management plan
- Venues plan
- Waste plan
- Water supply plan
- Public safety management plan
- Schedule of key dates
- Wet weather plan

The Premises Licence Holder shall appoint suitably competent persons who shall prepare and implement the plans included in the EMP.

The contents of the EMP shall be fully complied with each year which shall convert to a condition of the licence on receipt of the approval in writing from the Licensing Authority.

The final version of the EMP will be published four weeks before the event and subject to Approval by the Licensing Authority as advised by the Safety Advisory group.

The terminal hour for music and entertainment shall be 23.30 on Friday, Saturday and Sunday.

Unless otherwise agreed with the licensing authority, the total number of people to be accommodated for the purposes of this licence at the event site at any one time shall not be more than 39999 (this figure must also include security, staff, catering concession staff, performers and employees.) and the total number of day visitors to the festival should not exceed 30,000 per day.

A complaints book or electronic record will be held on the premises to record details of any complaints received through the dedicated line and the action taken. The information is to include, where disclosed, the complainants name, location, date and time and subsequent remedial action taken. This record must be made available at all times during the event for inspection by Council officers. Records must be submitted to the Licensing team with a final log to be submitted within a further 7 days.

Complaint and Inspection History (if applicable)

Other documents attached

Signed:



Dated 18th January 2018

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From: Oisin.Daly@met.pnn.police.uk [<mailto:Oisin.Daly@met.pnn.police.uk>]
Sent: 05 February 2018 11:04
To: Licensing
Cc: Sally.Gilchrist@met.pnn.police.uk; richardh@cornerstonebarristers.com
Subject: Additional material WeAre reps

Hello,

Please find the additional material referenced in the police reps should anyone require it.

Regards,
Oisin Daly
PC 2364EA
Licensing Officer - Metropolitan Police – East Area

Police Licensing Team e-mail:
KD-Licensing@met.police.uk

Direct 01708 779162

Address - ROMFORD POLICE STATION 19 MAIN ROAD, ROMFORD, ESSEX RM1 3BJ or 5th Floor,
Mercury House, Mercury Gardens, RM1 3SL

**KD - Havering Borough
KD - Romford Police Station**

Havering Licensing Authority
Mercury House
Mercury Gardens
Romford
Essex
RM1 3SL

Romford Police Station
19 Main Road
Romford
RM1 3BJ
Telephone: 01708-432781
Facsimile:
Email:
Jason.Gwillim@met.pnn.police.uk

kdmailbox-
.licensingenforcementteam@met.pnn.police.uk

To Havering Licensing Authority,

Police Representation to the Application for a new Premises Licence at WeAre Festival, Damyns Hall, Upminster.

I certify that I have considered the application shown above and **I wish to make representations** that the likely effect of the grant of the application is detrimental to the Licensing Objectives for the reasons indicated below.

- 1. The prevention of crime and disorder,**
- 2. Public safety,**
- 3. The protection of children from harm**

The applicant has applied for a fixed term licence for an Electronic Dance Music Festival with a capacity of 29,999 and a campsite with a capacity of 9,000. An increase of 5,000 persons on last year and the campsite as a new addition, essentially a medium sized town.

There are concerns from a police perspective regarding the additional capacity and campsite. These are detailed below.

Concerns raised from last year's event include an allegation of false imprisonment of a nurse at a local hospital by someone intoxicated through drugs, unsolvable robberies due in some part to lack of CCTV in internal tents, underage patrons who were victims of crime, the obvious presence of drugs, poor search regimes and traffic related issues on egress.

1. The Prevention of Crime and Disorder

1.1 Security

The application contains several appendices including the security management plan as well as referencing the Event Management Plan in relation to the provision of security at the event.

There are details which have not been included which cause concerns, in the main these are concerned with security numbers and their specific roles. The final numbers of security personnel will apparently be confirmed six weeks prior to the event taking place, the applicant has stated that they will have security to cover all requirements, however, without adequate numbers these could be ineffective.

Areas of concern in relation to security at last year's event were highlighted at the time by licensing officers to the event control.

1.1.1 Searching at VIP gates

Plain clothes police officers attended last year's festival, officers were issued with VIP wristbands and proceeded to the security check. One officer's bag was given a cursory search and the other officer wasn't searched at all. Officers did not at any point identify themselves as police.

1.1.2 Searching at entry gates

An allegation was made by a patron that he was subjected to a "sterile search" by having his clothes removed and was assaulted by being touched in his genital area in a search tent by a security guard. (5410431/16).

Following a full investigation there was insufficient evidence to either prove or disprove the offence. A key factor in this was the lack of CCTV in the search tent.

1.1.3 Radio contact

Not all security inside the event have access to radio contact. Officers required assistance from a lone security guard stationed inside the venue, his role was to guard a fence, upon asking for assistance with persons detained in possession of drugs he stated that he did not have radio contact and could not leave his post. It took over a minute for any assistance to arrive after officers had to order the guard to leave his post.

A lack of radio contact with colleagues could leave guards vulnerable, especially those left on lone fixed posts.

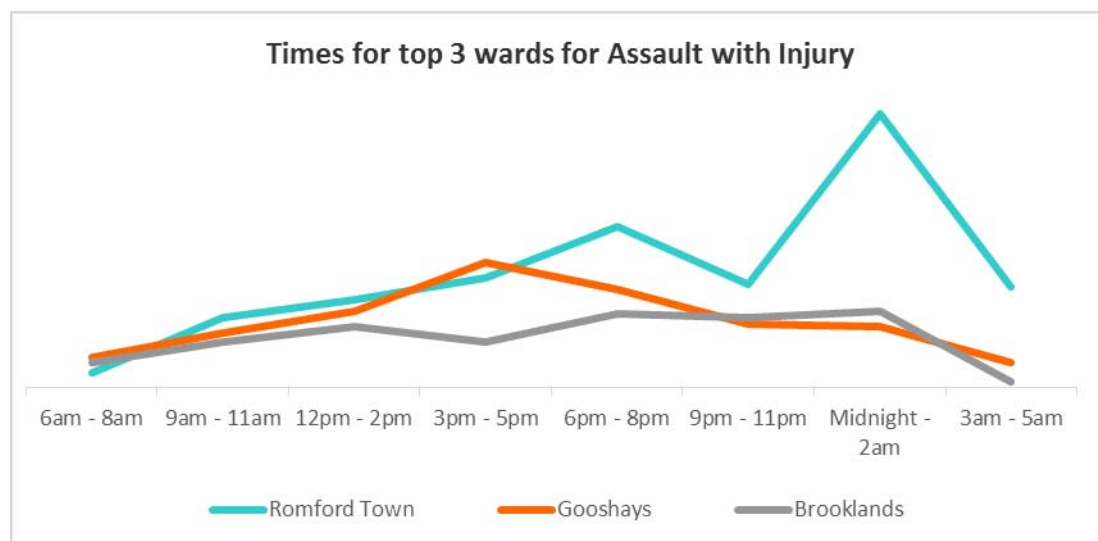
1.1.4 Campsite security

By definition the Campsite could be classed as a medium sized town.

Potentially the most vulnerable area of the whole event.

Data from 2016 shows that the majority of violent offences in Havering's night time economy occur between the hours of 11:00pm and 05:00am, peaking between midnight and 2am.

Levels of intoxication are increased, impairing judgement and decision making ability.



The absence of a comprehensive plan of security numbers, roles and responsibilities raises concerns that there will be inadequate manpower to deal with the demands of intoxicated patrons. There will be a need for adequate lighting and CCTV surrounding all licensable activities as well as a visible security presence.

The campsite itself will inevitably be a target for thieves and others intent on criminality. Research from national police event specialists has shown that thefts tend to be more prevalent on the first day of camping. Mobile patrols of the campsite will be required at all times in order to discourage criminals and provide visible reassurance.

As yet no contact has been made by the designated campsite manager regarding a more detailed plan.

1.1.5 Car Park Security

Concerns were raised at the 2016 regarding mobile patrols of the site car park. There appeared to be inadequate numbers of security guards on patrol in those areas. Officers on duty came across incidents involving drugs and assaults whilst patrolling the car park.

5408993/16 – ABH

Officers were called to reports of a fight involving a large group in car park E. A female sustained bruising to her head and two potential suspects that were chased were summonsed to court having been found in possession of class A drugs. There was no CCTV of the area to prove or disprove the offence.

5409000/16 – Criminal Damage

Police were notified of a vehicle found in the car park at Gate E of the venue car park, with the vehicle (VEH1) having had heavy damage to it. The front nearside window was smashed. The rear offside window was smashed. The entire rear window was smashed. And all four (4) tyres were flat but no puncture marks found. There was no CCTV of the area to prove or disprove the offence.

5409209/16 – Possession of Cannabis

Suspect searched in vehicle at car park and found in possession of two bags of cannabis.

1.1.6 Security at tented areas within arena

There were reports of serious assaults and robberies within event tents at the 2016 festival. In the instances below there was no CCTV available to identify any suspects for the offences.

5409104/16 – Robbery

At 2230 he was in the Paradise Tent attempting to buy some water, when SUS1 grabbed his GOLD necklace and ripped it from VIW1's neck. SUS1 was in a group of approximately 9 other males who then punched and hit VIW1 which caused him to fall to the floor. One of the suspects then removed VIW1's OMEGA watch from his wrist whilst he was on the floor.

5409095/16 – GBH

Victim said that he was in the blue tent and was assaulted by 25-30 people. He did not know why. He states his man bag was taken which had a phone, car keys and a large amount of cash which he did not wish to disclose how much. Victim said that he could not give descriptions and would not recognise the males again. There were so many and they just set upon him were all punching and kicking him and he kept getting up trying to run away. No one in the tent moved when he tried to run

through. He was assaulted so many times he can't recall. He cannot recall too much other than trying to get away.

At hospital he had his head glued and his hand bandaged.

5409153/16 – ROBBERY

I left the blue MK tent with my friends when a large man wearing a greyish/black top and wearing a hat wrestled my bag open and grabbed my phone out of it. I fell backwards from the force, and the man ran back into the crowd. My friend ran back into the tent but she could not see him in the large crowd. We reported it to security who commented "sorry nothing we can do, it happens all the time". We then went to the main information desk and reported it again. They said nothing that they can do either.

Of concern is the alleged attitude of security staff to the allegation that was made to them.

1.2 Drugs

There are well documented links between electronic dance music and recreational drugs, a recent Channel 4 documentary on the biggest influences on dance music found Ecstasy (MDMA) to be the number one biggest influence on the industry. The two could be said to go hand in hand:

<http://www.youredm.com/2012/08/14/drugs-and-dance-music-culture-part-1-the-importance-of-ecstasy/>

Education on the risks involved in taking a substance such as MDMA is readily available on the internet and frequently the lack of knowledge around the drug is given as the cause for deaths. Dehydration, over hydration and increased core temperature have contributed to deaths following consumption of the drug.

In 2016 deaths involving the drug were recorded at T in the park, Creamfields and Leeds festivals among others.

As Leeds Festival's Police Commander, Chief Superintendent Keith Gilert said, there is no safe way to take drugs.

1.2.1 The obvious presence of controlled drugs and psychoactive substances at WeAre 2016

The sole plain clothes police presence at the 2016 event was from police licensing officers.

It took approx. ten minutes of being at the event when officers came across a group of approx. 20 persons sitting in a huddle in the middle of the grassed area. It was clear that there were a group of middle aged IC3 males who were distributing balloons blown up with nitrous oxide at a cost to patrons.

When police intervened they seized a black holdall containing canisters, balloons and gas tanks. Upon calling for support to deal with the group there was no answer from control over the Airwave radio system. There were no security guards visible on patrols to assist. As a result several of the males dispersed into the crowd. The seizure of gas was taken back to event control and the security manager informed.

Upon re-entering the venue with the intention of conducting licensing inspections officers then witnessed a young male reach into a bag and hand a small yellow pill to a young female.

Both were detained and a subsequent search of the male found him in possession of 13 MDMA tablets and 10 wraps of Ketamine.

This male was arrested for possession with intent to supply and was subsequently convicted at court for that offence. He received an eight month custodial sentence suspended for eighteen months. (5408980/16).

There were numerous examples of persons also under the influence of MDMA at the 2016 event, the characteristics are clear and identifiable.

“MDMA, more commonly known as ecstasy or E, is a stimulant that produces euphoria, increased energy and confidence, agreeableness, a sense of emotional connection and closeness with others, and an increased appreciation for sound, color, light and touch (Davison & Parrott 1997:222-223). Physiologically, MDMA increases core body temperature, heart rate and sweating propensity, along with dilated pupils and clenching of the jaw (Davison & Parrott 1997:223).”

1.2.2 Drugs within the car park and external areas.

In spite of some limited mobile patrols of the car parks there were several arrests in relation to persons consuming drugs in the car park.

These are detailed in relation to car park security.

Also found by an officer patrolling the footprint of the festival were five discarded ecstasy tablets and an unknown white powder. The pills were blue and branded with the TESLA logo, orange TESLA MDMA pills in circulation at the same time were found to contain high levels of MDMA and a warning was issued to clubbers by a leading drug awareness charity.

KDRT00320890, 29/05/2016:

Page 427
“Whilst on duty within the footprint of the

*We are Festival
Damyns Hall Lane
Upminster
Essex*

The following item was found on the floor,

A clear snap bag with smelly proof written in green lettering on it

Inside the bag was a smaller snap bag containing a white powder substance and a further snap bag containing 5 blue tablets with the Tesla logo on"



1.2.3 The onward effects of consumption of drugs.

A disturbing incident occurred at Queens Hospital over the 2016 festival involving a male who had consumed drugs at the festival and developed drug induced psychosis, assaulting his partner, nurses and holding a nurse against her will.
(5409076/16)

Below is an extract from a merlin report for a vulnerable adult regarding the incident.
(16pac133551)

"The subject of this report attended the WEARE festival in Upminster on 29th May 2016 in company with his friends and current girlfriend and took an amount of Cocaine and MDMA.

At 0200hrs on 30th May 2016 the subject was admitted to Queens Hospital voluntary suffering from a drug induced psychosis accompanied by his family and girlfriend.

The subject was taken to the Mental Health Assessment room and remained locked in their for approximately six hours with his girlfriend as the drug induced psychosis became more pronounced the subject is seen on CCTV grabbing his girlfriend around the neck, he then places her in a headlock type hold with his forearm wrapped around her neck and it appears he is applying pressure as his girlfriends is clearly distressed and trying to break free.

The subject's attention is drawn to a nurse who enters the room, at this point the subject's girlfriend manages to break free and runs towards the nurse followed by the subject.

All three of them are now in a smaller washroom type area and the subject turns his attention to the nurse grabbing her by the throat and pinning her against a wall

Other Hospital staff come to assist and the subject prevents them access by blocking the door holding the girlfriend and the nurse against their will.

Police were called and officers were told the subject was holding a member of staff locked in a room he was in possession of a knife.

Officers arrive at the scene and detain the subject for ABH x2 and False imprisonment.

CAD 1914 refers

C/N 2141

CCTV booked into 66-2014

No knife was used or seen"

Four victims including nurses describe being severely disturbed by the incident, an incident which inevitably increased the strain on an already stressed Accident and Emergency department.

The suspect involved had no previous history with the police or mental health services, due in part to his mental health at the time of the offence being committed he was not prosecuted for the offence.

1.2.4 Drugs at the transport hub.

There were reports from members of the public regarding persons consuming drugs in and around the transport hub.

CAD: 4823/28may16:

"INFT- THERE IS A FESTIVAL ON NEARBY. THERE IS A GROUP THAT HAVE COME FROM FESTIVAL. HAVE SNUCK DOWN ALLEYWAY OFF OF STATION ROAD, BEHIND ROOMS DEPARTMENT STORE

-

THEY ARE TAKING DRUGS AT LOCATION.

-

1 MALE AND 1 FEMALE IN GROUP. SNIFFING AND TAKING DRUGS AT LOCATION."

CRIMINT KDRT00320967 02/06/2016
Intelligence following 2016 festival:

"WeAre festival Upminster residents' complaints

While on foot patrol around Upminster Station covering the arrival of people attending the festival a number of residents & members of public complained about the behaviour of attendees.

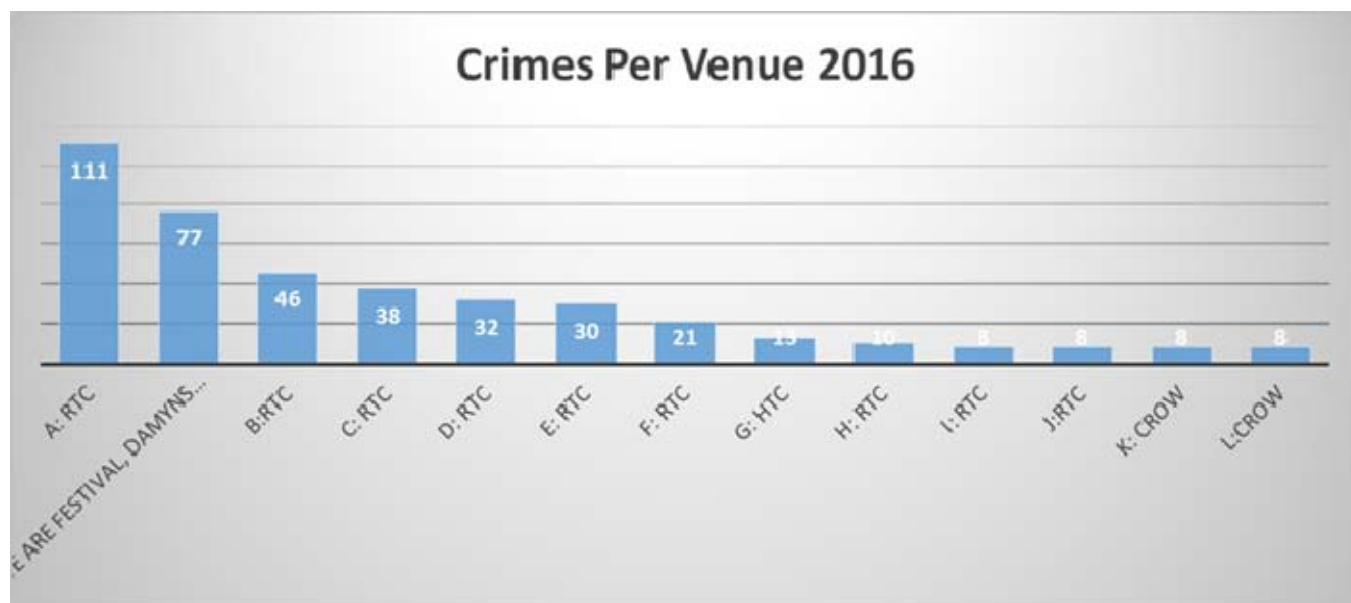
Drug taking and urination in the alleyway opposite the station which leads down to BERKLEY CLOSE. Cans, bottles and nitrous oxide canisters found discarded.

Urination in front gardens from junction of DEYNECOURT & HALL LANE leading up to train station.

Urination and drug taking in access alley & car park behind ROOMES with access from BRANFILL ROAD."

1.3 Crime Statistics

1.3.1 We Are Festival crimes in relation to Havering's NTE 2016



WeAre had 77 recorded crimes in 2016.

There were a total of 688 crimes in licensed premises in Havering in 2016.

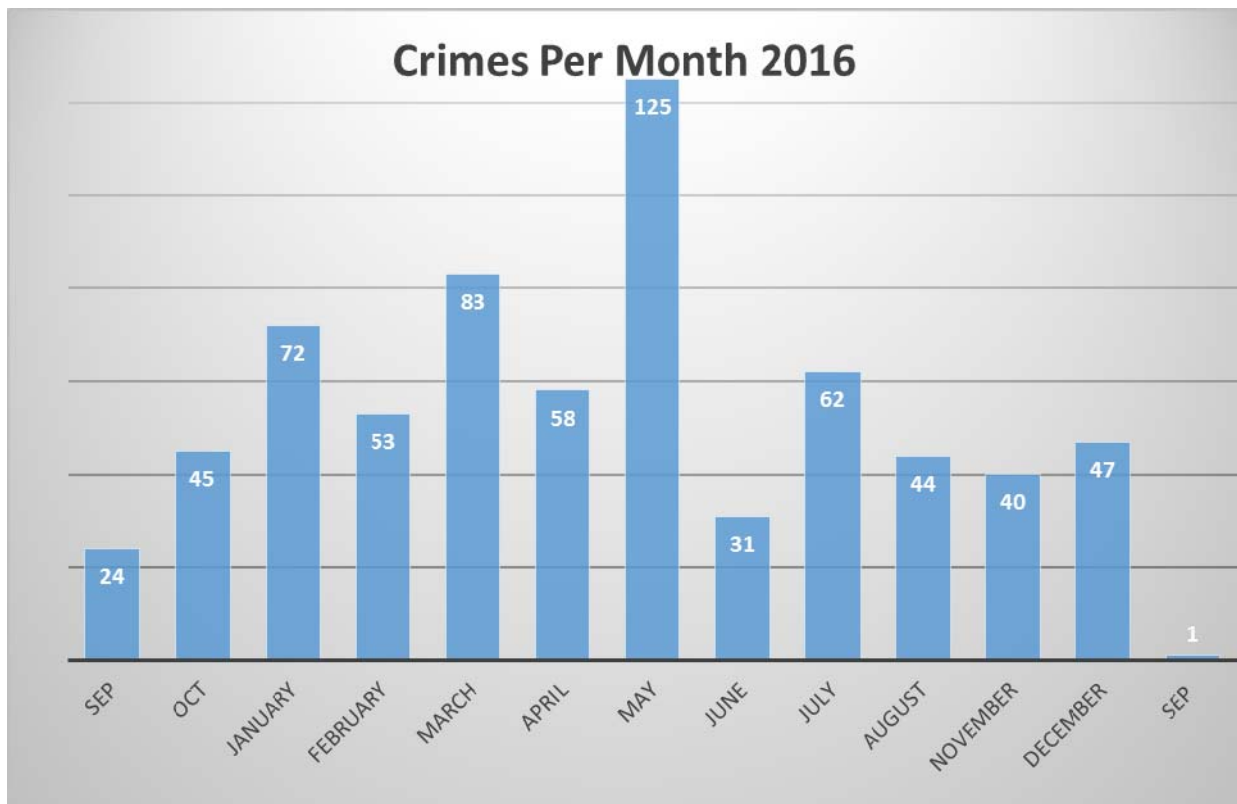
WeAre offences accounted for approximately 10% of all offences recorded in licensed premises, WeAre was the second highest contributor to recorded offences.

The two day festival had a footfall of 50,000 persons, in contrast the only venue which had more offences than WeAre has an annual footfall of approx. 200,000 persons per annum (A: Romford Town Centre).

Of Note Venues A, B, C, D, E, F and H all operate an ID scanning system to assist in the prevention and detection of crime. Frequently these systems have been used to identify suspects following offences occurring.

These venues also operate to at least a ratio of 1:100 door staff to patrons.

The table below illustrates a spike in offences in licensed premises for the month of May.



Police representations made in 2015 also reflect concerns over the impact of the event on overall crime in the borough:

“The We Are festival generated 79 theft person crimes this year which equates to 100% increase in crimes in the South of the Borough for the entire year to date. Without these crimes the Borough would be in reduction but we are now seeing a 3.5% increase and a 6.1% increase in mobile phone crime. With the crime generated from this one event alone, we are now unable to achieve our reduction for this year nor recover for next year.”

Technological advances in smartphones in recent years have seen mobile phone theft as less appealing to offenders, largely thanks to Apps which act as location tools. Nevertheless the event still generates a significant number of recorded crimes in relation to phone theft. 52 offences were recorded in 2016.

Alcohol and drug use creates vulnerabilities in persons who otherwise might be more conscientious in protecting their property, these vulnerabilities are increased when individuals are under 18. Examples of victims of phone theft under the age of 18 are contained in the protection of children from harm.

2. Public Safety

2.1 The role of the Designated Premises Supervisor

Revised Guidance issued under section 182 of the Licensing Act 2003

10.29

The main purpose of the 'designated premises supervisor' as defined in the 2003 Act is to ensure that there is always one specified individual among these personal licence holders who can be readily identified for the premises where a premises licence is in force. That person will normally have been given day to day responsibility for running the premises by the premises licence holder. The requirements set out in relation to the designated premises supervisor and authorisation of alcohol sales by a personal licence holder do not apply to community premises in respect of which a successful application has been made to dis-apply the usual mandatory conditions in sections 19(2) and 19(3) of the 2003 Act (see Chapter 4 of this Guidance).

10.30

The 2003 Act does not require a designated premises supervisor or any other personal licence holder to be present on the premises at all times when alcohol is sold. However, the designated premises supervisor and the premises licence holder remain responsible for the premises at all times including compliance with the terms of the 2003 Act and conditions attached to the premises licence to promote the licensing objectives.

The event is multi-stranded, alcohol plays a part but it is clear that music is the main draw to the event. As per the section 182 guidance the DPS will normally have been given day to day responsibility for running the premises.

The proposed DPS is an employee of the company contracted to run the bars at the event.

It is not acceptable to hold the proposed DPS responsible for ensuring the compliance of conditions which do not relate to the sale of alcohol. The proposed DPS will have no influence over security at the event or the campsite.

3. Prevention of Public Nuisance

3.1 The impact of the event on local residents.

Officers on patrol at the 2016 festival were approached by members of the public regarding issues with festival goers at the transport hub and in Upminster.

Upminster has a population of 12,833, public services and the local economy is designed to support this demography. Inevitably there will be a strain on the local economy and services with a 200% increase in the local population, albeit for a short period of time.

Anti-social behaviour is recognised as having a serious impact on people's wellbeing and their quality of life. Nuisance and ASB is defined by the Metropolitan Police as

"Nuisance - ASB is causing trouble, annoyance or suffering to the community at large rather than an individual or group"

This nuisance can manifest itself in a myriad of ways, it is also determined by the victims of ASB and nuisance themselves.

Examples include:

Rowdy or inconsiderate behaviour, drug taking, noise pollution, littering and street drinking.

4. The Protection of Children From Harm

4.1 Minors as suspects and victims of crime 2016

Possession with intent to supply – 16 year old male suspect, (5408964/16)

A 16 year old male was detained at the entrance tent having been found in possession of 40 MDMA tablets as well as a driving licence in the name of another. In interview he admitted that he intended to sell them at the festival, he was charged with PWITS and theft.

This was the males first and to date only offence, at court he received a four month referral order having plead guilty to both offences.

In mitigation the male did not gain entry to the festival and was detained by security staff. This incident does highlight the draw the festival has to persons under 18, in this instance a sixteen year old admitted that he had identified the festival as a venue to make a profit selling illegal drugs.

Victim of phone theft – 17 year old female victim, (5409149/16)

"Crime allegation: ^CALLER REPORTING MY DAUGHTERS PHOEN STOLEN - AT THE WE ARE FESTIVAL YESTERDAY BETWEEN 18:00-19:00 VIC. CHARLOTT MITCHELL 11/09/98 WE HAVE FOUND THE PHONE ON FIND MY IPHONE APP ITS IS AT [REDACTED]"

Date of offence: 29/05/16

Time of offence: 18:00-19:00

Location of offence: UPMINSTER

From PC KEMP at CRIB TIU: VIW1 states he is reporting on behalf of his daughter VIW2 who is a 17 year old juvenile. She apparently attended the We Are FSTVL with friends and had her iPhone inside her handbag which was zipped closed and also buckled down. Whilst she wore the handbag in a dense crowd an unknown suspect has managed to open the bag and steal the phone without her knowledge. No suspect seen, no witnesses, no forensic evidence and no cctv"

The Officer in the case conducted extensive enquiries to investigate the theft, attending the suspects address in Essex and liaising with Essex police. The phone has not been traced to date.

Victim of phone theft – 17 year old female victim, (5409244/16)

On 28/05/2016 at 1830 the victim was standing inside the PARADISE tent. The victim last recalls seeing her mobile phone inside her handbag at this time. The mobile phone was inside the victim's handbag which fastens with a zip. The victim was wearing her handbag across her body.

At 1900 the victim looked inside her handbag and noticed that her phone had been removed and taken from within. No suspect seen. The victim did not remove her handbag from her person at any time

The victim's friend called the victim's mobile phone. The phone had been switched off. The phone was on and charged whilst in the victim's possession

Victim of phone theft – 17 year old female victim, (5409214/16)

“viw01 reported the theft of her phone from her skirt pocket as she was walking at the venue by a male suspect unknown in a group pickpocketing it then making off in direction unknown

spoke to the victims and they confirmed the theft

viw01 stated she was at the festival with her boyfriend and had the phone in her skirt she noticed the group of boys very near her as she walked past and then went to use her phone and realised it was stolen

she tried ringing it and then overheard the suspect which was one of the group of youths saying he stole the phone

victim went and confronted him and he denied it and threatened to punch her so she moved away and suspect made off in direction unknown”

The phone in question was later found in the lost property department of the festival and recovered to the victim.

Assuming that the victims of crime are an accurate sample of patrons who were at the festival then it follows that the same percentage of underage patrons could possibly have attended the event over the two days.

Based on 50,000 people attending over two days at a ratio of 3:77 under to over eighteen then there could have been 1,948 persons attending the festival under the age of eighteen.

5. Cost to the MPS and Taxpayer

At the 2016 festival there were three serials of officers deployed across three different start times, a full command team, radio control, detectives, licensing and central support.

An estimate of costs has been provided by central support:

“Not including your full command team... so all the GX, SX, and the BX’s,

Just the inspectors, Sgts/ DS and PC’s/ DC’s working on the day as an 8 hour shift, so not even including their overtime, or transport costs.

It cost roughly £27,360.”

£27, 360 is the figure for the basic manpower hours on the day of the event. This does not include the cost of investigating crimes after the event, the cost of detaining persons in custody the cost of processing individuals and taking them to court and the ongoing cost of rehabilitation following conviction.

This is a costly process for the MPS, the cost of detaining an individual in custody per hour is approx. £400, court cases can run into several thousands of pounds and investigations can be lengthy.

This comes at a time of austerity for the MPS as well as all the public sector. Costs need to be controlled and lowered and budgets are closely monitored.

Any increase in capacity or hours is likely to increase the levels of crime and disorder, this will also increase the cost to the taxpayer for policing the event.

6. Conclusion

The application asks for an increase of 5,000 persons on last year's festival. Crime levels at the event were significant enough to rank the venue second in the highest offending licensed premises per annum, this from a two day event.

- **Police request that the capacity of the event remain at 24,999.**

The venue have implemented a new security strategy, this involves five different security companies compared to last year's two. Police consider it appropriate that this revised strategy be evidenced at this year's event before any increase in capacity is considered.

There remain concerns regarding transport and infrastructure in the locality which may also restrict the capacity of the event.

The application requests a campsite with a capacity of 9,000. Police have serious concerns about the specifics of the management of the campsite. No details on numbers of security deployed at the campsite have been finalised or measures to reduce crime.

- **Police request that the capacity of the campsite be limited to 5,000, an identification scanner be a condition of entry to the campsite and security numbers be confirmed and agreed with the Havering borough partnership Inspector no later than 31st March.**

In addition to the event management plan Police would also suggest the following be added as conditions of the license subject to the costs being proportionate to the event:

- **All persons, equipment and vehicles to be searched on entry including staff and VIPS.**
- **CCTV to be installed at all points of searching and in search tents**
- **All security personnel to be in possession of and in contact with event radio control**

- Dedicated teams of mobile car park security patrols be deployed at the event and security numbers be confirmed and agreed with the Havering borough partnership Inspector no later than 31st March 2017.
- CCTV to be installed in all event tents, event bars and additional CCTV to be added to footprint of event of suitable quality to identify offenders.
- Mobile welfare teams, with visible uniform differentiating them from security or medical staff, to be deployed to the event with radio contact in order to identify, monitor and assist with persons intoxicated through drink or drugs. Numbers be confirmed and agreed with the Havering borough partnership Inspector no later than 31st March 2017.
- A member of the welfare team to be in contact with Queens's hospital prior to and during the event.
- Two members of WeAre security staff be deployed at Queens's hospital A+E dept. for the duration of the event to assist in any referred cases from the event.
- The DPS be a member of the management team of the applicant.
- Identification scanning equipment be used as a condition of entry to the event for all persons that appear under the age of 25 in accordance with Havering Councils guidelines on Challenge 25. Any persons not scanned shall have their photograph taken and a record made of their entry and the security supervisor permitting them entry.
- The venue have a dedicated crime reporting tent in the main arena where a member of staff will assist in reporting crime online utilising an online tool similar to the MPS online tool or a scheme such as Facewatch or its equivalent.
- A steel shield be erected around the perimeter of the campsite and event and constantly monitored by security staff.
- A designated member of staff to be responsible for the emptying and packaging of amnesty bins in the presence of police officers, this persons to identify themselves to police at event control at the start and conclusion of the event.
- Representatives from all five security companies to attend event control meetings.

- **Social media SPOC to be present in event control with social media updates shown on a separate screen in event control.**
- **CCTV Plan to be agreed with police by 31st March 2017 and added to the event management plan.**
- **Lighting plan to be agreed with police by 31st March 2017 and added to the event management plan.**

If I can be of any further assistance in this matter please do not hesitate to contact me at my office at Romford Police station or my colleagues in the licensing office.

Yours sincerely,

Inspector John Goodwin

On behalf of

Detective Chief Superintendent Jason GWILLIM,
Borough Commander Havering, Barking and Redbridge,
C/o Romford Police Station

18th January 2017.

(Field Day)


Victoria Park Eastside (as per site plans detailed in Annexe 4)
Grove Road
London
E3

Licensable Activities authorised by the licence

The sale by retail of alcohol
The provision of regulated entertainment consisting of Plays, Films,
indoor Sporting Events, Performance of dance, Live Music,
Recorded Music and similar

See the attached licence for the licence conditions

Signed by

John McCrohan 
Trading Standards & Licensing Manager

Date: 13th March 2014

**Part A - Format of premises licence**

Premises licence number

18005

Part 1 - Premises details**Postal address of premises, or if none, ordnance survey map reference or description****(Field Day)**Victoria Park Eastside (as per site plans detailed in Annexe 4)
Grove Road**Post town**

London

Post code

E3

Telephone number

None

Where the licence is time limited the dates

1st May 2014 to 30th September 2017

Licensable activities authorised by the licence

The sale by retail of alcohol

The provision of regulated entertainment consisting of Plays, Films, indoor Sporting Events, Performance of dance, Live Music, Recorded Music and similar

The times the licence authorises the carrying out of licensable activities

Supply of alcohol:

Friday, from 12:00 hrs. to 22:45 hrs.

Saturday, from 11:00 hrs. to 22:45 hrs.

Sunday and Monday from 11:00 hrs. to 22:15 hrs

Plays, Films, indoor Sporting Events, Performance of dance, Live Music, Recorded Music and similar

Friday and Saturday from 12:00 hrs. to 23:00 hrs.

Sunday and Monday from 12:00 hrs. to 22:30 hrs

The opening hours of the premises

Friday from 12:00 hrs to 23:30 hrs

Saturday from 11:00 hrs to 23:30 hrs

Sunday and Monday from 11:00 hrs to 23:00 hrs

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On sales only

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Waxarch Limited
Field Day / Eat your own ears
General Browning M O T H Club
Old Trades Hall
Valette Street
London
E9 6NU

Registered number of holder, for example company number, charity number (where applicable)

Waxarch Ltd : 06225071

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Jonathan Michael Reid

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Annex 1 - Mandatory conditions

No supply of alcohol may be made under the premises licence-

- a) at a time where there is no designated premises supervisor in respect of the premises licence, or
- b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence

Security Conditions

Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, such individuals must be licensed with the Security Industry Authority.

This does not apply to premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001, (premises with premises licences authorising plays or films), or

in respect of premises in relation to-

any occasion mentioned in paragraph 8(3)(b) or (c) of Schedule 2 (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or

any occasion within paragraph 8(3)(d) of Schedule 2 (occasions prescribed by regulations under that Act) unless the Licence specifically states otherwise.

Security activity means an activity to which paragraph 2(1)(a) of Schedule 2 of the Private Security Industry Act 2001 of that schedule applies, and Paragraph 8(5) of Schedule 2 (interpreting of references to an occasion) applies as it applies in relation to paragraph 8 of Schedule 2 of the Private Security Industry Act 2001

Responsible Drinking Conditions

1.

- (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—

- (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to;
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
 - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on;
 - (i) the outcome of a race, competition or other event or process, or
 - (ii) the likelihood of anything occurring or not occurring;
 - (e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
2. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
 3. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
 4.
 - (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

- (2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.
5. The responsible person shall ensure that;
- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
 - (b) customers are made aware of the availability of these measures.

Annex 2 - Conditions consistent with the operating Schedule

None

Annex 3 - Conditions attached after a hearing by the licensing authority

- 1) The “Music Noise Level” (MNL) measured as a LAeq over any 15-minute from an agreed permanent noise monitoring position shall not exceed 75 dBA 15-minutes. The following three permanent noise monitoring positions have been agreed (as detailed below), but should it be found that these are not representative of the site layout or residential noise impact, then they may be relocated with the agreement of the licensee and environmental health.

The three agreed Permanent Noise Monitoring Locations

- i) Waterside Close, at the residential façade.
 - ii) Empire Wharf (within Victoria Park) in-line with the building arch.
 - iii) Wetherell Road (Iveagh Close) Day Nursery (within Victoria Park).
- 2) Low frequency noise shall be controlled so as not to cause a nuisance.
- 3) A competent Noise Consultant (as defined in the Noise Council’s “Code of Practice on Environmental Noise Control at Concerts”) shall be appointed by

the licensee of the event. This means a person with the ability to monitor noise competently and with the authority to control sound levels to ensure compliance with these noise conditions.

- 4) A direct means of communication between the Noise Consultant and the Officers of the Environmental Health Department must be made available. There must also be a separate radio channel dedicated to noise control.
- 5) The sound systems and other noise sources shall be positioned so as to minimise noise disturbance, in consultation with the Council's Environmental Health Department.
- 6) Sound tests shall be carried out in conjunction with the Councils Environmental Health Department before the event. This will determine the maximum noise levels that can prevail at agreed proxy monitoring positions so as to ensure compliance with the noise limits defined in condition 1.
- 7) A permanent noise monitor shall be placed at all "front of house" sound mixer positions, this must be able to measure 15 minute LAeq periods or less and print or store the results, Officers must be able to view all the results at the mixer position during the event. A copy of any noise measurements undertaken at permanent sound mixer or the 3 residential monitoring locations must be forwarded within 10 working days to the Environmental Health Department.
- 8) The Noise Consultant shall be able to demonstrate an up to date calibration certificate for all noise meters used according to BS7580: 1992 and be a minimum type 2 grade instrument according to BS5969: 1981.
- 9) Erection, dismantling and cleaning operations should only be undertaken during Council Policy working hours Mon. – Fri 8.00 a.m. – 6.00 p.m. and Saturday 8.00 a.m. – 1.00 p.m. unless otherwise agreed by prior consent. If work or operations are agreed outside of the above hours contact telephone number (not an answer phone) must be provided for the person in charge of these operations.
- 10) White noise "Broadband" reversing alarms shall be used on any forklift truck or vehicle likely to affect any residential property.
- 11) Any complaints received should be directed via a central complaints handling system and directed to our Officers and all concerned immediately by secure phone or SMS, not via an insecure wireless radio system. The Council's complaints procedure for taking and logging complaints must be followed at all times.

- 12) The licensee shall comply with any reasonable instructions given by the licensing authority that seek to control noise nuisance.
- 13) The noise-consultant must have a sufficient number of competent staff with the necessary authority, confirmed in writing by the licensee, to control the noise levels. This number should be agreed with Environmental Health in advance of the event.
- 14) No alcohol shall be taken off the licensed area.
- 15) Any mobile dispensing servers (MDS) will be accompanied by persons not involved directly in serving alcohol. These other persons ('shepherds') will be responsible, jointly with the sellers and security personnel, for ensuring that mobile units comply with the Challenge 21 policy used on site, including preventing proxy sales; and for the prevention of sales to intoxicated customers.
- 16) The licensee must ensure that all staff involved in MDS operations are fully aware of and understand the requirements of the Licensing Act 2003 and all related conditions applicable to the event.
- 17) MDS operators must carry a clear indication that a Challenge 21 protocol is in operation.
- 18) A Challenge 21 Policy shall be implemented, so that before being served alcohol, identification bearing their photograph, date of birth, and a holographic mark is checked. This will include, for example;
 - a. A photo car driving licence
 - b. A passport
 - c. A proof of age card bearing the PASS hologram.
- 19) That an Operating Schedule and Security Plan have to be sent to Police 3 months prior to the event.
- 20) That the Operating Schedule and Security Plan has to be agreed by Police by 1 month prior to the event. If in the event there is no agreement an ESAG meeting will be called.
- 21) That the event managers and organizers will comply with any reasonable request made by the Police event command team during the course of the event.

- 22) To ensure that the license conditions relating to the use of white noise reversing alarms are fully complied with throughout the tenancy at Victoria Park.
- 23) To investigate any further improvements to the sound system design that may reduce the impact on the residents property.
- 24) A representative of Environmental Protection to visit the property during the event live period to take noise measurements and qualitatively assess the impact of event noise on the property, and for all parties to use this information to drive further improvements in the management of the event.
- 25) To offer the opportunity to visit the site during the live period to show the licensees management controls and experience of the event.
- 26) Contact numbers to be given of the applicants and officers.

Annex 4 - Plans

The plans are those submitted to the licensing authority on the following date:

19th December 2013 dated 17/12/13 V1 2014-2017 Licensed area



Licensing Act 2003

Part B - Premises licence summary

Premises licence number

18005

Premises details

Postal address of premises, or if none, ordnance survey map reference or description

(Field Day)

Victoria Park Eastside (as per site plans detailed in Annexe 4)
Grove Road

Post town

London

Post code

E3

Telephone number

None

Where the licence is time limited the dates

1st May 2014 to 30th September 2017

Licensable activities authorised by the licence

The sale by retail of alcohol
The provision of regulated entertainment consisting of Plays, Films, indoor Sporting Events, Performance of dance, Live Music, Recorded Music and similar

The times the licence authorises the carrying out of licensable activities

Supply of alcohol:

Friday, from 12:00 hrs. to 22:45 hrs.
Saturday, from 11:00 hrs. to 22:45 hrs.
Sunday and Monday from 11:00 hrs. to 22:15 hrs

Plays. Films. Live Music, Recorded Music, Performance of Dance and anything of a similar description. Provision of facilities for making music, provision of facilities for dancing and anything of a similar description.

Friday and Saturday from 12:00 hrs. to 23:00 hrs.
Sunday and Monday from 12:00 hrs. to 22:30 hrs

The opening hours of the premises

Friday from 12:00 hrs to 23:30 hrs
Saturday from 11:00 hrs to 23:30 hrs
Sunday and Monday from 11:00 hrs to 23:00 hrs

Name, (registered) address of holder of premises licence

Waxarch Limited
Field Day / Eat your own ears
General Browning M O T H Club
Old Trades Hall
Valette Street
London
E9 6NU

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On sales only

Registered number of holder, for example company number, charity number (where applicable)

06225071

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Jonathan Michael Reid

State whether access to the premises by children is restricted or prohibited

Not restricted

(Lovebox Event)
Victoria Park East (area as per site plan)
Grove Road
London
E3

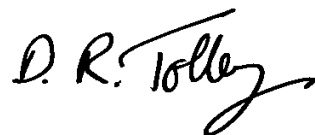
Licensable Activities authorised by the licence

The sale by retail of alcohol
The provision of regulated entertainment

Time Limited Licence: 18th July 2014 to 30th September 2017

See the attached licence for the licence conditions

Date: 25th June 2014



David Tolley
Head of Environmental Health and Trading Standards



LICENSING ACT 2003

Part A - Format of premises licence

Premises licence number

19940

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

(Lovebox Event)
Victoria Park East (area as per site plan)
Grove Road

Post town

London

Post code

E3

Telephone number

0207 688 9000

Where the licence is time limited the dates

18th July 2014 to 30th September 2017

Licensable activities authorised by the licence

The sale by retail of alcohol

The provision of regulated entertainment in the form of plays (both indoors and outdoors), films (both indoors and outdoors), indoor sporting events, boxing or wrestling entertainment (both indoors and outdoors), live music (both indoors and outdoors), recorded music (both indoors and outdoors), performances of dance (both indoors and outdoors) and anything of a similar description

The times the licence authorises the carrying out of licensable activities

The Sale by Retail of Alcohol (on premises only):

- Friday and Saturday from 12:00hrs (midday) to 23:00hrs
- Sunday and Monday from 12:00hrs (midday) to 22:30hrs

The provision of regulated entertainment in the form of plays (both indoors and outdoors), films (both indoors and outdoors), indoor sporting events, boxing or wrestling entertainment (both indoors and outdoors), live music (both indoors and outdoors), recorded music (both indoors and outdoors), performances of dance (both indoors and outdoors) and anything of a similar description:

- Friday and Saturday from 12:00hrs (midday) to 23:00hrs
- Sunday and Monday from 12:00hrs (midday) to 22:30hrs

The opening hours of the premises

- Friday and Saturday from 12:00hrs (midday) to 23:30hrs
- Sunday and Monday from 12:00hrs (midday) to 23:00hrs

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On sales only

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Mama Festivals Ltd
2nd Floor
Regent Arcade House
19-25 Argyll Street
London W1F 7TS

Registered number of holder, for example company number, charity number (where applicable)

Registered Number: 06798945

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Mr M Bowles
24 Carr Lane
Riddlesden
Keighley
West Yorkshire
BD20 5HN

Email: mick@eventsafetymanagement.com

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Licence Number: 865
Issuing Authority: Portsmouth City Council

Annex 1 - Mandatory conditions

No supply of alcohol may be made under the premises licence-

- a) at a time where there is no designated premises supervisor in respect of the premises licence, or
- b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence

Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, such individuals must be licensed with the Security Industry Authority.

This does not apply to premises within paragraph 8(3) (a) of Schedule 2 to the Private Security Industry Act 2001, (premises with premises licences authorising plays or films), or

in respect of premises in relation to-

any occasion mentioned in paragraph 8(3) (b) or (c) of Schedule 2 (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or

any occasion within paragraph 8(3) (d) of Schedule 2 (occasions prescribed by regulations under that Act) unless the Licence specifically states otherwise.

Security activity means an activity to which paragraph 2(1) (a) of Schedule 2 of the Private Security Industry Act 2001 of that schedule applies, and

Paragraph 8(5) of Schedule 2 (interpreting of references to an occasion) applies as it applies in relation to paragraph 8 of Schedule 2 of the Private Security Industry Act 2001

Where the exhibition of films is authorised, the admission of children to the exhibition of any film must be to be restricted as follows: If the London Borough of Tower Hamlets Licensing Section has issued a particular notification of restriction to the licence holder, that restriction must be adhered. Otherwise the recommendation of the film classification body must be followed. Children means persons aged under 18 and "film classification body" means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (currently the British Board of Film Classification)

1.

- (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

- (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—
- (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to;
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
 - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on;
 - (i) the outcome of a race, competition or other event or process, or
 - (ii) the likelihood of anything occurring or not occurring;
 - (e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
2. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
3. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

4.

- (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
- (2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

5. The responsible person shall ensure that;

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
- (iii) still wine in a glass: 125 ml; and

(b) customers are made aware of the availability of these measures.

Annex 2 - Conditions consistent with the operating Schedule

1. Full and detailed consultation will be undertaken by the Premises Licence holder with each of the responsible authorities. This consultation will take place through Event Planning Group or multi-agency meetings in the lead up to the event and during the event itself;
2. An Event Safety Management Plan (ESMP) containing detail appropriate to each year's Event will be produced and implemented in consultation with and with the agreement of the Responsible Authorities through multi-agency or Event Planning Group meetings;
3. The first draft of the ESMP, including a detailed plan of the site, will be submitted to the Licensing Authority, the Responsible Authorities and other members of the Event Planning Group for consideration at least three months prior to the event;

4. For each event the Premises Licence holder will produce a final ESMP (including the plan of the site) which must be agreed by the Licensing Authority prior to the event taking place;
5. A debrief meeting will be undertaken after each event;
6. Use of event and pre-event communications strategy to provide anti-crime messages;
7. Exercising the right to refuse entry to any unauthorised/disorderly person, by means of screening on the entry points to the event;
8. Implementation of various operations to disrupt the misuse of drugs amongst those proposing to attend the event, and to support the Event Organisers continuing “zero tolerance to drugs” policy;
9. In conjunction with MPS and other relevant stakeholders, each year the licence holder will produce;
 - a) Crowd Management, Security & Stewarding Plan
 - b) Alcohol Management Plan
 - c) Egress Plan
 - d) Crime Reduction Plan.
10. In conjunction with LBTH Health & Safety and other relevant stakeholders, each year the licence holder will produce;
 - a) Risk Assessment
 - b) Fire Risk Assessment
 - c) Schedule of Temporary Structures
 - d) Questionnaire and Inspection schedule for Food Traders
 - e) Rules for Site contractors
11. The Premises Licence holder will set up a publicised meeting each year with local residents prior to the relevant Event to discuss plans for the Event and receive residents’ representations;
12. The Premises Licence holder will set up a publicised meeting each year with local residents after the relevant event to receive residents’ representations;
13. Age restrictions apply to each event, with no entry for unaccompanied under 18 year olds;
16. Monitoring of alcohol outlets by security staff and bars management team, briefing to bar staff;

17. Conditions agreed with defined local resident:
 - a) To ensure that the license conditions relating to the use of white noise reversing alarms are fully complied with throughout the tenancy at Victoria Park;
 - b) To investigate any further improvements to the sound system design that may reduce the impact on the residents' property;
 - c) A representative of Environmental Protection to visit the residents property during the event live period to take noise measurements and qualitatively assess the impact of event noise on the property, and for all parties to use this information to drive further improvements in the management of the event;
 - d) To offer the resident the opportunity to visit the site during the live period to show the licensees management controls and experience of the event;
18.
 - a) An Operating Schedule and Security Plan have to be sent to Police 3 months prior to the event.
 - b) The Operating Schedule and Security Plan has to be agreed by Police 1 month prior to the event. If in the event there is no agreement an ESAG meeting will be called.
19. The event managers and organizers will comply with any reasonable request made by the Police event command team during the course of the event.
20. No alcohol shall be taken off the licensed area;
21. Any mobile dispensing servers (MDS) will be accompanied by persons not involved directly in serving alcohol. These other persons ('shepherds') will be responsible, jointly with the sellers and security personnel, for ensuring that mobile units comply with the Challenge 21 policy used on site, including preventing proxy sales; and for the prevention of sales to intoxicated customers;
22. The licensee must ensure that all staff involved in MDS operations are fully aware of and understand the requirements of the Licensing Act 2003 and all related conditions applicable to the event.
23. MDS operators must carry a clear indication that a Challenge 21 protocol is in operation.
24. A Challenge 21 Policy shall be implemented, so that before being served alcohol, identification bearing their photograph, date of birth, and a holographic mark is checked. This will include, for example;
 - a) A photo car driving licence
 - b) A passport

- c) A proof of age card bearing the PASS hologram.
- 25. Licence to be used for a maximum of three event days per calendar year;
- 26. Event days must be consecutive and include a Saturday;
- 27. Mondays may only be event days on a Bank holiday;
- 28. Events days may only take place in period 1st May–30th September each year;
- 29. Event dates to be agreed by the Licensing Authority and responsible authorities and once agreed publicised at least six months prior to the event.

Annex 3 - Conditions attached after a hearing by Thames Magistrates Court (Case Number: 011401425156) on 25th June 2014

- 1. The “Music Noise Level” (MNL) measured as a free field LAeq over any 15-minute period at any position on the boundary of the park or an agreed proxy location shall not exceed 75 dBA. Proxy locations have been agreed at:- Waterside Close (outside the park in the canal side), Empire Wharf (within the park), Wetherell Road (adjacent to the day Nursery within the park);
- 2. Low frequency noise shall be controlled so as not to cause a nuisance;
- 3. A competent Noise Consultant (as defined in the Noise Council’s “Code of Practice on Environmental Noise Controls at Concerts” shall be appointed by the licensee of the event. This means a person with the ability to monitor noise competently and with the authority to control sound levels to ensure compliance with these noise conditions;
- 4. A direct means of communication between the Noise Consultant and the Officers of the Environmental Health Department must be made available. There must also be a separate radio channel dedicated to the noise control;
- 5. The sound systems and other noise sources shall be positioned so as to minimise noise disturbance, in consultation with the Council’s Environmental Health Department before the event.
- 6. Sound tests shall be carried out in conjunction with the Council’s Environmental Health Department before the event. This will determine the maximum noise levels that can prevail at the agreed proxy monitoring positions so as to ensure compliance with the noise limits defined in Condition 1;

7. A permanent noise monitor shall be placed at all “front of house sound mixer position, this must be able to measure 15 minute LAeq periods or less and print or score the results, Officers must be able to view all the results at the mixer position during the event. A copy of all results measured must be forwarded as soon as reasonably practicable after the event to the Environmental Health Department;
8. The Noise Consultant shall be able to demonstrate an up-to-date calibration certificate for all noise meters used according to BS7580: 1992 and be a minimum type 2 grade instrument according to BS5969: 1981;
9. Erection, dismantling and cleaning operations should only be undertaken during Council Policy working hours Monday to Friday from 08:00hrs to 18:00hrs and Saturday from 08:00hrs to 13:00hrs unless otherwise agreed by prior consent. If work or operations are agreed outside of the above hours a contact telephone number (not an answer phone) must be provided for the person in charge of the operations;
10. White noise “Broadband” reversing alarms shall be used in any forklift truck or vehicle likely to affect any residential property;
11. Complaints shall be directed to Officers immediately by telephone via the Council’s emergency gatehouse telephone number, not radio. The Council’s complaints procedure for taking and logging complaints must be followed at all times;
12. The licensee shall comply with any reasonable instructions given by the licensing authority that seek to control noise nuisance;
13. The noise-consultant must have a sufficient number of competent staff with the necessary authority, confirmed in writing by the licensee to control the noise levels. This number should be agreed with Environmental Health in advance of the event.

Annex 4 – Plans

The plans are those submitted to the licensing authority on the following date:

As detailed on the Plan (outlined in red) submitted on 31st March 2014



Licensing Act 2003

Part B - Premises licence summary

Premises licence number

19940

Premises details

Postal address of premises, or if none, ordnance survey map reference or description

(Lovebox Event)
Victoria Park East (area as per site plan)
Grove Road

Post town

London

Post code

E3

Telephone number

0207 688 9000

Where the
licence is time
limited the dates

18th July 2014 to 30th September 2017

Licensable
activities
authorised by the
licence

The sale by retail of alcohol
The provision of regulated entertainment in the form of plays (both indoors and outdoors), films (both indoors and outdoors), indoor sporting events, boxing or wrestling entertainment (both indoors and outdoors), live music (both indoors and outdoors), recorded music (both indoors and outdoors), performances of dance (both indoors and outdoors) and anything of a similar description

The times the licence authorises the carrying out of licensable activities

The Sale by Retail of Alcohol (on premises only):

- Friday and Saturday from 12:00hrs (midday) to 23:00hrs
- Sunday and Monday from 12:00hrs (midday) to 22:30hrs

The provision of regulated entertainment in the form of plays (both indoors and outdoors), films (both indoors and outdoors), indoor sporting events, boxing or wrestling entertainment (both indoors and outdoors), live music (both indoors and outdoors), recorded music (both indoors and outdoors), performances of dance (both indoors and outdoors) and anything of a similar description:

- Friday and Saturday from 12:00hrs (midday) to 23:00hrs
- Sunday and Monday from 12:00hrs (midday) to 22:30hrs

The opening hours of the premises

- Friday and Saturday from 12:00hrs (midday) to 23:30hrs
- Sunday and Monday from 12:00hrs (midday) to 23:00hrs

Name, (registered) address of holder of premises licence

Mama Festivals Ltd
2nd Floor
Regent Arcade House
19-25 Argyll Street
London W1F 7TS

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On sales only

Registered number of holder, for example company number, charity number (where applicable)

06798945

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Mr M Bowles

State whether access to the premises by children is restricted or prohibited

No entry for unaccompanied under 18years

PREMISES LICENCE

Receipt: SELMS00001215

Premises Licence Number: LN/000012182

This Premises Licence has been issued by:

***The Licensing Authority, London Borough of Haringey,
Urban Environment, Technopark, Ashley Road
Tottenham, London, N17 9LN***

Signature:

Date: 16th December 2013

Part 1 – PREMISES DETAILS

Postal Address of Premises or, if none, Ordnance Survey map reference or description:

**LIVE NATION
FINSBURY PARK
SEVEN SISTERS ROAD
LONDON
N4 2AB**

Telephone:

Where the Licence is time limited, the dates:

This License can only be used once hire of the park is agreed with the Parks Service of Haringey Council.

Licensable activities authorised by the Licence:

Supply of Alcohol

Regulated Entertainment: Plays, Films, Live Music, Recorded Music, Performance of Dance and Anything of a Similar Description

The times the Licence authorises the carrying out of licensable activities:

Regulated Entertainment: Plays, Films, Live Music, Recorded Music, Performance of Dance and Anything of a Similar Description

Monday to Saturday 1000 to 2230

Sunday 1000 to 2200

Supply of Alcohol

Monday to Saturday 1000 to 2200

Sunday 1000 to 2130

The opening hours of the premises:

Monday to Saturday 1000 to 2300

Sunday 1000 to 2230

Where the Licence authorises supplies of alcohol whether these are on and/or off supplies:

Supply of alcohol for consumption **ON** the premise.

Part 2

Name, (registered) address, telephone number and e-mail (where relevant) of holder of Premises Licence:

Live Nation (Music) UK Ltd
2nd Floor
19-25 Regent Arcade House
Argyll Street
London W1F 7TS

Registered number of holder, for example company number, charity number (where applicable):

02409911

Name, address and telephone number of designated premises supervisor where the Premises Licence authorises the supply of alcohol:

Mr Brian Peter Grew
221 Percy Road
Twickenham
TW2 6JL

Personal Licence number and issuing authority of personal licence held by designated premises supervisor where the Premises Licence authorises for the supply of alcohol:

Personal Licence:	21650
Issued by:	London Borough of Richmond Upon Thames
Expires on:	23 rd May 2018

Annex 1 –Mandatory Conditions

(2) Supply of alcohol: No supply of alcohol may be made under the premises licence-

(a) at a time when there is no designated premises supervisor in respect of the premises licence, or

(b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

(3) The second condition is that every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Additional Mandatory Conditions in relation to Supply of Alcohol

1.— (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—

(i) the outcome of a race, competition or other event or process, or

(ii) the likelihood of anything occurring or not occurring;

(e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

2. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

3. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

4.—(1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

(2) The policy must require individuals who appear to the responsible person to be

Annex 1 –Mandatory Conditions

under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

5. The responsible person shall ensure that–

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures–

- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
- (iii) still wine in a glass: 125 ml; and

(b) customers are made aware of the availability of these measures.

6. Exhibition of films:

(2) Where the film classification body is specified in the licence, unless subsection (3) (b) applies, admission of children must be restricted in accordance with any recommendation made by that body.

(3) Where–

(a) the film classification body is not specified in the licence, or

(b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question,

admission of children must be restricted in accordance with any recommendation made by that licensing authority.

(4) In this section–

“children” means persons aged under 18; and “film classification body” means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984.

7. Door supervision:

Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must

(a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or

(b) be entitled to carry out that activity by virtue of section 4 of that Act.

Annex 2 – Conditions consistent with the Operating Schedule

The licence will be limited to a maximum of 5 event days in any calendar year.

Before an event takes place, the event management plan will be finalised to the satisfaction of the Licensing Safety Advisory Group.

The Licensee shall demonstrate best practice in terms of crowd management and safety.

THE PREVENTION OF CRIME AND DISORDER

1. The Licensee will contract a professional and competent crowd management company to work closely with the event managers.
2. Planning meetings will be held in advance of the events with the Local Authority and other agencies to ensure that they are satisfied with the arrangements.
3. A suitable entry policy will be adopted which will include procedures for the searching of persons and their belongings on entry.
4. Ejection or refusal of entry will be carried out by licensed security staff.
5. The Licensee will require the contractor to be responsible for the bars to operate a strict Challenge 21 policy and all bar staff will be trained to adhere to this policy.
6. Police Role
7. The MPS will not perform 'stewarding' roles nor undertake the responsibilities of the event organiser or other agencies, as these are not police core duties, unless there is a formal request from the event organiser or other agency for Special Police Services (SPS), which the MPS agree to provide.
8. Notification and Finish Time
9. The promoter should notify MPS of a proposed event no later than three calendar months prior to the proposed date and provide an Event Management Plan.
10. The finish time PER EVENT must be agreed by the LSAG at least one calendar month prior to the event. This must take into account other events or travel issues that may have an impact.
11. Ingress and Egress
12. A comprehensive and satisfactory traffic management plan (TMP), including full details of ingress and egress management. This must be agreed by MPS, LBH (and other impacted local traffic authorities), TFL (as traffic authority and for Underground and Buses) and First Capital Connect. Without the agreement of all parties to the TMP one month before the event, the event cannot take place.
13. The TMP must be supported by a traffic management order (TMO) which will provide the lawful authority for all road closures and traffic diversions. This must have been approved by the relevant traffic authority/ies.
14. Implementation, management and enforcement of the TMP and TMO must be by adequately trained stewards. An event TMO may require these to be CSAS accredited.
15. Sufficient and appropriately briefed and trained staff must be deployed to manage queues at all transport hubs significantly affected by each event. The locations and timings of these deployments to be agreed with the LSAG.

Annex 2 – Conditions consistent with the Operating Schedule

16. Sufficient barriers must be provided in order to facilitate a safe queuing environment and deliver patrons to the stations at a rate that the stations can deal with.
17. The full cost of the TMP, including the TMO, staffing and barrier costs to be met by the organiser/promoter. Any request for the TMP to be supported by police officers, over and above the deployment determined by the MPS as required to discharge the core policing duties associated with each event, must be by way of a request for Special Police Services (SPS) pursuant to Section 25 of the Police Act 1996. The MPS reserves full discretion to refuse any request for SPS, and the TMP must not assume police support.

Crime, disorder and public nuisance

18. The MPS requires the promoter to work in partnership and make all reasonable efforts to reduce crime and disorder. The MPS seeks the following conditions:
 - Patrons entering the event should be subject to an effective search as a condition of entry; this may include the use of metal detecting wands and 'search arches' at ingress points. The level of search that patrons should be subjected too should be agreed with the SAG after an intelligence assessment.
 - The organiser to provide pre, during and post event crime prevention messaging through all available channels including social media and on-site screens, this messaging to be agreed with the MPS and be given sufficient prominence on site and on major ingress and egress routes;
 - There must be satisfactory stewarding and SIA accredited staff to deal with all reasonable eventualities, to be correctly briefed so they can engage with patrons in order to help prevent crime within the event footprint;
19. CCTV should be provided and the ability to provide recordings of footage in a removable format on site within a reasonable time. This footage should be made available upon request of the MPS; as a guide the minimum requirements for CCTV are as follows: Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of
 - a) Identification.
 - b) Provide a linked record of the date, time, and place of any image.
 - c) Provide good quality colour images during opening times.
 - d) Have a monitor to review images and recorded quality.
 - e) Be regularly maintained to ensure continuous quality of image capture and retention.
 - f) Staff trained in operating CCTV.
 - g) Digital images must be kept for 31 days. The equipment must have a suitable export method, e.g. CD/DVD writer so that Police can make an evidential copy of the data they require. Copies must be available within a reasonable time to Police on request.
20. Where the MPS Gold commander for the event considers it necessary to deploy officers overtly or covertly within the event space then the promoter should make every effort to facilitate this.

Major incident and contingencies

21. The EMP should incorporate major incident plans and procedures. These plans should address crowd safety issues, RVP's, access by emergency vehicles and arrangements for casualty evacuation.

Annex 2 – Conditions consistent with the Operating Schedule

22. The EMP should also include protocols for transference of control of the event to the MPS Silver commander in the event of a major incident or any incident beyond the capacity of the stewards to deal with.

The protection of children from harm

23. The MPS expects the promoter to operate a robust Challenge 21 policy with regards to the sale of alcohol on site. There should be sufficient provision by appropriately trained and accredited staff to deal with any U18's requiring assistance.

PUBLIC SAFETY

24. Specific risk assessments will be produced to ensure that all elements of risk are addressed as far as reasonably practicable and suitable and sufficient control measures adopted.
25. An agreed and appropriate level of emergency first aid and ambulance provision will be on site throughout the event. This will include mobile FA patrols, the levels of which will be determined by a medical risk assessment and HSG195.
26. A detailed fire risk assessment will be produced and suitable levels of portable fire fighting equipment will be provided on site.
27. Prior approval will be obtained for the use of any special effects and relevant health and safety information will be provided prior to the event.
28. The applicant will liaise with the London Borough of Haringey Environmental Health Department prior to the events to ensure that the appropriate information is made available in relation to food handling and hygiene.
29. A multi-agency Event Control Room managed by the applicant will be operational throughout events.

General matters

30. The consent of the Licensing Authority must be given for the proposed event to take place.
31. Unless otherwise agreed with the Council, the total number of people to be accommodated for the purposes of this Licence, in any event site at any one time shall not be more than **49,999** (this figure must also include security, staff, catering concession staff, performers and employees).
32. The tickets manifest must be shown to the Licensing Officer and a copy kept by LBH.
33. No events shall continue beyond 10.30pm as this is also a factor of the hire agreement and the current Parks Policy.
34. The cessation times for the sale of alcohol should be 22:00 Monday to Saturday nights and 21:30 on a Sunday. The terminating hours on Sundays may be extended by up to 30 minutes but only under the strict condition that the applicant will need to satisfy the Safety Advisory Group at least 28 days prior to the event that the licensing objectives will be met.
35. There will be no changes to finalise agreed EMP 1 month before the proposed event.
36. Permission for any deviation from this agreed EMP must be approved by the Licensing Authority before the license holder makes any alterations after this time.
37. The events shall be conducted in compliance with the Purple Guide Book for Safety at Outdoor Concerts.
38. Good quality CCTV Coverage must be provided to cover the concert site and all main public entrances to and from the concert site.

Annex 2 – Conditions consistent with the Operating Schedule

39. The provision and erection of an integrated system of prominent temporary signage, directing Concert Patrons to and from the Concert Site.
40. The locations of public toilets should be the subject of prominent directional signage.
41. The provision of adequate Temporary Lighting to be shown on layout map. Emergency lights to be turned on 1 hour before sunset.
42. The provision of adequate receptacles at each entrance to the Park for the storage and removal of seized alcohol.
43. No additional licences for casual trading will be considered in any area in close proximity to the Park on concert dates.
44. The provision and location of any ticket sales booth for the Concerts must be agreed as part of the EMP.
45. Upon request, authorised Enforcement Officers of the Responsible Authorities on duty in that capacity of Licensing Authority, Environmental Health Team, Metropolitan Police Service and London Fire Brigade, must be provided with security passes for full and free access at all times to each and every part of the licensed area.
46. EMP to include a strategy to give crime prevention advice and assistance to customers against theft, pick pockets, etc. There should be information points within the event space and at the entrance to the park.
47. The Licensee shall ensure that no person below the relevant age shall be permitted to view or participate in any performance subjected to age-related restrictions. Such steps will be set out and agreed as part of the EMP.
48. The Metropolitan Police Service (MPS) to have the right to check and, if necessary and appropriate, to veto any artists who are scheduled to perform at an event. This will be discussed in advance with the organisers and, where security and sensitivity allows, the MPS will give reasons for their decision. An initial list of proposed performers should be provided by the organisers to the licensing authority and the MPS no later than 3 months before the event starts, with the final list of performers is to be provided no later than 3 weeks before the event starts.
49. Where replacements are necessary due to illness or other unforeseen circumstances, details of any replacement performers are to be provided to the MPS as soon as reasonably practicable and prior to any marketing communications.
50. The Licensee shall reasonably request the performer to refrain from mingling with the audience, especially if there is a risk of an over-zealous audience. Any interaction with the audience must be pre-planned and agreed with the Licensing Authority. If the performer wishes to come down from the stage to interact with the audience, this should not be for more than 15 minutes for the entire performance unless otherwise stipulated by the Licensing Officer. If necessary, the performer must be escorted by sufficient security personnel. The Licensee shall also pre-select/limit the number of audience who wish to go on stage to present perform with the performer. No performer will climb any structure of the stage.

Annex 2 – Conditions consistent with the Operating Schedule

51. The Licensee shall reasonably request that performers do not sing or play any vulgar, obscene or banned songs or carry out indecent acts or make any vulgar gestures, actions or remarks during the performance. He shall also ensure that the attire of the performers do not offend the general public, e.g., attire which expose the groin, private parts, buttock or female breast(s).
52. The Licensee shall reasonably request that the songs / acts performed do not offend or denigrate any race or religion, demean, humiliate or insult the dignity of any section of the community.
53. The required number of designated disabled car park spaces shall be provided and shown on the layout plan. Induction loops should be provided at customer service points. A platform for disabled viewing must be provided to accommodate the numbers of wheelchair users and people with disabilities attending the events (including their carers where appropriate). The platform should have easy level access to and from the concert site. Dedicated toilet provision shall also be located adjacent to the viewing platform. There should be an adequate number of SIA/Stewards designated to assist in the smooth operation of all facilities in this regard.
54. The timings of events to be agreed to ensure that there is no conflict with nearby schools and concert goers.
55. Any music in the hospitality areas will be played at background levels after the main showdown times.

Communication conditions

56. A plan of the area that must be leafleted by the promoter no less than 14 days before the event is due to begin, this must be agreed with the licensing authority, Parks Service and Councils Highway Authority. This leaflet will have the information relating to any traffic management order, complaints line information, times of rehearsals, travel information, Waste/Litter Management Plan, vehicular access/parking restrictions, pedestrian access restrictions, preferred access routes etc.
57. A community hotline as outlined in the Enforcement Response representation must be provided and staffed by the promoter/or agency. This line must be in operation from 09:00 to midnight on the day of each concert. The facility is for local residents/businesses to call in with any complaints or concerns relating to issues surrounding the concerts. The community hotline number is to be published in the leaflet circulated by the promoter.
58. A contact number for residents for complaints during the build up and break down periods is also to be provided.
59. Complaints or concerns that cannot be dealt with by the promoter should be referred onto the appropriate Agency or the Licensing Officer onsite. A log of all calls must be kept and should be inclusive of name, address, telephone number, details of complaint, action taken, and any resolutions/outcomes.
60. A copy of the log of calls and associated information must be sent by e-mail to the Licensing Officer licensing@haringey.gov.uk following each concert. Figures on ejections from the event due to drugs or excessive alcohol use and or anti-social behaviour must be recorded. A medical breakdown will also need to be recorded and given to the Licensing Authority on request.

Annex 2 – Conditions consistent with the Operating Schedule

61. A communication system must be provided to ensure the effective operation of the site under both normal and emergency evacuation conditions. The Licensee must provide an adequate incident control centre and a rendezvous point for the Police and other emergency services.
62. There shall be a welfare point (or equivalent area) for the reporting and management of lost children. The welfare point will be staffed by trained (and appropriately certified by the Criminal Records Bureau) members of staff who will be in radio contact with the head steward and the safety co-ordinator.

Waste considerations

63. The Waste/Litter Management Plan contained in the Final Event Management Plan must be complied with in full. The pedestrian routes into the park must be looked after by litter teams during and after the Concerts. The specific areas will be: Station Place frontage on Finsbury Park Station, Stroud Green Road from Morris Place down to junction with Seven Sisters Road. Seven Sisters Road up to Manor House Station (including up to 150m into all side roads off Seven Sisters Road, Oxford Road, Perth Road, Woodstock Road and Ennis Road. These areas must be litter free by 6am on the morning after each Concert.
64. Neighbourhood Action Officers from Haringey Council will carry out ongoing inspections in the areas outlined above on concert days and an inspection the morning following each Concert.
65. A sufficient number of easily identifiable, readily accessible receptacles for refuse must be provided, including provisions for concessions. Arrangements must be made for regular collection. Public areas must be kept clear of refuse and other combustible waste prior to and, so far as is reasonably practicable, during the licensed event.
66. An information point or points to be made available around the site for customers to report concerns, lost phones, bags etc. Staff to be able to assist customers in contacting relevant companies to block phones or to put a stop on lost cards etc.

Alcohol considerations

67. The details in the final EMP relating to the Bars at the Events shall be complied with. The drinks can only be dispensed in plastic/paper cups or plastic bottles. No glass or cans are permitted with the exception of designated hospitality areas to which the public do not have access. SIA security staff must ensure that people in the hospitality area do not come into the main arena with glasses or bottles. Appropriate SIA and stewarding must be in place at all times to ensure that no underage person is sold or is consuming alcohol on the concert site. All bars must close by 22:00 on the night of each concert / 21:30 on a Sunday night. The terminating hours on Sundays may be extended by up to 30 minutes but only under the strict condition that the applicant will need to satisfy the Safety Advisory Group at least 28 days prior to the event that the licensing objectives will be met.
68. The name and contact telephone number of the Designated Premises Supervisor shall be displayed in a prominent position on the premises, so that it is clearly visible. Each bar should have a named individual managing the bar and this person must be Personal license holder.
69. Bars will not be permitted to run price promotions, happy hours or other promotions designed to encourage excessive drinking.

Annex 2 – Conditions consistent with the Operating Schedule

70. If mobile drink servers are to be placed in the crowd (MDS), they will need to be accompanied by SIA approved officers throughout the event. We would prefer this service was not offered and customers made to attend the bars to purchase alcohol.

SIA and Stewards

71. The provision of an agreed number of SIA and stewards at agreed locations outside the environs of the Park as part of the EMP, to ensure guidance is being given and directing concert patrons to the concert site both before and after the concerts.
72. All staff should be able to describe the provisions for disabled people's access.
73. The Licence Holder shall employ sufficient numbers of stewards/marshals as required by the size of the event as agreed in the EMP to ensure that patrons leave the premises safely. SIA stewards and general stewards must be proactive in preventing public urination in and around the park and must be fully briefed in this regard.
74. SIA and general Stewards must be proactive and manage large queues forming at sanitary accommodation areas. They must assist in the diversion of spectators from these over-crowded areas to alternative sanitary accommodation.
75. Any queue which forms outside the premises shall be stewarded at all times to ensure that minimal disturbance is caused.
76. The Licensee shall encourage patrons not to congregate outside the premises after the event has finished.
77. Promotional literature and tickets will contain information regarding public transport options and public conveniences and shall request persons to leave the area in an orderly manner.
78. Publicity and signage shall be produced to provide access information in advance of the event.

Sanitation

79. The contact details of the supervisor for the sanitary facilities to be provided to the Licensing Officer.
80. There will be a provision of adequate portable toilet facilities outside the concert site, each block of toilets to be suitably located to serve the event goes both on ingress as well as egress from the event. Toilets to be located :-
- Between Finsbury and Stroud Green Gate
 - Between Finsbury Gate and Hornsey Tavern Gate
 - Between Hornsey Tavern Gate and Manor House Gate
 - South of the main cafe above the concert area

Egress

81. Unless otherwise agreed, the Licensee must ensure an Egress Management Plan is presented to and agreed by the Haringey Safety Advisory Group, or their authorised representative, no later than 28 days prior to the event. Please note: The Egress Management Plan may require the
82. closure of Seven Sisters Road or other surrounding roads with the approval of the relevant authorities.

Annex 2 – Conditions consistent with the Operating Schedule

83. The robust management of this plan may require assistance from the MPS and appropriate costs associated with this will be met by the promoter. Provision of policing requirements should be jointly risk-assessed for each event.
84. For the avoidance of doubt the footprint of the concert will be viewed to include the areas within the traffic management order. Other transport hubs away from Finsbury Park station itself may require additional stewarding from the promoter. Costs are to be met by the promoter.
85. If the Egress plan requires the closure of Seven Sisters Road, agreement must be sought with TFL-Roads.
86. The provision of an agreed number of SIA and stewards at agreed locations outside the concert site to ensure concert goers do not exit the park into residential streets other than via those exits detailed in the Egress Management Plan.

Health and Safety

87. Adequate rigid barriers or fences designed to adequately resist right-angle and parallel loads commensurate with probable crowd pressure must be provided around any stage and other location where it is necessary to limit crowd pressure in the interests of safety.
88. Details of all marquees, tented structures and temporary structures should be provided including emergency exits and signage, fire warning and fire fighting equipment.
89. All fabric, including curtains and drapes used on stage for tents and marquees, or plastic and weather sheeting, shall be inherently or durably flame retardant to the relevant British Standards. Certificates of Compliance must be available upon request.
90. Full structural design details and calculations of any stages and structures, as approved by building control, to be erected within the licensed area, must be submitted to the licensing Authority at least 28 days beforehand. A certificate from a competent person or engineer that a completed structure has been erected in accordance with the structural drawings and design specification must be available for inspection prior to a relevant structure being used during the licensed event.
91. Any moving flown equipment must contain a device or method whereby failure in the lifting system would not allow the load to fall. All hung scenery and equipment must be provided with a minimum of two securely fixed independent suspensions such that in the event of failure of one suspension the load will be safely sustained.
92. The Event Organiser, contractor and any staff employed thereof shall comply with the Conditions of this Licence.
93. All functions relating to the setting up, the execution and dismantling of the event, the licensed area and all equipment are carried out in accordance with the Health and Safety at Work etc. Act 1974 and all related regulations, Codes of Practice and Guidance Notes. The Promoter must afford all assistance for the necessary inspections relating to Health and Safety both prior to and during the licensed event. All documentation required by the Health and Safety at Work etc. Act 1974 relating to contractors and employees must be available for inspection by authorised officers at all times during the licensed event.

Annex 2 – Conditions consistent with the Operating Schedule

94. There shall be a welfare point (or equivalent area) for the reporting and management of lost children. The welfare point will be staffed by trained (and appropriately certified by the Criminal Records Bureau) members of staff who will be in radio contact with the head steward and the safety co-ordinator.
95. Notification of any teams to be used related to the protection of merchandise must be shared with the Licensing Authority. Such teams do not have powers to deal with street trading or counterfeit merchandising matters outside of the licensed area.
96. The build up and break down time lines and changes to routes through the Park to be shared with the Licensing Team and Park Service to enable the relevant dates etc to be passed through to the public as part of the EMP.
97. The Licensing Authority reserves the right where it is considered that one or more of the above conditions have not been met to its satisfaction the consent for the event will not be given

THE PREVENTION OF PUBLIC NUISANCE

98. The Licensee will contract a competent acoustic consultant who, in liaison with the Licensing Authority will produce a Noise Management Plan specific to the event. The acoustic consultant representative will be on site throughout the event to ensure that noise levels are met.

Dealing with complaints

99. A complaints book or electronic record will be held on the premises to record details of any complaints received from neighbours through the dedicated noise line and the action taken. The information is to include, where disclosed, the complainant's name, location, date time and subsequent remedial action undertaken. This record must be made available at all times during the event for inspection by council officers of the initial record. Records must be submitted to the Licensing team with a final log to be submitted within a further 7 days.

Prevention of nuisance from light

100. Security lights/tower will be positioned to minimise light intrusion to nearby residential premises.

Stage areas

101. The Licensing Authority should be consulted regarding the siting of all stages in the premises and agree on their location for all productions.
102. The Premises Licence holder / appointed noise consultant shall be aware of the guidance contained in the Code of Practice on Environmental Noise Control at Concerts or any subsequent equivalent Guidance and make use of its recommendations where appropriate to the circumstances of this application.
103. Information provided to residents and businesses 2 weeks prior to the event must include a synopsis of information about the event including dates and times based upon the Premises Licence application, information on how it is intended residents will be protected from excessive noise and details of a dedicated and live complaints telephone line. The Licensing team will provide a list of roads within a reasonable distance from the Park specifying the required distribution list. A draft of the letter to residents and businesses must be provided to the Haringey Licensing team no later than 5 weeks prior to the event.

Annex 2 – Conditions consistent with the Operating Schedule

104. On the day before and on days during the event sound checks and rehearsals shall not exceed 90 minutes duration within an agreed 3 hour window. Times of sound checks and rehearsal will be agreed by the Licensing Authority with a final log to be submitted within a further 7 days. Sound checks and rehearsals are not permitted on any other day.
105. Monitoring of the locations representative of the noise sensitive premises (indicated below) must be undertaken by the appointed noise consultant on behalf of the Premises Licence holder throughout the times where there is regulated entertainment of any kind and readings / noise levels must be stored for subsequent reporting or disclosure to appointed Licensing Authority representatives as they are obtained and upon request at any time. A minimum of two persons must be available outside the park to monitor noise levels and to provide a response to complainants.
106. Table of Approved locations representative of the noise sensitive premises likely to experience the greatest increase in noise levels as a result of events held in Finsbury Park N4 and permitted noise levels

Sound levels at the representative locations

Location	Background Noise Level [Hourly LA90] 19:00-23:00hrs	Notes
Seven Sisters Road, N4	63 dB(A)	Taken approx. mid-way along park length. Very busy main road-traffic predominates.
Adolphus Road, N4	51 dB(A)	Taken mid-way between Gloucester Drive & Alexandra Grove. Runs parallel to Seven Sisters Road- minimal traffic - shielded by medium rise flats.
Woodstock Road, N4	47 dB(A)	Taken at North bend. Separated from park by busy railway line - rear bedrooms face park.
Stapleton Hall Road, N4	41 dB(A)	Taken 30m East of junction with Quernmore Road. Residential - minimal traffic - located on a hill overlooking North side of park.
Lothair Road South, N4	46 dB(A)	Taken 30m East of junction with Alroy Rd. Parallel to Endymion Road.
Rowley Gardens, N4	49 dB(A)	Taken centre of “quadrangle”. On East side of park & in middle of high rise flats.

Annex 2 – Conditions consistent with the Operating Schedule

107. Sound levels should not exceed the above background by more than 15dB when measured as a 15 minute LAeq.
108. Any reasonable request of the Licensing officer representative will be complied with by the Premises Licence holder in regard to sound levels.

General

109. A Noise Management Plan which is regularly updated in the run up to the event and is a “Live” document will be made available to the Licensing Authority and their representatives.

THE PROTECTION OF CHILDREN

110. Steps to address the protection of children will be identified in pre-event documentation.
111. The Designated Premises Supervisor will ensure that all bar staff are trained and fully aware and compliant of age verification procedures and requirements for alcohol sales, for example, Challenge 21.
112. Age restricted films indicating nudity or semi-nudity will not be shown in the presence of children.
113. Alcohol may only be sold to individuals over the age of 18 with valid proof of identification with one of the following:
 - A valid passport
 - A photo driving license issued in a European Union Country
 - A proof of age standard card system
 - A citizen card, supported by the Home Office

RESOLUTION

The Committee decided to grant the licence on the following terms:

Provision of regulated entertainment: Plays, Films, Live Music, Recorded Music, Performance of Dance and anything of a similar description:

Monday to Saturday:	1000 to 2230
Sunday:	1000 to 2200

Supply of Alcohol:	
Monday to Saturday:	1000 to 2200
Sunday:	1000 to 2130

For consumption **ON** the premises

Opening Hours:	
Monday to Saturday:	1000 to 2300
Sunday:	1000 to 2230

The above terminating hours on Sundays may be extended by up to 30 minutes but only under the strict condition that the applicant will need to satisfy the Safety Advisory Group at least 28 days prior to the event that the licensing objectives will be met. It was not considered proportionate to require the applicant to have to undergo a further application process in circumstances where the Safety Advisory Group agree to such an extension, no matter how remote this may seem at this stage. The Police are fully protected by such a condition.

All the conditions in the operating schedule are imposed, except where they contradict any of the conditions agreed with the responsible authorities, which take precedence.

For clarity, there were three sets of proposed conditions discussed during the hearing that were attached to an email from Mr Crier to Ms Barrett dated 13 December 2013, timed 12.32pm. These conditions are imposed, subject to the following amendments:

Licensing Authority conditions

The paragraph on page 2 referring to the robust search regime is removed.

On page 3, the final list of performers is to be provided no later than 3 weeks before the event starts.

On page 7, the first sentence of paragraph 4 shall begin 'Full structural design details and calculations of any stages and structures, as approved by building control, to be erected...' etc.

Enforcement Response conditions

Reference to the times licensable activities may take place do not apply and are subject to the already specified hours.

Under the paragraph dealing with complaints, reference to the 'finalised record' shall read 'an initial record' and that same sentence shall end 'with a final log to be submitted within a further 7 days'.

The first sentence of paragraph 7 is removed, and the following sentence is added to the end of that paragraph 'Sound checks and rehearsals are not permitted on any other day'.

Annex 3 – Conditions attached after a hearing by the licensing authority

Police conditions

The paragraph on page 2 referring to timings is removed as this is dealt with elsewhere within this decision.

The paragraph dealing with artist behaviour is removed as this is dealt with in the licensing authority's conditions.

The Committee did not consider it appropriate in all the circumstances to limit the number of events on an indefinite licence.

The Committee acknowledges that before an event takes place, the event management plan will need to be finalised to the satisfaction of the Safety Advisory Group. The Committee emphasises the requirement for the egress plan to contain satisfactory provision of stewarding from the event to key public transport links. There are many aspects that the Committee cannot condition today because of the nature of an indefinite licence, however it accepted the credibility that the applicant will address the issues that have arisen from recent events, albeit by other promoters. These include and are not limited to adequate provision of toilets and street cleaning.

Licensing Act 2003 Premises Licence

Premises Licence Number

Prem1020

Version Reference

16/00284/PRMTLE

Part 1 – Premises Details

Postal address of premises including Post Town & Post Code, or if none, ordnance survey map reference or description

Lock 'N' Load Events Ltd
Clapham Common Event Site
London

Telephone number

Where the licence is time limited the dates

25th August 2017 - 28th August 2017

Licensable activities authorised by the licence

Films (*outdoors only*)
Live Music (*outdoors only*)
Recorded Music (*outdoors only*)
Performances of Dance (*outdoors only*)
Entertainment Similar to Music/Dance (*outdoors only*)
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

Films

Friday	14:00 - 23:00
Monday	12:00 - 22:30
Saturday and Sunday	11:00 - 23:00

Live Music

Friday	14:00 - 23:00
Monday	12:00 - 22:00
Saturday and Sunday	11:00 - 23:00

Recorded Music

Friday	14:00 - 23:00
Monday	12:00 - 22:00
Saturday and Sunday	11:00 - 23:00

Performances of Dance

Friday	14:00 - 23:00
Monday	12:00 - 22:30
Saturday and Sunday	11:00 - 23:00

Entertainment Similar to Music/Dance

Friday	14:00 - 23:00
Monday	12:00 - 22:00
Saturday and Sunday	11:00 - 23:00

Supply of Alcohol

Friday	14:00 - 22:30
Monday	12:00 - 22:00
Saturday and Sunday	11:00 - 22:30

The opening hours of the premises

Monday	12:00 - 22:30
Friday	14:00 - 23:00
Saturday	11:00 - 23:00
Sunday	11:00 - 23:00

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

Alcohol may be supplied for consumption on the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Lock 'N' Load Events Ltd.
Unit 2 Sycamore Court
Royal Oak Yard
London
SE1 3TR

Email Address contact details
Email Address contact details

andrew@locknloadevents.com
andrew@locknloadevents.com

Registered number of holder, for example company number, charity number (where applicable)

Registered Company Number 05152712

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Mr Andrew Mattle
Charingworth Grange
Charingworth
Gloucestershire
GL55 6XY

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

Personal Licence No: LN:283999

Licensing Authority: London Borough Of Brent

Signed:.....

On behalf of the Head
of Community Safety

Dated:.....

Annex 1 – Mandatory conditions

1 MANDATORY CONDITIONS (Alcohol - on)

Condition A1.

No supply of Alcohol may be made under the Premises Licence:

- (a) At a time when there is no Designated Premises Supervisor in respect of the Premises Licence; or
- (b) At a time when the Designated Premises Supervisor does not hold a Personal Licence or is suspended.

Condition A2

Every supply of alcohol under the Premises Licence must be made, or authorised by a person who holds a Personal Licence.

Condition A3

- (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise)
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Condition A4

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

Condition A5

(1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

- (a) a holographic mark, or
- (b) an ultraviolet feature.

Condition A6

The responsible person must ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
- (iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Additional Mandatory Licensing Conditions, Minimum Drinks Pricing:

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

2. For the purposes of the condition set out in paragraph 1

(a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979

(b) "permitted" price is the price found by applying the formula - $P=D+(D \times V)$ where:

- (i) P is the permitted price,
- (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence

- (i) the holder of the premises licence,
- (ii) the designated premises supervisor (if any) in respect of such a licence, or
- (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

2 MANDATORY CONDITIONS

Door Supervision - except theatres, cinemas, bingo halls and casinos

1. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:

- (a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
- (b) be entitled to carry out that activity by virtue of section 4 of the Act.

2. But nothing in subsection (1) requires such a condition to be imposed:

- (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or
- (b) in respect of premises in relation to:
 - (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
 - (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).

3. For the purposes of this section:

- (a) "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and, which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and
- (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

3 MANDATORY CONDITIONS (Films)

1. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.

2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation by that body.

3. Where

- (a) The film classification body is not specified in the licence, or
 - (b) The relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question,
- admission of children must be restricted in accordance with any recommendation made by that licensing authority.

4. In this section "children" means any person aged under 18; and
"film classification body" means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984(c39) (authority to determine suitability of video works for classification).

Annex 2 – Conditions consistent with the Operating Schedule

1 GENERAL -ALL FOUR LICENSING OBJECTIVE

1. MAXIMUM ACCOMMODATION LIMIT SHALL NOT EXCEED 29,999

2. Notwithstanding references to Friday, Saturday, Sunday and Monday, THE EVENT SHALL TAKE PLACE OVER THREE DAYS ONLY, EITHER FRIDAY to SUNDAY OR SATURDAY to MONDAY

PRELIMINARY

3. The legal duties of the licensee are such that a "pop concert" is considered a "work activity" and is therefore subject to the Health and Safety at Work etc., Act 1974 and the various regulations made under it and any EC directives, which may also apply to the activity.

4. You are directly responsible for the event whether or not you are the employer. You will have responsibilities for the health and safety of third parties affected by the event including the audience and irrespective of whether they are your employees. Any employer contracted by the licensee shall be responsible for the health and safety of their employees.

5. The co-ordination and implementation of all safety procedures should be the duty of the event SAFETY CO-ORDINATOR (who shall be a competent person working in the field of health and safety who is fully conversant with health and safety law, regulations and approved codes of practice.

6. The LICENSEES, CHIEF STEWARD, and SAFETY CO-ORDINATOR should make themselves fully conversant with the guidance set out in the current Health and Safety Commission "EVENT SAFETY GUIDE ".

7. Control and management of the accommodation limit (including the VIP entrance) shall be by the use of a counting in system, an inspection of the all of the counters used for counting in and counting out, including the VIP section shall be undertaken by council officers periodically on both days throughout the event. Under no circumstances must the counters be clicked back to 0000.

PROMOTERS, CONTRACTORS & STAFF

8. The licensee shall ensure that all promoters, contractors and other personnel involved with the event are made aware of any condition contained within the licence and attached conditions that will affect their involvement in the event.

9. The following conditions are based on an accommodation limit of 29,999 people.

10. Should information be available to the licensee that the number of persons attending may exceed 29,999 he/she shall inform Licensing Officers, and on receiving their consent, arrange for the numbers of stewards, water points, toilets and first aid facilities to be increased in accordance with the HSE/Home Office EVENT SAFETY GUIDE - A guide to health, safety and welfare at music and similar events.

GENERAL

11. The licensee or a person(s) nominated by him in writing for the purpose, shall be in charge of and upon the site for the duration of the event.

12. The licensee or a person(s) nominated by him in writing for the purpose, shall together with the licensing officer (or their appointed delegate) inspect the site during the set up on the last working day before the event starts at a time to be confirmed by the event organiser(s).

13. The licensee or a person(s) nominated by him in writing for the purpose shall, together with licensing officer (or their appointed delegate), carry out a site inspection on each date of the event at 10am to ensure that all the requirements of the premises licence are in place and that reasonably practicable steps have been taken to protect the health and safety of members of the public by the licensee to the satisfaction of council officers, before the public are allowed on site.

14. The licensee or person(s) nominated by him in writing for the purpose shall meet with the Licensing Manager (or their appointed delegate) and all relevant officers, first aid personnel, the police, head of security and other personnel he may wish to invite along to the meeting the day before the start of the event, and at any other subsequent time(s) or days as may be determined by the situation on the site. Minutes of any such meetings shall be kept and issued raised will be referred to at subsequent meetings.

SITE

15. Prior to construction of the stage, tents and other structures on site, a meeting shall be held between the licensees, contractors and Council officers.

16. The licensee shall provide adequate illumination to the site as this is a late finish from dusk so as to ensure the safe movement within the licensed site and safe egress from the site.

(a) Before entering onto the site the licensee and his/her contractors should carry out a site survey to consider what steps are necessary to protect the concert site before and during the event.

(b) To inspect the ground conditions and determine the feasibility of placing the stage, tents and other structures on the site.

(c) To decide what additional works may be necessary having regard to the prevailing ground conditions at the time of construction.

17. This may require the laying of tracking over the site to protect the ground from damage by vehicular traffic and provision should be made in advance of the event date for this eventuality.

QUEUEING OUTSIDE THE PREMISES

18. Should it become obvious to the licensee or his representatives that a queue is likely to form outside the perimeter fence, the licensee or his representative shall put into place the following:-

o Barrier fencing is placed along the perimeter fence.

o Adequate security/stewarding personnel are on hand to ensure that those queuing for ticket trail round the fence behind the barrier fencing.

o The licensee shall ensure that the length of the queue is kept to a manageable length, that the queue is kept close to the perimeter fence and additional security should be available along the fence to safely manage the queue.

o Refuse receptacles and toilet facilities shall be placed outside the fenced area for the use of those queuing.

19. At site meetings with the Licensing Manager (or their appointed delegate) and other relevant parties, the licensee shall provide, on request the number of people on site. This number shall include those gaining access via the VIP gate(s), traders, the press, performers entourage and their bona fide guests. The licensee shall also provide information regarding the current length of queue.

20. Adequate arrangements shall be made with barriers for those collecting tickets (pick-ups) on the day, VIPs and Press on the day. The queues should be trailed, using the barriers, alongside the perimeter fence of the licensed site and not round the common.

PROVISION & VERIFICATION OF CERTIFICATES/QUALIFICATION

21. It is the responsibility of the licensee to ensure that staff, performers and volunteers are suitably qualified and capable of carrying out whatever function they have been allocated to. To ensure that where applicable, certificates and qualifications are sent to the council in time to allow for verification.

EVENT REPORT

22. The licensee shall request of all key service providers i.e. head of security, first aid providers, lost children, information stand, to maintain a record of all incidents and occurrences and action taken during the event. These shall be in writing a copy of which the licensee shall forward to the licensing officer not later than 14 days after the event.

RISK ASSESSMENT RESPONSIBILITY

23. It is the responsibility of the licensee(s) to ensure that all risk assessments and method statements carried out for the event and on his/her or their behalf, that he/she or they accepts from the author(s), have examined all possible incident(s) or dangerous situation(s) or occurrence(s) that may or likely to occur during the licensed event and satisfactory steps or actions taken or in place to prevent or address them.

2 PREVENTION OF CRIME AND DISORDER

SITE CONTROL (ELT ROOM)

24. There shall be a central control point on site within the licensed premises at which the licensees or their nominated representative in writing shall be available. A radio AND a working land line telephone for contacting the emergency services shall be installed. The number shall be made known the Lambeth Licensing Police Section. The room shall be manned at all times by a person capable of communicating with the emergency services in a comprehensible manner. The plan to the site as well as contact telephone numbers to two local hospitals and their addresses, that are less than 30minutes by road to the site, as identified by the first aid provider shall be available at this room. Access to the site for emergency vehicles shall be maintained at all times through LONG ROAD.

25. The event shall not commence before 14:00 on Friday, 11:00 Saturday and Sunday and 12:00 on Monday and shall end not later than 23:00 on Friday and Saturday and 22.30 on Sunday and Monday.

26. The event shall not commence until all the Council's requirements as contained in this premises licence in respect of the event have been carried out to licensing officer's (or their delegate) satisfaction.

27. Admission to all parts of the site shall be given to authorised officers of the Council at all times or to any such person(s) as they may require to assist them in carrying out their duties on both days throughout the event.

28. The licensee shall take all reasonable precautions for the safety of performers and the public admitted to the event.

29. The event site shall be fenced off from the rest of the common with dedicated and sign-posted entry and exits that are clearly visible from within the fenced area and immediately outside the fenced perimeter.

30. All the food vendors and drinks bars are to close no later than 22.30 Friday and Saturday, and at 22.00 on Sunday and Monday. The main stage will close at 23:00 precisely on Friday and Saturday at 22:30 on Sunday and Monday.

SALE OF TICKETS

31. (a) Sale of tickets on Saturday and Sunday is allowed as long as the following requirements are in place:-

- o Barrier fencing to be placed along the perimeter fence, keeping the queue on the side of the perimeter fencing.
- o Adequate security/stewards personnel are on hand to ensure that those queuing for ticket trail round the fence behind the barrier fencing.
- o Posters (A3 size) are placed along the perimeter fence to advise people if tickets are sold out. Stewards and security to advise arriving public if tickets are sold out.

- o The licensee shall ensure that the length of the queue is kept to a manageable length, that additional security should be available along the fence to safely manage the queue.
 - o Additional sales staff should be put behind the sales kiosks as and when necessary to facilitate faster service thereby reducing the length of the queue.
- (b) Consideration be given to setting up separate sales kiosk for cash sales and credit card sales.
32. At site meetings with authorised council officers, an update on the current length of queue and the occupancy figure present within the site, should be provided by the licensee.
33. Adequate arrangements shall be made with barriers for those collecting tickets (pick-ups) on the day, VIPs and Press. The queues should be trailed alongside the perimeter fence and not round the corner.

3 PUBLIC SAFETY

34. The licensee/safety co-coordinator/chief steward shall carry out a risk assessment of the event, to identify the number of stewards necessary to maintain control over the crowds attending the event. A minimum of 80 stewards shall be on duty on the day.
35. Stewards shall be not less than 18 years of age and shall wear distinctive dress such as fluorescent jackets or T-shirts inscribed front and back, badges and armbands are not a sufficient means of identification. Stewards must be thoroughly briefed before they begin their duties, should be made fully aware of their responsibilities and should be capable of taking appropriate action in any emergency. They should be located at key points where control is most needed.
36. All senior stewards shall be in communication with the central control by means of radios.
37. It is required that at least two stewards are provided at each vehicular entry and exit point to ensure that unauthorised vehicles are excluded from the site. They must be fully briefed about what vehicle passes are being used on the day and what areas the vehicles are allowed onto.
38. Professional stewards shall be employed to: -
- (i) ensure safety of the arriving crowds.
 - (ii) ensure the safety of crowds within the venue.
 - (iii) ensure the safety of departing crowds.

FIRE PATROL

39. Two stewards shall constantly patrol the site for the purpose of detecting fire hazards, including regular inspections around all tents.

SIGN-POSTING

40. All EMERGENCY EXITS, TOILETS, LOST CHILDREN, INFORMATION POINT, DRINKING WATER POINTS, AND FIRST AID POSTS shall be clearly indicated, such that it is visible from all parts of the licensed area. The preferred style is for these signs to be written on material/fabric and flown on goal post signs.
41. No vehicles shall be allowed to move around the site, or leave the site, until 1 hour after the finish of the event at 23:00pm on Friday, Saturday, Sunday and Monday or until such time that the licensee/safety co-coordinator/chief steward have carried out a safety sweep of the site and advised that it is safe for vehicle movement to commence.
42. Should it become absolutely necessary for a vehicle to move or be moved either for emergency or serious public health hazards, the event safety co-ordinator shall liaise with parks

officers and the vehicle shall be escorted at all times on to, or off the site with its hazard lights flashing and going at speed of not more than 5 mph.

43. The Council reserves the right to evict from the site any vehicle found moving around the site between the times specified above.

WARNINGS OF FIRE

44. Means should be provided for giving warning in case of fire. The means shall be such as to avoid creating alarm for the public whilst giving instant warning to appropriate members of staff. The use of a public address system with an agreed procedure may be sufficient. Further information on fire warning arrangements may be obtained from the fire authority.

FIRST AID

45. The first aid cover is to be provided by a competent service provider and shall comply with the following requirements:-

(1)The HSE Event Safety Guide scores the LOCK N LOADED event with a total of 31-35 banding. The event will have at least 2 ambulances, 4 ambulance personnel and 8 first-aiders and a paramedic.

(2)There will be 2 first-aiders in the pit area with the required equipment as listed in the event safety guide. (point 746 HSE Event Safety Guide). Provision to be decided on receipt of pit area details.

(3)There must be at least 1 medical facility (first aid unit/room) in position. Each medical facility should have the minimum requirements as listed in the Event Safety Guide (point 753 HSE Event Safety Guide,). Every effort should be made to have a suitable permanent structure.

(4)All ambulance service/medical provision should be on site prior to crowd build up and not leave the site until such time there has been an agreed stand down. (point 721 HSE Event Safety Guide)

46. The advice from the London Ambulance Service regarding outdoor events shall be adhered to

PUBLIC ADDRESS SYSTEM

47. There should be separate systems for the broadcast of the music and for public address in the event of an emergency. Both systems should be under the direct control of the Licensee, so that broadcast emergency messages can override the performance(s). The power supply should ensure continuous operation in the event of a failure of the primary power supply by means of an emergency supply automatically tripped in so as to allow continuous use of the PA system.

48. The public address system override systems should allow messages to be heard clearly and audibly in all tents. The systems should be accessible to the emergency services, if necessary.

49. In all other areas not covered by the public address override system stewards and security with radios should comply with the evacuation procedure as described in the emergency evacuation method statement.

ELECTRICAL INSTALLATIONS

50. A competent electrician is to be on duty at all times during the event. All temporary electrical installation shall conform with the requirements of the current edition of the regulations of the I.E.E. Sensitive earth leakage protection systems (residual current devices) having a rated residual operating current of not exceeding 30 milliamps shall be installed and maintained as part of the fixed wiring installations serving the stage area and the PA and lighting control decks. Where lighting circuits are run into tents, any metal supporting structure must be earth bonded for electrical safety.

DRINKS CONTAINERS

51. Under no circumstances must glass be brought onto the site. No glass containers or bottles shall be sold or distributed to any member of the audience, this to include the VIP areas and hospitality bars and area. ALL drinks in bottles MUST be decanted into plastic cups/receptacles.

STAGE

52. The stage shall be of substantial construction, and shall be signed off by a competent person to the approval of the Council's Building Control Dept., Tel:- 0207-926-1200 or via published email details.

53. The Building Control Officer shall be liaised with at an early stage and the licensee shall submit calculations as requested to demonstrate that the stage is capable of withstanding a loading of 7.5Kn/m².

54. In addition the stage should be designed to carry a point load of 2.5kN over an area 50mm x 50mm without causing damage to the floor and without excessive deflection of the floor panels (i.e. deflection of not more than 10mm).

55. A certificate signed by a competent person with regard to the stage and lighting towers shall be available for council building control officers.

56. The Building Control Officer requires the following conditions to be complied with:-

- (a) Safety blow-out panel in the enclosing fabric to the stage should be provided at the rear.
- (b) Blow-out panels should be released if the wind speed exceeds 35mph or if required by the Council's officers on site.
- (c) The enclosing structure should be bolted to the stage framework and subject to approval on site by Council's structural engineer.
- (d) The floor of the stage may be constructed of 21mm finished thickness timber boarding or of plywood not less than 18mm finished thickness suitably supported on steel or timber members.
- (e) Similar materials to those in (d) foregoing may be used for cladding the front and sides of the stage. Hardboard or plywood of lesser thickness may be used for this purpose provided that it has been rendered flame resistant by a process of impregnation accepted by the Council;
- (f) The stage shall be of sufficient height to deter individuals from trying to climb onto it should they succeed in passing any safety barrier erected;
- (g) Two exits shall be provided from the stage, sited as far away from each other as practicable and arranged to discharge to areas away from the public. These exits shall be kept clear of obstruction at all times.
- (h) No combustible material shall be stored under the stage.
- (i) Weather protection shall be provided over the entire stage area.
- (j) All sheeting used for weather protection and all back cloths or other drapes to the stage shall be inherently non-flammable or durably flame-proofed.
- (k) The staging contractor shall provide a written statement to the Council that the stage has been constructed in accordance with the drawings and calculations submitted.
- (l) A 2 metre high viewing platform for use of the Council & Emergency Services with access stairs for the purposes of crowd monitoring shall be provided at the sides of the stage.

STAGE BARRIER

57. A safety barrier shall be erected around the area occupied by the stage. No part of the barriers shall be nearer than 2m from the stages and the barriers shall be: -

- (i) constructed of a solid front e.g. 18mm block-board or plywood;

- (ii) not less than 1.1m high or not more than 1.2m high.
- (iii) designed, together with its fixing and connections, to withstand a pressure of 5kN/metre run applied at right angles to the barrier and 10cms below the top of the barrier.
- (iv) formed in the shape of an arc the ends of which curve away from the audience, so that any crowd pressure exerted against it will be dissipated side ways towards the ends of the barrier where suitable relief outlets for the audience should be provided. Such relief outlets should be so arranged that they do not provide vantage points for viewing the concert, with consequent obstruction of outlets.
- (v) Or as an alternative an interlocking "A" frame barrier meeting the requirements of (ii) (iii) and (iv) above, and which is anchored to the ground by spiking so as to prevent forward movement of the barrier when loaded to its design pressure.
- (vi) the stage barrier shall be raised to 2.4m at a point 6m into the side stages and the loading shall comply with current regulatory requirements.
- (vii) all barriers protecting the rear of stage areas shall be covered with sheeting to screen this area from the public view. Should fabric be used for this purpose a second line of fencing must be provided in front of the fabric to protect it against damage.

OTHER BARRIERS

58. Safety barriers should be provided to protect lighting towers, the control console, delay speakers, etc. If the barriers are not under the constant supervision of the attendants, either their height should be increased to prevent members of the audience climbing over them, or devices should be provided up to a minimum height of 2.4m.

POWER, LIGHTING AND SIGNAL CABLES

59. All cables must be run so as to be out of reach of the audience, either overhead on catenary wires or in cable ducts buried below ground, or if conditions allow in properly designed cable matting securely spiked into the ground so as to prevent a tripping hazard.

TREES

60. Adequate protection shall be in place for trees on site. This shall be in the form of fencing and shall be in place from 12noon on Saturday till the site break-down.

STAGE LIGHTING RIGS/SPOTLIGHTS

61. All lighting rigs are to be constructed so as to be structurally stable and capable of supporting the load imposed by the lamp units. All lamp units, flood and spotlights etc., fixed to the lighting rig or any position over the audience shall be secured by its primary fixing and a secondary safety chain having a safety factor of 1:6 (i.e. capable of holding six times the weight of the fitting to which it is attached).

FIRE FIGHTING APPLIANCES

62. Hand-held fire fighting appliances shall be provided as follows:

63. The following hand held appliances to be positioned in each tent.

- o TENTS & MARQUEES - 2 X 9 LITRE H2O
- o MAIN STAGE - 2 X CO2 & 2 X FIRE BLANKETS EACH SIDE OF STAGE
- o BACK STAGE - 2 X 9 LITRE H2O
- o CONTROL CONSOLES/MIXING DESKS - 2 X CO2 ,FIRE EXTINGUISHERS
- 2 X FIRE BLANKETS
- o BARS/FOOD STALLS - 2x9 litre H2O EACH & FIRE BLANKET

64. All tented structures shall comply with standards and conditions set out in appendix "A" and to the satisfaction of council officers.

LIGHTING TO TENTS

65. All tented structures shall be provided with adequate means of illumination from two independent sources.

66. When two lighting systems are provided each shall be so installed that a fault or accident arising to one system shall not jeopardise the operation of the other.

67. All emergency lighting installations shall comply with BS 5266 Part 1 and all internally illuminated exit signs shall comply with current legislation.

DRAPES & ARTIFICIAL DECORATION

68. Only hangings, curtains, upholstery and temporary decorations, complying with the relevant British (or where appropriate European) standards shall be used.

69. Curtains and hangings shall be arranged so as not to obstruct fire safety signs, fire extinguishers or other fire fighting equipment.

70. Curtains where permitted across doors, shall be hung in two halves on a free running rail to enable them to be easily parted.

DRINKING WATER

71. A plentiful supply of clean drinking water from a minimum of two water points shall be provided in the pit area, together with an adequate supply of paper or plastic cups.

72. The licensee shall carry out a risk assessment in writing to establish, if there is a risk of distress to members of the audience within the DANCE TENTS, and if so to provide water from behind the barriers to the audience.

73. Drinking water shall be available at the first aid points. Additionally, drinking water shall be provided elsewhere on the site to the ratio of one outlet for every 5,000. To avoid water logging of the ground in the immediate vicinity each tap should be of the self-closing type. For this event (25,000) there must be a minimum of 5 water outlets. This can include the first aid point.

74. Water should be provided through a mains supply, but if this is not possible, clean barrels may be used.

SPECIAL EFFECTS/PYROTECHNICS

75. No special effects, fireworks, strobes, lasers, or pyrotechnic effects are to be used or take place within the licensed premises area over the two-day period without the written approval of the Council.

MASSAGE AND SPECIAL TREATMENT

76. The premises is licensed to carry out massage and special treatment for the two day period. The event organiser shall ensure all necessary paperwork and permit is in place for this should it be planned to have this activity on site.

LASER DISPLAYS

77. Written permit prior approval for any proposed use of lasers at this event must be obtained from this office.

STROBE LIGHTING

78. In the event of a "consent to use" certificate being issued for the use of strobe lighting, the equipment shall be arranged to operate at fixed frequency within the 1-4 per second band. There shall be no unauthorised variation for the approved frequency should consent be given for this to be used.

79. Where the effects of more than one strobe is visible at the same time, the aggregate frequency of the strobes shall be within the 1-4 per second band.

LPG CONTAINERS

80. No liquefied gas bottles are to be stored on or under the stage, in dressing rooms or in any part of the site accessible to the public. No extra LPG cylinder shall be stored in the food stalls, extra LPG cylinders shall be stored off site, to be brought on site physically by the food vendor and not by car.

GENERATORS

81. All generators must run on diesel fuel only, they must be barriered off effectively to the satisfaction of council officers.

82. Generators shall not be refuelled on site, they shall be placed in positions approved by the council officers and shall be enclosed by barriers to the satisfaction of the council officers. All generators should be earth-spiked. No excess fuel to be stored on site.

MOBILE CATERING

83. All mobile catering stalls or vehicles in which cooking is carried out on site shall be equipped with a dry powder fire extinguisher and a fire blanket. Gas bottles in use for cooking shall be fitted with armoured hoses, which shall be connected by jubilee clips to the bottle outlet and the appliance inlet. All LPG containers and petrol or diesel generators shall be barriered off from the public. Spare gas bottles should be stored well away from the vehicle or stall and preferably off the site altogether. A CO2 fire extinguisher shall be readily available near to any diesel generator.

84. The licensee shall provide the Council's Food Team Manager, as soon as possible prior to the event, the names and addresses of all food traders issued with concessions to trade at the event.

EMERGENCY EXIT ROUTES

85. Clear exit routes of uniform width shall be maintained from the centre of the site to all designated exits. All exit routes shall be numbered as per the site diagram.

ACCESS FOR EMERGENCY SERVICES

86. The access route to the site for fire appliances and ambulances shall be kept clear at all times. The main emergency access route into the site shall be ROOKERY ROAD. The path leading to Rookery Road should be illuminated at dusk and should remain illuminated until the site is cleared at the end of each day.

87. Other access routes to be used are those stipulated in the Contingency Plan for Public Events, but only in the event of an emergency as outlined within the plan. For further clarification please contact the council's emergency planning officer on 0207 926 6148.

VEHICLES

88. No vehicle shall be allowed to move onto or around the site 1 hour before the site is open to the public i.e. at 14:00pm on Friday and 11am on Saturday, Sunday and Monday.

CAR PARKING

89. Traders parking of vehicles shall be confined to the designated parking areas approved by the Council's parks officers. Only vehicles displaying a fully completed organisers parking permit shall be admitted to the event parking areas. Any vehicle not displaying a valid parking permit must be removed from the site one hour prior to the public being allowed on to the site.

90. NOTE: If the licensee cannot provide adequate and experienced stewards to control the car parking, this on-site facility should be dispensed with.

GENERAL SITE LIGHTING

91. Adequate artificial lighting shall be provided to the event site and the exit routes there from after sunset, to ensure safe movement and egress from the common. There shall be provided to the site and on the exit routes from the site adequate telescopic lighting towers with secondary power supply, to ensure safe movement and egress from the following pathways:-

92. PROVIDE LOCAL FLOODED LIGHTING TO ALL TOILET BLOCKS unless the toilets are supplied with individual lighting.

- (a) PATH LEADING TO ROOKERY ROAD
- (b) ALL EXITS OUT OF THE SITE
- (c) FIRST AID SITE
- (d) BACK ENTRANCE TO THE SITE
- (e) EMERGENCY PLAN/EVACUATION PROCEDURE

93. It is the responsibility of the licensee to ensure that all volunteers, staff and participants are fully briefed on the emergency and evacuation procedure in place for the event. A meeting led by the Licensing Manager shall take place with the licensee and other relevant parties before the event commences on both days. The licensee shall provide a quiet place where the meeting can take place.

DRESSING ROOMS

94. Adequate dressing rooms and toilet facilities shall be provided for performers. All such rooms should be sited at least 6m away from the stage and the area occupied by the public. The route linking the dressing room with the stage may be protected by a roof of inherently non-flammable or durably flame proofed material. Dressing rooms should be so sited in relation to the stage as to ensure that no member of the public can gain access to the backstage area.

GAMES

95. The licensee, via the stewards and security and other personnel he may deem to employ should discourage any activity that may cause injury to members of the public both within the perimeter fence and outside the perimeter fence e.g. the playing of games such as frisbies, ball games etc.

ACCESS FOR DISABLED PERSONS IN WHEELCHAIRS

96. If it is anticipated that disabled persons in wheelchairs will attend the event, provision for their accommodation shall be made to the satisfaction of the council officers and in accordance with the requirements of the Disability Discrimination Act 1995. The disabled viewing platform shall be provided with associated stewarding and adapted WC.

4 PREVENTION OF PUBLIC NUISANCE

NOISE

97. REFER TO ANNEX 3

98. Bass levels from the music will be set at the time of the sound check on the day by the council's noise officer in conjunction with the licensee or his nominated representative. The agreed level shall be noted by both the council noise officer and the licensee or his delegated nominee.
Note ANNEX 3

(i) Enforcement action will be taken under the Environmental Protection Act 1990, Section 80 if the above requirements are not adhered to.

(ii) The sound engineer nominated in writing for the purpose by the licensee shall be in control of noise level throughout the event and shall operate independent of the DJ and artiste in all music areas within the licensed site.

(iii) The licensee's sound engineer shall, at regular intervals, take noise measurement readings both within the perimeter fence and at agreed points with council's noise officer, outside the perimeter fence.

99. Full registered office address of the sound system supplier to be forwarded to the pollution noise team a minimum of two weeks before the date of the event. In this instance by the 14th of August.
100. The sound system supplier to contact the pollution noise team before the date of the event with details of the equipment to be used on the day and to discuss the implications of not complying with the above noise conditions.
101. Contact name to be provided for the acoustics officers on duty on the day to ensure noise levels are complied with.
102. Sound system supplier to provide a sound level meter for their own use to ensure that noise levels set at the mixing desk on the day is not exceeded.
103. If the pollution noise team have to provide a sound level meter for use by the sound engineer and the sound level meter is subsequently damaged during use, the licensee is to pay for the repair by the manufacturer of the equipment for all damaged caused to the meter while in use by the sound engineer to monitor noise levels.
104. The licensee shall take care to ensure that no performance causes noise nuisance and he or his delegated nominee, shall respond positively to any reasonable requests from the noise/acoustics officers on duty during the event to for the sound level to be reduced.

TOILET ACCOMMODATION

105. Calculated on 29,999 people attending at any one time the toilet accommodation required for the event is shall be provided on the following scale: -

350 SENTRY BOX UNITS

90 4-BAY URINALS

6 ADAPTED WCs FOR USE OF DISABLED PATRONS

4 COUNTESS UNITS

106. Adequate toilets shall be provided in the back stage areas to the entertainment tents around the site for the exclusive use of artistes and crew.
107. Both sexes: wash-hand basins shall be provided at a ratio of 1 to 5 for all sanitary conveniences (WC's and urinals). Where slab urinals are used, each 600mm length equates to one space or urinal bowl.
108. Any temporary toilet accommodation shall be of the portable flush type and arrangements shall be made for constant supervision and emptying the tank of the units as necessary.

TOILET PROVISION FOR PEOPLE WITH DISABILITIES

109. Toilet provision for the people with disabilities should relate to the expected numbers of those attending in wheelchairs.

REFUSE - TRADERS & CATERERS

110. Each trader shall ensure that they have made provision for the collection and storage of refuse which occurs during the day from trading. They shall ensure that refuse bins by their stalls are emptied at regular intervals during the day into the skips provided on site.

REFUSE - GENERAL

111. Adequate provision is to be made for collection and storage of refuse during the event and suitable bins or enclosures provided for this purpose on site.

112. During the event, litter bins are to be emptied at regular intervals into the enclosures provided to the satisfaction of council officers.

113. The licensee to make arrangements to provide information to the public asking them not to drop litter on the site.

114. The licensee shall ensure that the site is clear of litter prior to the common being handed back to the council after site breakdown.

5 PROTECTION OF CHILDREN FROM HARM

Trading Standards Condition

115. To provide a list of all stall holders & traders names/business names, physical address and landline numbers. Also required is a general list of items to be sold e.g. food, toys, alcohol, clothes, etc. by the 14th of August for this year.

116. Organiser should only accept cheques or /and credit card payments from stall holders.

6 POLICE CONDITIONS

117. An event management and security meeting shall take place between event organisers and the Police before the event to agree adequate security and policing measures for the event.

118. Undercover security staff shall be tasked to identify dipping behaviour and illegal drug use.

119. Crime prevention advice to be publicised when advertising the event. Crime prevention advice to be in a prominent position at the entrance and at strategic locations within the venue - consider the use of a dot matrix screen or something similar. Security and stewarding staff to actively advise patrons who appear to be potential dipping victims.

120. Security shall be provided to support police in checking details of those individuals who have been identified by security as being possible suspects.

121. Protocol to be agreed between the organisers and police on dealing with lost property that may later be reported stolen.

Drugs

122. A policy shall be in place in line with the safety management plan. This shall include an anti-drugs message through media including use of legal highs.

123. There shall be media messaging stating that this is a drug free event and offenders will be ejected and subject to being dealt with by the criminal justice system, including that the borough has a Public Space Protection order (PSPO) against legal highs

124. Amnesty drug bins at the entrances and line-up point promoting that the event is drug free. These will need to be closely monitored by security and emptied regularly.

125. Organiser to consider the use of private security dogs at the entrances to identify dealers/users and encourage the use of the amnesty drug bins for those with personal possession.

126. There shall be a strict search policy at the entrance and VIP entrance. Advertising and ticketing to show that searching is a condition of entry.

127. Anyone suspected of possessing or taking drugs shall be ejected. Advertising and ticketing to show that this policy will be enforced, though this is subject to Security Head/security decision and Police if advice is sought.

128. The organisers should consider the use of CCTV with in the venue to monitor crowd dynamics and identify individuals involved in criminal activities.

129. ELT and ultimately Silver should be informed at the earliest opportunity on anyone who is being considered for conveyance to hospital where their condition is suspected to be linked to criminal activity. This is to allow an appropriate policing response to the incident should it be deemed necessary.

7 Conditions imposed at LSC Decision 22nd December 2014

- a. The applicant shall make suitable arrangements with the Lambeth Streetcare and Events Teams to ensure that litter picking patrols are included in the Event Management Plan so as to minimise the risk of public nuisance caused by litter.
- b. All the data collected by or on behalf of the premises licence holder or the event promoter, whether from the four monitoring points or elsewhere, that relates to the sound levels produced by the event shall be provided to Lambeth's Council's Noise Service within 14 days of the last day of the event. This data shall be provided along with any software necessary to read the data.

8 Appendices

APPENDIX "A"

TENTS AND MARQUEES

All tented structures shall comply with the following standard: -

- A. The fabric used for the tented structures shall be of inherently flame retarded fabric or durably flame retarded fabric when tested to BS 5438 test 2A and 2B or alternatively to BS7157. The Council requires a certificate for each structure stating that it meets with the above British Standard.
- B. The tents shall be properly assembled, structurally stable and adequately supported.
- C. A clear space of not less than twenty feet (20ft) in width shall be maintained around the perimeter of each tent. This clear space shall be barriered off/or else the guy lines and pegs of the tents shall be screened or covered to eliminate trip hazards or risk of injury.
- D. The grass on the site of and within twenty feet (20ft) of each tent shall be cut short and the cuttings raked clear. If the site is prepared during a spell of dry weather, the ground shall be wetted before erection of the tent.
- E. A sufficient number of suitable metal receptacles shall be provided and distributed within and in the vicinity of each tent for the purpose of receiving discarded smoking materials.
- F. Fire fighting appliances shall be provided and maintained in each tent in accordance with the schedule of fire fighting appliances.
- G. Cooking appliances or any equipment using bottled gas or paraffin shall not be used in any tent.
- H. Smoking shall be prohibited in any tent used as a dressing room, and "NO SMOKING" signs shall be displayed in any such tent.
- I. Guy ropes, tent pegs and stakes should not be allowed to obstruct a route to a place of safety.

J. All marquees in use after dark are to be provided with emergency lighting and illuminated exit boxes over each exit.

K. EXITS FROM ALL TENTS SHALL BE BY MEANS OF A CLEAR OPENING OR WOODEN EXIT DOORS OPENING IN THE DIRECTION OF ESCAPE FREE OF FASTENINGS OR WITH PANIC BOLTS. LACE UP TENT FLAPS AS EXIT DOORS ARE NOT ACCEPTABLE.

APPENDIX "B"

GUIDANCE TO ORGANISERS ON EMPLOYMENT OF STEWARDS

Registered door supervisors shall be provided to the licensed premises to prevent the admission and ensuring the departure from the premises of the drunk and disorderly without causing further disorder.

Registered door supervisors shall be provided to the licensed premises to prevent excluded individuals (subject to court bans or imposed by the license holder) from gaining access to the premises.

Registered door supervisors shall be provided to carry out searches on persons and to exclude those who may be carrying illegal drugs or offensive weapons.

Door supervisors shall be provided to the licensed premises to maintain orderly queuing outside of the premises.

Door supervisors working at licensed premises shall display their names badges on their outer most clothing, such that it is visible to the public and can be easily verified.

The premises licence holder or designated premises supervisor shall provide at least one female door supervisor - if female customers are to be subjected to body searches.

The premises licence holder or designated premises supervisor shall maintain a record on the premises showing the number of door supervisors, where and what times they are stationed on the premises, the displaying of named badges and proof of registration.

More detailed advice may be sought from the, New Scotland Yard or the Superintendent of your local police station.

It must be emphasised that a steward acts as a private person and cannot acquire or be delegated police powers or authority, nor any immunity from the law.

ORGANISATION

When preparing for an event, organisers should determine how many stewards and for what purpose they will be necessary.

It is imperative that organisers retain control of their event and to this end a definite chain of command should be established whereby stewards are aware to whom they are responsible and can refer matters for decisions.

A 'Head Steward' should be appointed, preferably from the organising committee, who will have the overall responsibility for all stewards, including their briefing.

The Head steward should make him/herself known to the senior police officer in charge of the event on the day or, preferably, at a time convenient to both parties prior to the event.

A 'Chief Steward' should also be appointed and they should have responsibility for either a section of the march or route, and/or specific locations.

There is no hard and fast rule as to the number of stewards that should be appointed for any event, but a guideline would be in the ratio of not less than one steward to every 50 participants.

Where participants are arriving by coach it is beneficial to appoint one or more stewards per coach.

Where possible there should be communication links between the head steward, chief stewards and stewards; i.e., portable telephones/'CB' radios, especially if the event is likely to attract a large number of participants or the route is of a long distance.

SEARCHES

A risk assessment must be carried out to determine how searches are to be carried out with regards to bags, especially back-packs carried by spectators into the fenced area. How to process any suspicious object or items recovered from random body searches, how to record, store and dispose off any such object or items.

The licensee is advised to ensure that regular searches are to be carried out under the stage area, and other parts of the site that large crowds may gather, e.g. in front of the stage.

IDENTIFICATION

Head steward, chief stewards and stewards should be readily identifiable as such by all persons participating in the event.

Previous experience has shown that the wearing of lapel badges alone, does not achieve this purpose and that a distinctive item of clothing is necessary.

It is recommended that a coloured tabard or armband be used and that such items be issued well in advance of the event.

POWERS

Stewards should be clearly instructed that they are acting as private persons and their status does not confer any advantage in law or allow them to act in anyway as police officers.

It is vital that they refer, immediately, to the police, any matters which are likely to lead to breaches of the law or public disorder.

Stewards must not become involved in such incidents.

The carrying of weapons in any public place without lawful authority or reasonable excuse is prohibited by law. This includes the possession of such a weapon as a deterrent.

Stewards must not carry or have with or near them any such weapons.

DUTIES

Stewards should confine themselves to acting on the instructions given by their supervisors, the licensee or advice received from the police.

The stewards are responsible for the discipline within the event. Usually police will only intervene in the event of:

- (a) there being a breach of the peace or the law;
- (b) the stewards failing to take action as requested; or

(c) persons within the event ignoring stewards' requests.

The police have a paramount duty to prevent breaches of the peace where possible.

Accordingly, should the instructions given to the stewards by those organising the event conflict with instructions given to the steward by police officers on the scene, the steward should be aware that should he/she ignore the police instructions he/she might be in jeopardy of committing the offence of obstructing police in the execution of their duty.

The use of tact and good humour cannot be over emphasised as it has the effect of defusing potentially difficult situations. People attending any event are likely to respond positively to licensees and their stewards who display the ability to control the event and guide the participants.

The response is more likely to be achieved if stewards ensure that they give participant's clear and accurate directions and advice which they can do if properly and fully briefed themselves.

APPENDIX "C"

NOISE

Please Refer to ANNEX 3

Annex 3 – Conditions attached after a hearing by the licensing authority

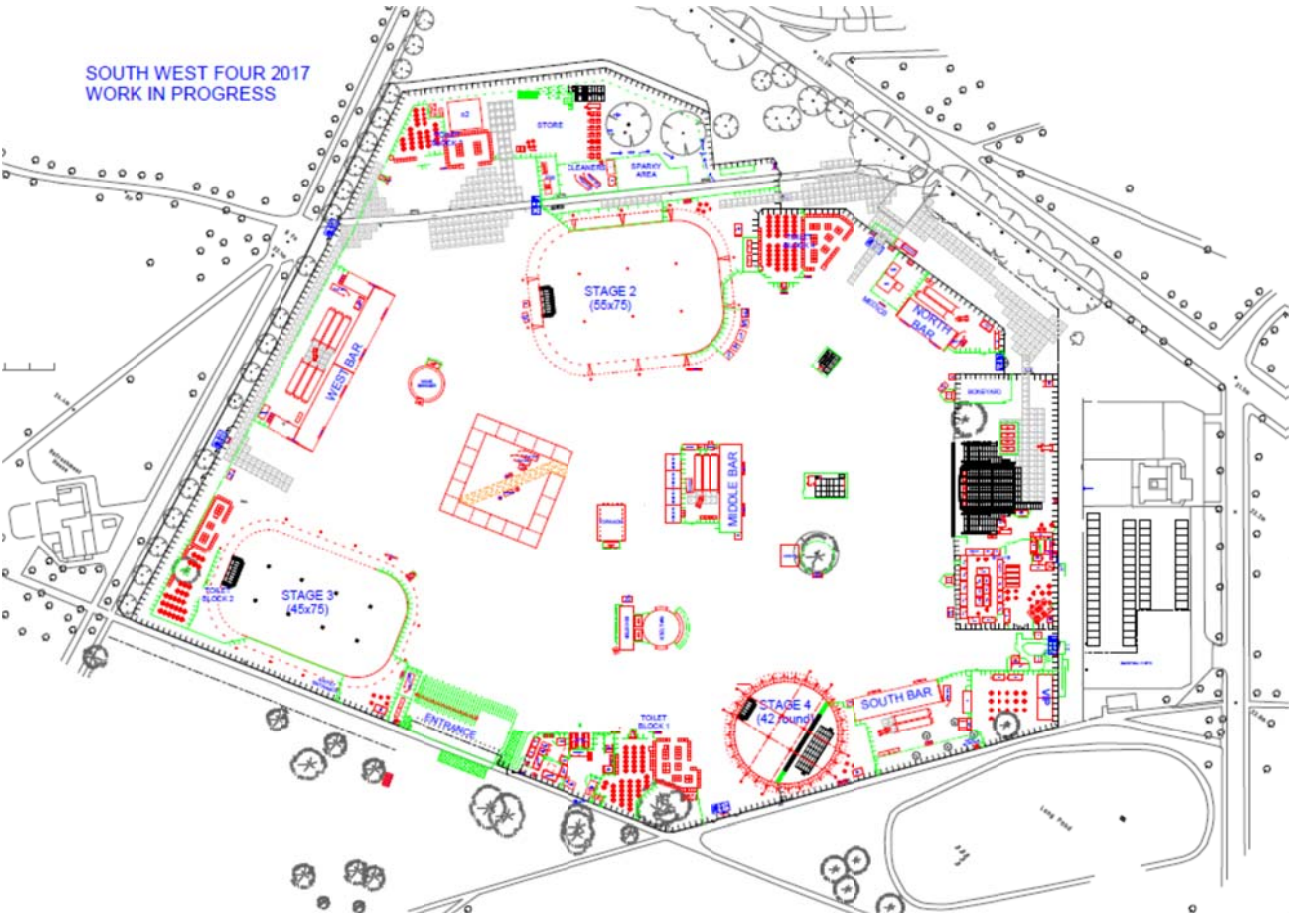
1 Consent Order Granted 24th February 2017

A Maximum music noise level (MNL) restriction of 70dB(A) Leq 15 Minutes and a low frequency MNL (LFMNL) restriction of 85 dB (C) Leq15 Minutes (free field) outside any noise sensitive premises at the Clapham Common West Side monitoring location in Wandsworth (i.e. 14 Clapham Common West Side) .

A Maximum music noise level (MNL) restriction of 70dB(A) Leq 15 Minutes and a low frequency MNL (LFMNL) restriction of 88 dB (C) Leq15 Minutes (free field) outside any noise sensitive premises at 94 Clapham Common Northside in Wandsworth) . The second respondent will monitor this location for the duration of the event and supply readings to all parties thereafter.

All music to cease at 22:00 on Monday 29th August 2017

Annex 4 – Plans



Licensing Act 2003 Premises Licence Summary

Premises Licence Number

Prem1020

Version Reference

16/00284/PRMTLE

Premises Details

Postal address of premises including Post Town & Post Code, or if none, ordnance survey map reference or description

Lock 'N' Load Events Ltd
Clapham Common Event Site
London

Telephone number

Where the licence is time limited the dates

25th August 2017 - 28th August 2017

Licensable activities authorised by the licence

Films (*outdoors only*)
Live Music (*outdoors only*)
Recorded Music (*outdoors only*)
Performances of Dance (*outdoors only*)
Entertainment Similar to Music/Dance (*outdoors only*)
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

Films

Friday	14:00 - 23:00
Monday	12:00 - 22:30
Saturday and Sunday	11:00 - 23:00

Live Music

Friday	14:00 - 23:00
Monday	12:00 - 22:00
Saturday and Sunday	11:00 - 23:00

Recorded Music

Friday	14:00 - 23:00
Monday	12:00 - 22:00
Saturday and Sunday	11:00 - 23:00

Performances of Dance

Friday	14:00 - 23:00
Monday	12:00 - 22:30
Saturday and Sunday	11:00 - 23:00

Entertainment Similar to Music/Dance

Friday	14:00 - 23:00
Monday	12:00 - 22:00
Saturday and Sunday	11:00 - 23:00

Supply of Alcohol

Friday	14:00 - 22:30
Monday	12:00 - 22:00
Saturday and Sunday	11:00 - 22:30

The opening hours of the premises

Monday	12:00 - 22:30
Friday	14:00 - 23:00
Saturday	11:00 - 23:00
Sunday	11:00 - 23:00

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

Alcohol may be supplied for consumption on the premises

Name, (registered) address of holder of premises licence

Lock 'N' Load Events Ltd.
Unit 2 Sycamore Court
Royal Oak Yard
London
SE1 3TR

Registered number of holder, for example company number, charity number (where applicable)

Registered Company Number 05152712

Name of designated premises supervisor where the premises licence authorises the supply of alcohol

Mr Andrew Mattle

State whether access to the premises by children is restricted or prohibited

	Total of bags/tablets	Price £ per gram/tablet	Value
Ecstasy Tablet	1359	10	13587
2C-B tablets	29	10	290
Amphetamine	11	10	11
Cocaine	180	100	1800
Ketamine	267	30	8010
MDMA Crystal	485	40	19400
Blotters	16	10	160
NPS other	32	20	640
Benzos	10	1	10
N,N-dimethyl-tryptamine	0	40	0
N-ethylpentylene	10	40	<u>400</u>
Total:	2399		60607

Initial Class	Crime No	Date Committed	Times Committed		Venue Address	Method	OUTCOME	arrest
POSS CANNABIS	5408549/17	26/05/2017	1700		Delta Force Upminster, AVELEY ROAD,	Entered "we are festival" and was in possession of class A drugs and 3 driving licences.	charge poss cannabis	Y
POSS CLASS A	5408555/17	26/05/2017	1730	1749	M S A Ltd, DAMYNS HALL AERODROME, AVELEY ROAD,	2 x SUSP found in possession of drugs (heroin, cocaine & pills)	SUS NFA'd	y
POSS CLASS A	5408578/17	27/05/2017	0530	0545	WE ARE FESTIVAL, DAMYNS HALL AERODROME, AVELEY ROAD, UPMINSTER, ESSEX, RM14 2TN	It would appear that whilst attending a music festival security stopped the suspect as he matched a description for an incident that had happened in the tented area. As he was stopped he discarded various packages of Drugs.	charge poss cannabis	y
POSS CLASS A	5408640/17	27/05/2017 28/05/2017	1500	0025	M S A Ltd, DAMYNS HALL AERODROME, AVELEY ROAD,	Found to be in possession of a quantity of tablets and also self seal bags of what appeared to be crystal powder whilst at WE ARE FESTIVAL	CAUTION PWITS	y
poss class a	5108914/17	28/05/2017	2355		BELL CORNER, CORBETS TEY ROAD	SUS ran from police and when detained and searched a small wrap containing cocaine was found	charged pwits ketamine	y
poss class a	5408559/17	26/05/2017	1500		DAMYNS HALL AIRFIELD, AVELEY ROAD,	SUS was at WE ARE FSTVL to work as bar staff. When arriving SUS was stopped by drugs dog and handed over five different types of drug.	CHARGED CLASS A	y
poss class a	5408730/17	29/5/2017	130		WE ARE FESTIVAL, DAMYNS HALL AERODROME, AVELEY ROAD, UPMINSTER, ESSEX, RM14 2TN	Suspect arrested for drink drive and possession of class a drug	believe that this report is going to be linked to cris 5408627/17. DUPLICATE REPORT	y
POSS CLASS A and ABH	5408632/17	27/05/2017	2325		WE ARE FESTIVAL, DAMYNS HALL AERODROME, AVELEY ROAD, UPMINSTER, ESSEX, RM14 2TN	victim had been punched in the face. SUSPECT ARRESTED IN POSSESSION OF CLASS A	SUS given Adult caution	y
PWITS CLASS A	5408570/17	25/05/2017 27/05/2017	1200	0347	WE ARE FESTIVAL, DAMYNS HALL AERODROME, AVELEY ROAD, UPMINSTER, ESSEX, RM14 2TN	Suspect has attempted to enter We Are Festival in his vehicle as a worker and made off when his vehicle was going to be searched, drugs found in boot of vehicle	caution class a	y
PWITS CLASS A	5408561/17	26/05/2017	1525		M S A Ltd, DAMYNS HALL AERODROME, AVELEY ROAD,	SUSP1 was stopped and search as condition of entry to We Are Festival was found in possession of 40 self seal bags of white powder.	waiting for results from lab	y
PWITS CLASS A	5408481/17	25/05/2017	1943		AVELEY ROAD, UPMINSTER	Sus1 attended venue as a contractor. As condition of entry vehicle sus1 was driving was subject to passive drugs dog search. Quantity of herbal cannabis and suspected LSD found under wheel arch of veh1	crime closed. No leads.	y
PWITS CLASS A	5408541/17	26/05/2017	1200	1259	WE ARE FESTIVAL, DAMYNS HALL AERODROME, AVELEY ROAD, UPMINSTER, ESSEX, RM14 2TN	SUS1, has been detained after being search. SUS1 was found in possession of what they believed to be drugs. The drugs found on his possession were a number of self-seal bags containing white powder and a large number of nitrous oxide canisters.	crime closed. No leads.	y
PWITS CLASS A	5408563/17	26/05/2017	1950		M S A Ltd, DAMYNS HALL AERODROME, AVELEY ROAD,	SUS found with a quantity of orange pills, a block of white powder, a large amount of cash, weighing scales, a quantity of self seal bags	caution class a	y
PWITS CLASS A	5408472/17	25/5/2017	1515	1600	WE ARE FESTIVAL, DAMYNS HALL AERODROME, AVELEY ROAD, UPMINSTER, ESSEX, RM14 2TN	SUS produced approx. 25 tablets concealed within his anus when stopped by security	caution class a	y
PWITS CLASS A	5408587/17	26/05/2017	1700 1715		o/s WE ARE FESTIVAL, DAMYNS HALL AERODROME, AVELEY ROAD, UPMINSTER, ESSEX, RM14 2TN	SUS1 arrested at WE R FESTIVAL for Possession Class A - Other with intent to supply and possession of an offensive weapon in a public place. SUS1 also W/M on PNC for Breach of Court Order	crime closed. NO STATEMENT FROM SECURITY.	y

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR Alpha	tictac accession number	drug from TICTAC	GCMS
<div> <div>by weight (excluding bag)</div> <div> <div>Cannabis6.43</div> <div>Joints0</div> <div>Total Cannabis (g)6.43</div> <div>Resin (g)0</div> <div>Nitrous Oxide canisters0</div> </div> </div>								
MPSC37107201	WR17_247_A	orange flying saucer tablets	10			NIT		MDMA
	WR17_247_B	bags of fine white powder	3		ketamine			
					crystal			
	WR17_247_C	brown crystals in bag	4		MDMA			
	WR17_248_A	bags of fine white powder	11		ketamine			
	WR17_248_B	red comedy tablet	1			NIT		MDMA
	WR17_248_C	red popcorn tablet	2			NIT		MDMA
	WR17_248_D	blue tablet fragments		DK				
	WR17_248_E	brownish red tablet	1.5					MDMA
	WR17_248_F	brown crystals in bag	1		ephylone			
					crystal			
	WR17_249	brown crystals in bag	1		MDMA			
	WR17_250	bag white crystals	1	DK	ketamine			
	WR17_251	wrap of white powder	1		cocaine			
	WR17_252	bag white crystals	1		ketamine			
					crystal			
	WR17_253	brown crystals in bag	1		MDMA			
						9	3	4

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
MPSD43631740	by weight (excluding bag)								
	Cannabis		7.88						
	Joints		0						
	Total Cannabis (g)		7.88						
	Resin (g)		0						
	Nitrous Oxide canisters		0						
	WR17_254_A	bag white crystals	1		ketamine				
	WR17_254_B	wrap of white powder	1		cocaine				
	WR17_255_A	brown crystals in bag	3		crystal MDMA				
	WR17_255_B	white powder in bag	1 DK		cocaine				
	WR17_256_A	envelope of off white powder	1		cocaine				
	WR17_256_B	brown crystals in bag	4		crystal MDMA				
	WR17_256_C	bag white crystals	1		ketamine				
	WR17_256_D	rock/white powder in bag	2		cocaine				
	WR17_257	brown crystals in bag	1		crystal MDMA				
	WR17_258	pink route 66 tablet	2				33169 MDMA		
	WR17_259	blue/white skype tablet	1				NIT others WR17		MDMA
	WR17_260	bag white crystals	3		ketamine				
	WR17_261	bag white crystals	1		ketamine				
	WR17_262	brown crystals in bag	1		crystal MDMA				
	WR17_263	white powder in bag	1		ketamine				
	WR17_264_A	yellow AP tablet	7				NIT close but logo on both sides		MDMA
	WR17_264_B	white powder in bag	2		cocaine				
	WR17_265	blue transformer tablet	1 DK				32776 MDMA		
	WR17_266_A	pink hello kitty tablet	1				NIT		MDMA
	WR17_266_B	bright pink red bull tablet	1				32791 MDMA		
	WR17_267	white powder in bag	1		cocaine				
	WR17_268_A	pink mario tablet	2 logo: 9950_481				NIT		MDMA
	WR17_268_B	white Dom Perignon tablet	1 logo:9950_434				NIT		MDMA
						15	8	5	

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
MSPD44085132	by weight (excluding bag)								
	Cannabis		105.217						
	Joints		33.847						
	Total Cannabis (g)		139.064						
	Resin (g)		29.6						
	Nitrous Oxide canisters		0						
	WR17_269	bag of white powder	1		ketamine				
	WR17_270	bag of white powder	5		ketamine				
	WR17_271	orangish crystals in bag	1		crystal MDMA				
	WR17_272	wet powder in bag	1 DK						
	WR17_273	large brown crystal	1		crystal MDMA				
	WR17_274	orangish crystals in bag	1		crystal MDMA				
	WR17_275	yellow, sparkly powder in bag	1 DK		MDMA				
	WR17_276_A	crystals in bag	3		crystal MDMA				
	WR17_276_B	mushrooms	1 DK						
	WR17_277_A	wet paper wap of white powder	7 DK						
	WR17_277_B	green crystals in bag	1		crystal MDMA				
	WR17_278	orange powder	1		inconclusive				benzocaine, cocaine
	WR17_279	bag of white powder	1		ketamine				
	WR17_280	bag of white powder	1		ketamine				
	WR17_281	bag of white powder	1		ketamine				
	WR17_282	bag of white powder	1		ketamine				
	WR17_283	wet blue powder in bag	1 DK						
	WR17_284	bag of white powder	1		cocaine				
	WR17_285	wrap of crystals	1		ephylone				
	WR17_286	bag of white powder	1		ketamine				
	WR17_287	bag of white powder	7		ketamine				
	WR17_288	wet crystals in bag	1 DK						
	WR17_289	bag of white powder	2		ketamine				
	WR17_290	bag of white powder	1		ketamine				
	WR17_291	wet bag of white powder	2 DK						
	WR17_292	wet bag of white powder	2 DK						
	WR17_293	wet bag of white powder	1 DK						
	WR17_294	bag of white powder	1		ketamine				
	WR17_295	bag of white powder	1		ketamine				
	WR17_296	bag of white powder	1		ketamine				
	WR17_297	bag of white powder	1		ketamine				
	WR17_298	bag of white powder	2		ketamine				
	WR17_299	wet bag of white powder	1 DK						
	WR17_300	bag of white powder	2		ketamine				
	WR17_301	wet bag of white powder	1 DK						
	WR17_302	wet bag of white powder	1 DK						
	WR17_303	bag of white powder	5 too wet DK		cocaine				
	WR17_304	bag of white powder	1		ketamine				
	WR17_305	bag of white powder	1		ketamine				
	WR17_306	bag of white powder	1		ketamine				
	WR17_307	bag of white powder	1		ketamine				
	WR17_308	bag of white powder	1		inconclusive				ketamine
	WR17_309	wet bag of white powder	1 DK						
	WR17_310	wet bag of white powder	1 DK						
	WR17_311	green crystals in bag	1		crystal MDMA				
	WR17_312	wet bag of white powder	1 DK						
	WR17_313	bag of white powder	1		cocaine				
	WR17_314	paper wap of white powder	1		cocaine				
	WR17_315	crystals in bag	1		crystal MDMA				
	WR17_316	wet bag of white powder	1 DK						
	WR17_317	bag of white powder	1		ketamine				
	WR17_318	wet bag of white powder	1 DK						

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
	WR17_319	wet bag of white powder	1 DK						
	WR17_320	wet bag of white powder	1 DK						
	WR17_321	off white powder in bag	1		inconclusive				benzocaine, cocaine
	WR17_322	brown crystals in bag	1		crystal MDMA				
	WR17_323	wet crystals in bag	1 DK						
	WR17_324	off white powder in bag	1		inconclusive				MDMA and Ketamine
	WR17_325	ziplock bag of off white crystals	1		ephylone				
	WR17_326	ziplock bag of off white crystals	1		crystal MDMA				
	WR17_327	ziplock bag of off white crystals	1		crystal MDMA				
	WR17_328	ziplock bag of off white crystals	1		crystal MDMA				
	WR17_329	ziplock bag of off white crystals	1		crystal MDMA				
	WR17_330	ziplock bag of off white crystals	1		crystal MDMA				
	WR17_331	orange powder in bag	1		inconclusive				benzocaine, cocaine
	WR17_332	orange powder in bag	1 DK						
	WR17_333	wet orange powder in bag	1 DK						
	WR17_334	wet brown crystals in bag	24 DK						
	WR17_335	crystals in bag	2		crystal MDMA				
	WR17_336	crystals in bag	3		crystal MDMA				
	WR17_337	crystals in bag	5		crystal MDMA				
	WR17_338	wet bombs	8 DK						
	WR17_339	crystals in bag	1		crystal MDMA				
	WR17_340	crystals in bag	1		crystal MDMA				
	WR17_341	brown crystals in bag	5		crystal MDMA				
	WR17_342	wet bag of white powder	1 DK						
	WR17_343	blue powder	1		inconclusive				MDMA
	WR17_344	bombs	8		crystal MDMA				
	WR17_345	bombs	8		crystal MDMA				
	WR17_346_A	white crystals	1		crystal MDMA				
	WR17_346_B	wrap of white powder	1		cocaine				
	WR17_347_A	white crystals	1		crystal MDMA				
	WR17_347_B	bag of white powder	1		ketamine				
	WR17_348	paper wrap of crystals	27		crystal MDMA				
	WR17_349_A	bag of white powder	1		cocaine				
	WR17_349_B	orange crystals	1		crystal MDMA				
	WR17_350	wrap of white and brown powder	1		benzocaine				
	WR17_351	wet wraps of white powder	2 DK						
	WR17_352	brown crystals	1		crystal MDMA				
	WR17_353	crystals in bag	1		crystal MDMA				
	WR17_354_A	yellow powder in bag	1		inconclusive				MDMA
	WR17_354_B	off white powder in bag	1		inconclusive				ketamine
	WR17_354_C	bag of white powder	1		ketamine				
	WR17_355	purple wet powder	1 DK						
	WR17_356	orange crystals	1		crystal MDMA				
	WR17_357	bottle of powder antibiotics	1 DK						
	WR17_358_A	off white powder in bag	1		cocaine				
	WR17_358_B	bag of white powder	1		ketamine				
	WR17_358_C	wet yellow powder	1 DK						
	WR17_358_D	brown crystals in bag	1		crystal MDMA				
	WR17_359_A	yellow snapchat ghost tablet	1						MDMA
	WR17_359_B	brown crystals in bag	1		crystal MDMA				
	WR17_360	bombs	2		crystal MDMA				
	WR17_361	small blue MSI tablet	1 DK				29724 diazepam		
	WR17_362_A	yellow rolls royce tablet	2 logo: 9950_504				colour NIT		
	WR17_362_B	wrap of white powder	1		leucine?				lidocaine, cocaine
	WR17_363_A	bag of light blue powder	1		inconclusive				ketamine
	WR17_363_B	blue rolls royce tablet	13				32222 MDMA		
	WR17_364_A	red comdey face tablet	1				NIT others WR17		
	WR17_364_B	blue tragedy face tablet	1				NIT others WR17		
	WR17_364_C	red Levis tablet	2				33202 MDMA		
	WR17_364_D	snorter with wet white crystals	1 DK						
	WR17_365	bag of white powder	1		crystal MDMA				
	WR17_366	bombs	3		crystal MDMA				
	WR17_367_A	yellow AP tablet	2				NIT		

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
	WR17_367_B	yellow octagonal AP tablet	1				NIT		
	WR17_367_C	bag of white powder	1		ketamine				
	WR17_368	orange superman tablet	3				32234	MDMA	
	WR17_369_A	bag of white crystals	1		ketamine				
	WR17_369_B	blue EB tablet	2						MDMA
	WR17_369_C	bag of white crystals	1		crystal MDMA				
	WR17_369_D	red EB tablet	2						MDMA
	WR17_370	bombs	8		crystal MDMA				
	WR17_371	wet crystals in bag	1 DK						
	WR17_372_A	blue viagra tablet in blister	1 DK				13180	sildenafil citrate	
	WR17_372_B	bag of white powder	2		crystal MDMA				
	WR17_372_C	blue capsules of herbal/brownish material	2						caffeine
	WR17_373_A	yellow GOLD bar tablet	1				NIT others WR17		MDMA
	WR17_373_B	bag of white crystals	2		ketamine				
	WR17_374_A	grey Dom Perignon tablet	1 logo: 9950_434				NIT		MDMA
	WR17_374_B	bombs	7		crystal MDMA				
	WR17_374_C	red skull tablet	1 logo: 9950_484				colour NIT		MDMA
	WR17_375_A	blue tragedy face tablet	0.5 DK						
	WR17_375_B	bag of white crystals	1		ketamine				
	WR17_376_A	wet blue/white capsule	1 DK						
	WR17_376_B	wet bag of white powder	1 DK						
	WR17_376_C	purple Tesla tablet	1				32792	MDMA	
	WR17_377_A	bombs	7		crystal MDMA				
	WR17_377_B	silver bar tablet	3				NIT font		MDMA
	WR17_377_C	bag of white crystals	1		ketamine				
	WR17_378_A	yellow snapchat ghost tablet	6				NIT others WR17		MDMA
	WR17_378_B	bag of white powder	1		ketamine				
	WR17_379_A	orange tablet fragment	0 DK						
	WR17_379_B	pink powder in bag	1		ketamine				
	WR17_380	bag of white powder	16		ketamine				
	WR17_381	orange fexofenadine tablet in blister	3 DK				23635	fexofenadine	
	WR17_382	white tablet unmarked, 1/2 scored in blister labelled Clenbuterol	90				NIT		clenbuterol
	WR17_383	white paracetamol tablet in blister	16 DK				16357	paracetamol	
	WR17_384	red 'Y' shaped tablet	5				33168	MDMA	
	WR17_385	red 'Y' shaped tablet	3				33168	MDMA	
	WR17_386	orange rolls royce tablet	30				31658	MDMA	
	WR17_387	orange superman tablet	3				32234	MDMA	
	WR17_388	orange peace/love tablet	5				NIT others WR17		MDMA
	WR17_389_A	green peace square tablet	2 logo: 9950_470				NIT		MDMA
	WR17_389_B	green rock square tablet	3 logo: 9950_472				NIT		MDMA
	WR17_390	broken blue/white skype tablet	1 DK						
	WR17_391_A	purple triangle old person tablet	3				32770	MDMA	
	WR17_391_B	green skull and cross bones tablet	2				NIT other WR17		MDMA
	WR17_391_C	pink can't stop tablet	1				33188	MDMA	
	WR17_392	orange tablet fragment	0 DK						
	WR17_393_A	blue tablet fragments	0 DK						
	WR17_393_B	green skull and cross bones tablet	1						MDMA
	WR17_394_A	bright pink superman tablet	1 logo: 9950_425				colour NIT		MDMA
	WR17_394_B	pink rolls royce tablet fragment	0 DK						
	WR17_395	orange rolls royce tablet	1				31658	MDMA	
	WR17_396	yellow emoji tablet	2				NIT others WR17		MDMA
	WR17_397	green tablet labelled Clenbuterol 60 µg	106				NIT		MDMA
	WR17_398_A	orange peace/love tablet	1				NIT others WR17		MDMA
	WR17_398_B	orange tablet fragment	0 DK						
	WR17_399	blue/white skype tablets halved	2 DK						
	WR17_400	green heineken tablet	30				31855	MDMA	
	WR17_401	green heineken tablet	42				31855	MDMA	
	WR17_402	purple butterfly tablet	5				32793	MDMA	
	WR17_403	green skull and cross bones tablet	1				NIT others WR17		MDMA
	WR17_404	yellow rolls royce tablet	2.5				31888	MDMA	
	WR17_405	blue Punisher tablet	4.25				NIT		MDMA
	WR17_406	blue transformers tablet	22 and fragments				32776	MDMA	
	WR17_407	blue transformers tablet	22 and fragments				32776	MDMA	

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
	WR17_408	blue love heart tablet	12				NIT		MDMA
	WR17_409_A	gold bar tablet	2.5				NIT others WR17		MDMA
	WR17_409_B	orange heart tablet	2	logo: 338_295			size NIT		MDMA
	WR17_409_C	no see gold monkey	1				32801 MDMA		
	WR17_410	blue warner brother tablet	7.5				NIT		MDMA
	WR17_411	pink levis tablet	2				colour NIT		MDMA
	WR17_412	small blue roche 10 tablet	1	DK			27048 diazepam		
	WR17_413	clear capsule with brown content	1		inconclusive				vitamin B3
	WR17_414	white tablet labelled Xyenodrol	8				company NIT		oxymetholone
	WR17_729	BLOTTERS	3						no drugs detected
							93	50	

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
MPSD44085133	by weight (excluding bag)								
	Cannabis		68.9						
	Joint		25.7						
	Total Cannabis (g)		94.6						
	Resin (g)		2.45						
	Nitrous Oxide canisters		0						
	WR17_615	bag of white powder	1		cocaine				
	WR17_616_A	bag of white powder	6		cocaine				
	WR17_616_B	off white powder in bag	2		crystal MDMA				
	WR17_617	bag of white powder	1		ketamine				
					benzocaine and				
	WR17_618	orange powder in bag	1		cocaine				
	WR17_619	bag of white powder	1		ketamine				
	WR17_620	bag of white powder	1		ketamine				
	WR17_621	bag of white powder	1		cocaine				
	WR17_622	bag of white powder	1		ketamine				
	WR17_623	bag of white powder	1		cocaine				
	WR17_624	bag of white powder	1		ketamine				
	WR17_625	bag of white powder	1		cocaine				
					benzocaine and				
	WR17_626	bag of white powder	1		cocaine				
	WR17_627	bag of white powder	1		ketamine				
	WR17_628	bag of white powder	1		ketamine				
	WR17_629	bag of white powder	1		ketamine				
									benzocaine, cocaine
	WR17_630	bag of white powder	1		inconclusive				
	WR17_631	bag of white powder	1		cocaine				
	WR17_632	bag of white powder	1		ketamine				
									benzocaine, paracetamol, cocaine
	WR17_633	bag of white powder	1		paracetamol?				
	WR17_634	bag of white powder	1		ketamine				
	WR17_635_A	bag of white powder	1		ketamine				
	WR17_635_B	bag of white powder	1		cocaine				
	WR17_636	bag of white powder	1		paracetamol				
	WR17_637	bag of white powder	1		cocaine				
MPSD44085133	WR17_638	bag of white powder	1		chloro-ethcathione				
	WR17_639	bag of white powder	1		cocaine				
	WR17_640	bag of white powder	7		ketamine				
	WR17_641	bag of white powder	1		cocaine				
	WR17_642	bag of white powder	1		crystal MDMA				
	WR17_643_A	orange walter white tablet	1			NIT others WR17			MDMA
	WR17_643_B	bag of white powder	1		cocaine				
	WR17_644	bag of white powder	1		cocaine				
	WR17_645	crystals in bag	1		crystal MDMA				
	WR17_646	white rocks in bag	1		cocaine				
	WR17_647	crystals in bag	1		crystal MDMA				
	WR17_648	crystals in bag	1		crystal MDMA				
	WR17_649	crystals in bag	1		crystal MDMA				
	WR17_650	crystals in bag	1 DK		crystal MDMA				
	WR17_651	crystals in bag	1		crystal MDMA				
	WR17_652	crystals in bag	1		crystal MDMA				
	WR17_653	crystals in bag	1		crystal MDMA				
	WR17_654	crystals in bag	1		ephylone				
	WR17_655	crystals in bag	1		crystal MDMA				
	WR17_656	crystals in bag	1		crystal MDMA				
	WR17_657	crystals in bag	2		crystal MDMA				
	WR17_658	crystals in bag	1		crystal MDMA				
	WR17_659	crystals in bag	1		crystal MDMA				
	WR17_660	crystals in bag	1		crystal MDMA				
	WR17_661	crystals in bag	1		crystal MDMA				
	WR17_662	crystals in bag	1		crystal MDMA				
	WR17_663	bag of white powder	1		cocaine				
	WR17_664	crystals in bag	3		crystal MDMA				
	WR17_665	crystals in bag	1		crystal MDMA				
	WR17_666_A	bag of white powder	1		ketamine				
	WR17_666_B	bag of white powder	1		cocaine				
	WR17_667	off white powder in bag	1		cocaine				
	WR17_668	crystals in bag	1		crystal MDMA				
	WR17_669	large crystal	1		crystal MDMA				
	WR17_670_A	bag of white powder	1		ketamine				
	WR17_670_B	off white powder in bag	1		crystal MDMA				
	WR17_671_A	blue tablet fragment	0 DK						
	WR17_671_B	bombs	2		crystal MDMA				
				2 bombs inside made					
	WR17_672	crystals in bag	1 of crystals		crystal MDMA				
	WR17_673	crystals in bag	3		crystal MDMA				
	WR17_674_A	bombs	3		crystal MDMA				
	WR17_674_B	crystals in bag	1		crystal MDMA				
	WR17_674_C	paper wrap of white powder	1		cocaine				
	WR17_675_A	paper wrap of white powder	1		cocaine				
	WR17_675_B	light blue rolls roycet tablet	34.5			32222 check colour	MDMA		MDMA
	WR17_676	paper wrap of white powder	1		ketamine				
	WR17_677_A	bag of white powder	1		cocaine				
	WR17_677_B	crystals in bag	1		crystal MDMA				
	WR17_678_A	bag of white powder	2		ketamine				
	WR17_678_B	bag of white powder	1		cocaine				
	WR17_678_C	paper wrap of white powder	1		cocaine				
	WR17_679	paper wrap of white powder	1		cocaine				
	WR17_680	wet wrap of white powder	2 DK						
	WR17_681_A	yellow tablet fragment	0 DK						
	WR17_681_B	bag of white powder	1		ketamine				
	WR17_682_A	paper wrap of white powder	1		cocaine				
	WR17_682_B	crystals in bag	1		crystal MDMA				
	WR17_683	wrap of crystals	1		crystal MDMA				
	WR17_684	wet wrap of white powder	1 DK						
	WR17_685	wet wrap of white powder	1 DK						
	WR17_686	wrap of crystals	1		crystal MDMA				
	WR17_687	wrap of crystals	1		crystal MDMA				
	WR17_688	off white powder in bag	1		crystal MDMA				
	WR17_689	paper wrap of white powder	1		ketamine				
	WR17_690	paper wrap of white powder	1		cocaine				
	WR17_691	paper wrap of white powder	1 DK		cocaine				
	WR17_692_A	bag of white powder	1		ketamine				
	WR17_692_B	red EB tablet	6			NIT others WR17			MDMA
	WR17_693_A	bag of white powder	1		ketamine				
	WR17_693_B	brown/orange hand grenade tabl	2 logo:9950_429			colour NIT			MDMA
	WR17_693_C	paper wrap of white powder	1		cocaine				
	WR17_694_A	bag of white powder	1		ketamine				
	WR17_694_B	orange powder in bag	1		cocaine				
	WR17_694_C	yellow Breittling tablet	2 logo:9950_480				32726 MDMA		
	WR17_695_A	bag of white powder	1		ketamine				
	WR17_695_B	blue moncler tablet	6			NIT others WR17			MDMA
	WR17_696	paper wrap of white powder	1		cocaine				
	WR17_697	paper wrap of white powder	4		cocaine				
	WR17_698	wrap of crystals	53		crystal MDMA				
	WR17_699	yellow transformers tablet	2.5			colour NIT others WR17			MDMA
	WR17_700_A	red route 66 tablet	2			NIT others WR17			MDMA
	WR17_700_B	yellow AP tablet	1			NIT thinner			MDMA
	WR17_700_C	yellow AP tablet	1			NIT others WR17			MDMA
	WR17_700_D	bag of white powder	1		ketamine				
	WR17_701_A	bag of white powder	1		cocaine				
	WR17_701_B	Lebars SIM tablet in grey	1				32736 MDMA		
	WR17_701_C	Telfort SIM tablet in grey	1 logo:9950_475			NIT			MDMA
	WR17_702	white capsule L/30	1 DK				262728 Lansoprazole		
	WR17_703	blue moncler tablet	7			NIT others WR17			MDMA
	WR17_704	blue moncler tablet	2 frags DK			NIT others WR17			MDMA
	WR17_705	blue moncler tablet	9			NIT others WR17			MDMA
	WR17_706	red route 66 tablet	1			NIT others WR17			MDMA
	WR17_707	red Y shaped tablet	1				33168 MDMA		
	WR17_708	blue EB tablet	2			NIT others WR17			MDMA
	WR17_709	yellow damaged tablet	1 DK						
	WR17_710	yellow sun triangular tablet	5			NIT			MDMA
	WR17_711	yellow mixed emoji tablet	3			NIT others WR17			MDMA
	WR17_712	yellow sun triangular tablet	3			NIT			MDMA
	WR17_713	yellow AP tablet, non-circular	2			NIT others WR17			MDMA
	WR17_714	Telfort SIM tablet in grey	2 logo:9950_475			NIT			MDMA
	WR17_715	pink/red peace/love tablet	10			NIT others WR17			MDMA
	WR17_716	grey facebook tablet	1 fragmented 17			NIT			MDMA
	WR17_717	green FCN tablet	5				33204 MDMA		
	WR17_718	blue route 66 tablet	2 logo: 9950_538			colour NIT			MDMA
	WR17_719	clear capsule with white powder	1		creatine				
	WR17_720_A	bag of white powder	1		ketamine				
	WR17_720_B	yellow AP tablet, non-circular	4			NIT others WR17			MDMA
	WR17_721	white atom tablet	7			NIT			caffeine
	WR17_722	gold gold bar tablet	1				31893 MDMA and caffeine		
	WR17_723	yellow gold bar tablet	1				31878 MDMA		

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession	drug from TICTAC	GCMS
							number		
	WR17_724	yellow UPS tablet	2	colour?			32789	MDMA	
	WR17_725_A	yellow Lebara SIM tablet	2	logo: 9950_476			colour NIT		MDMA
	WR17_725_B	yellow Telfort SIM tablet	1	logo: 9950_475			NIT		MDMA
	WR17_725_C	yellow vodafone SIM tablet	1	logo: 9950_477			colour NIT		MDMA
	WR17_726	bright pink unmarked, inscribed ti	2	DK			19676	ibuprofen	
	WR17_727	white unmarked, unscored tablet	1	DK			15749	paracetamol and codeine	
	WR17_728_A	white Dom Perignon tablet	1				NIT others WR17		MDMA
	WR17_728_B	white ace of spades tablet	1				NIT		MDMA
	WR17_728_C	purple thundrdom tablet	2				NIT		MDMA
	WR17_729	SEE MSPD44085132							
						97	41		33


evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS																																																												
<table border="1"> <tr> <td></td><td></td><td>by weight (excluding bag)</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Cannabis</td><td></td><td></td><td>107.928</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Joints</td><td></td><td></td><td>69.026</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Total Cannabis (g)</td><td></td><td></td><td>176.954</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Resin (g)</td><td></td><td></td><td>0.156</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Nitrous Oxide canisters</td><td></td><td></td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>												by weight (excluding bag)								Cannabis			107.928							Joints			69.026							Total Cannabis (g)			176.954							Resin (g)			0.156							Nitrous Oxide canisters			1						
		by weight (excluding bag)																																																																			
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Nitrous Oxide canisters			1																																																																		
MPSE53200404	WR17_415	bag of white powder	9		ketamine																																																																
MPSE53200404	WR17_416	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_417	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_418	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_419	bag of white powder	1		inconclusive			ketamine																																																													
MPSE53200404	WR17_420	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_421	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_422	bag of white powder	2		ketamine																																																																
MPSE53200404	WR17_423	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_424	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_425	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_426	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_427	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_428	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_429	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_430	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_431	wet bag of crystals	7 DK																																																																		
MPSE53200404	WR17_432	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_433	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_434	bag of white powder	1		D-Mannitol																																																																
MPSE53200404	WR17_435	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_436	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_437	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_438	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_439	wet powder in bag	3 DK																																																																		
MPSE53200404	WR17_440	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_441	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_442	wet powder in bag	4 DK																																																																		
MPSE53200404	WR17_443	bag of white powder	1 DK		ketamine																																																																
MPSE53200404	WR17_444	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_445	green wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_446	green powder in bag	1 DK		MDMA																																																																
MPSE53200404	WR17_447	green wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_448	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_449	wet powder in bag	2 DK																																																																		
MPSE53200404	WR17_450	wet powder in bag	4 DK																																																																		
MPSE53200404	WR17_451	blue powder in bag	1 DK		MDMA																																																																
MPSE53200404	WR17_452	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_453	wet bag of crystals	1 DK																																																																		
MPSE53200404	WR17_454	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_455	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_456	bag of white powder	1		ketamine																																																																
MPSE53200404	WR17_457	containers of white powder- wet	9					no drugs detected																																																													
MPSE53200404	WR17_458	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_459	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_460	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_461	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_462	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_463	wet bag of crystals	1 DK																																																																		
MPSE53200404	WR17_464	wet powder in bag	1 DK																																																																		
MPSE53200404	WR17_465	bombs	6		crystal MDMA																																																																

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
MPSE53200404	WR17_466	crystals in bag	2		crystal MDMA				
MPSE53200404	WR17_467	bombs	1		crystal MDMA				
MPSE53200404	WR17_468	wet bag of crystals	1 DK						
MPSE53200404	WR17_469	wet bag of crystals	DK						
MPSE53200404	WR17_470	bombs	2		crystal MDMA				
MPSE53200404	WR17_471	clingfilm wrapped crystals	8		crystal MDMA				
MPSE53200404	WR17_472	bombs	1		ephylone				
MPSE53200404	WR17_473	bombs	1		ephylone				
MPSE53200404	WR17_474	wet powder in bag	1 DK						
MPSE53200404	WR17_475	wet powder in bag	1 DK						
MPSE53200404	WR17_476	bombs	1		crystal MDMA				
MPSE53200404	WR17_477	wet bag of crystals	1 DK						
MPSE53200404	WR17_478	wet powder in bag	1 DK						
MPSE53200404	WR17_479	bombs	6		crystal MDMA				
MPSE53200404	WR17_480	crystals in bag	1		crystal MDMA				
MPSE53200404	WR17_481	crystals in bag	1		crystal MDMA				
MPSE53200404	WR17_482	crystals in bag	1		crystal MDMA				
MPSE53200404	WR17_483	bag of white powder	1		ketamine				
MPSE53200404	WR17_484	bag of white powder	1		ephylone				
MPSE53200404	WR17_485	off white powder in bag	1		crystal MDMA				
MPSE53200404	WR17_486	brown powder in bag	1		crystal MDMA				
MPSE53200404	WR17_487	wet bag of crystals	1 DK						
MPSE53200404	WR17_488	crystals in bag	1		crystal MDMA				
MPSE53200404	WR17_489	brown powder in bag	1		crystal MDMA				
MPSE53200404	WR17_490	brown powder in bag	1 DK		MDMA				
MPSE53200404	WR17_491	brown powder in bag	1		crystal MDMA				
MPSE53200404	WR17_492	paper wrap of crystals	1		crystal MDMA				
MPSE53200404	WR17_493	brown crystals	1		crystal MDMA				
MPSE53200404	WR17_494	bag of white powder	1		ketamine				
MPSE53200404	WR17_495	white powder in wrap	1 DK		cocaine				
MPSE53200404	WR17_496	large crystal in bag	1		crystal MDMA				
MPSE53200404	WR17_497	wet wrap of powder	1 DK						
MPSE53200404	WR17_498	paper wrap of crystals	1		crystal MDMA				
MPSE53200404	WR17_499	bag of white powder	2		crystal MDMA				
MPSE53200404	WR17_500_A	brown powder in bag	4		crystal MDMA				
MPSE53200404	WR17_500_B	bag of white powder	2		ketamine				
MPSE53200404	WR17_501	crystals in bag	6		crystal MDMA				
MPSE53200404	WR17_502_A	white powder in wrap	6		cocaine				
MPSE53200404	WR17_502_B	paper wrap of crystals	1		crystal MDMA				
MPSE53200404	WR17_503_A	wet powder in bag	1 DK						
MPSE53200404	WR17_503_B	wet powder in bag	1 DK						
MPSE53200404	WR17_504_A	pink teddy bear tablet	1				32752	MDMA	
MPSE53200404	WR17_504_B	wet bag of crystals	1 DK						
MPSE53200404	WR17_504_C	white rocks	2		inconclusive				amphetamine, caffeine
MPSE53200404	WR17_504_D	blotters	4			NIT			amphetamine, MDMA, 2C-H, benzocaine, 2C-C, caffeine, 2C-I, cocaine
MPSE53200404	WR17_505_A	blue instagram tablet	2				32215	MDMA	
MPSE53200404	WR17_505_B	wet wrap of powder	1 DK						
MPSE53200404	WR17_506_A	yellow/range mickey mouse tablet	3				32750	MDMA	
MPSE53200404	WR17_506_B	bag of white powder	1		cocaine				
MPSE53200404	WR17_507_A	gold no speak monkey tablet	4				32802	MDMA	
MPSE53200404	WR17_507_B	bag of white powder	1		inconclusive				ketamine
MPSE53200404	WR17_508_A	bag of white powder	1		cocaine				
MPSE53200404	WR17_508_B	purple frog face tablet	2			NIT			MDMA
MPSE53200404	WR17_509_A	bag of white powder	2		ketamine				
MPSE53200404	WR17_509_B	yellow Gold bar tablet	1			NIT others WR17			MDMA
MPSE53200404	WR17_509_C	pink teddy bear tablet	6.25				32752	MDMA	
MPSE53200404	WR17_510_A	bag of white powder	1		ketamine				
MPSE53200404	WR17_510_B	yellow powder in bag	1		ketamine				
MPSE53200404	WR17_510_C	yellow AP tablet	10			NIT			MDMA
MPSE53200404	WR17_511	bag of white powder	1		ketamine				
MPSE53200404	WR17_512	bag of white powder	1		ketamine				
MPSE53200404	WR17_513	bag of white powder	5		ketamine?				ketamine

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
MPSE53200404	WR17_514	bag of white powder	1		inconclusive				ketamine
MPSE53200404	WR17_515	bag of white powder	1		ketamine				
MPSE53200404	WR17_516	bag of white powder	1		cocaine				
MPSE53200404	WR17_517	bag of white powder	1		ketamine				
MPSE53200404	WR17_518	bag of white powder	1		ephylone				
MPSE53200404	WR17_519	blue tablet fragment	0 DK						
MPSE53200404	WR17_520	blue tablet fragment	0 DK						
MPSE53200404	WR17_521	crystals in bag	1		crystal MDMA				
MPSE53200404	WR17_522	crystals in bag	1		crystal MDMA				
MPSE53200404	WR17_523	crystals in bag	1		crystal MDMA				
MPSE53200404	WR17_524	crystals in bag	1		crystal MDMA				
MPSE53200404	WR17_525	crystals in bag	2		crystal MDMA				
MPSE53200404	WR17_526_A	bag of white powder	1		ketamine				
MPSE53200404	WR17_526_B	orange domino tablet	6.5				32808 MDMA		
MPSE53200404	WR17_527_A	yellow mixed emoji tablet	50				NIT all seen WR17		MDMA
MPSE53200404	WR17_527_B	bag of white powder	1		ketamine				
MPSE53200404	WR17_527_C	bag of white powder	1		ketamine				
MPSE53200404	WR17_527_D	wet powder in bag	1 DK						
MPSE53200404	WR17_528_A	bombs	3		crystal MDMA				
MPSE53200404	WR17_528_B	pink mario tablet	27.5 logo: 9950_481				NIT		MDMA
MPSE53200404	WR17_528_C	brown Walter White tablet	47.5 logo: 9950_487				colour NIT		MDMA
MPSE53200404	WR17_528_D	crystals in bag	8		crystal MDMA				
MPSE53200404	WR17_528_E	crystals in bag	8		crystal MDMA				
MPSE53200404	WR17_529	purple peace/love tablet	1				NIT		MDMA
MPSE53200404	WR17_530	yellow Gold bar tablet	1				NIT others WR17		
MPSE53200404	WR17_531	orange rolls royce tablet	1				31658 MDMA		
MPSE53200404	WR17_532	brown Walter White tablet	1.5 logo: 9950_487				NIT others WR17		MDMA
MPSE53200404	WR17_533_A	yellow smirk emoji tablet	1				NIT others WR17		MDMA
MPSE53200404	WR17_533_B	orange peace/love tablet	1				NIT others WR17		MDMA
MPSE53200404	WR17_534	yellow tablet fragment	0 DK						
MPSE53200404	WR17_535	Wockhardt paracetamol capsule red/white in	2 DK				25511 paracetamol		
MPSE53200404	WR17_536	White 100/SL tablet in blister	2				NIT		sildenafil (LC-MS)
MPSE53200404	WR17_537	Sildamax tablet in blister	2 DK				30089 Sildenafil Citrate		
MPSE53200404	WR17_538	orange Walter wWhite tablet	7 logo: 9950_487				NIT		MDMA
MPSE53200404	WR17_539	small blue MSJ tablet	1 DK				29724 diazepam		
MPSE53200404	WR17_540	orange just eat tablet	2.5				NIT colour		MDMA
MPSE53200404	WR17_541	silver bar tablet	2				NIT others WR17		MDMA
MPSE53200404	WR17_542	yellow/blue ikea tablet	6				32205 MDMA		
MPSE53200404	WR17_543	yellow/blue ikea tablet	2				32205 MDMA		
MPSE53200404	WR17_544	large crystal in bag	1		crystal MDMA				
MPSE53200404	WR17_545	red eye of god tablet	8.5 logo: 9950_455				colour NIT		MDMA
MPSE53200404	WR17_546	yellow EB tablet	14				NIT		MDMA
MPSE53200404	WR17_547	pink tablet fragment	0 DK						
MPSE53200404	WR17_548	blue Tesla tablet	1				33181 MDMA		
MPSE53200404	WR17_549	yellow mickey mouse tablet	1				32750 MDMA		
MPSE53200404	WR17_550	yellow/orange mickey mouse tablet	35				32750 MDMA		
MPSE53200404	WR17_551	yellow/orange mickey mouse tablet	1.5 colour NIT?				32750 MDMA		
MPSE53200404	WR17_552_A	yellow/orange mickey mouse tablet	3				32750 MDMA		
MPSE53200404	WR17_552_B	orange owl tablet	1				NIT		MDMA
MPSE53200404	WR17_552_C	silver bar tablet	0.5 DK						
MPSE53200404	WR17_553	green tablet	1 DK						
MPSE53200404	WR17_554_A	blue route 66 tablet	1 logo: 9950_538				colour NIT		MDMA
MPSE53200404	WR17_554_B	pink cant stop tablet	1				33188 MDMA		
MPSE53200404	WR17_555	blue MONCLER tablet	2 and fragments				NIT others WR17		MDMA
MPSE53200404	WR17_556_A	blue EB tablet	2				NIT		MDMA
MPSE53200404	WR17_556_B	orange EB tablet	1				NIT		MDMA
MPSE53200404	WR17_557	white tablet fragments	0 DK						
MPSE53200404	WR17_558_A	broken red tablet fragment	0 DK						
MPSE53200404	WR17_558_B	orange walter white tablet	2 logo: 9950_487				NIT others WR17		MDMA
MPSE53200404	WR17_559	red Y tablet	3				33168 MDMA		
MPSE53200404	WR17_560	blue bull tablet	2				32804 MDMA		
MPSE53200404	WR17_561_A	yellow transformer tablet	1				NIT		MDMA

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
MPSE53200404	WR17_561_B	blue EB tablet	4				NIT others WR17		MDMA
MPSE53200404	WR17_561_C	white XANAX tablet	2 DK				32957 Alprazolam		
MPSE53200404	WR17_562	yellow Gold bar tablet	1				NIT others WR17		MDMA
MPSE53200404	WR17_563_A	pink EB tablet	6				NIT		MDMA
MPSE53200404	WR17_563_B	wrap of white powder	1		cocaine				
MPSE53200404	WR17_564_A	green strawberry tablet	2				32206 MDMA		
MPSE53200404	WR17_564_B	blue tablet fragment	0 DK						
MPSE53200404	WR17_565_A	blue WB tablet	3				NIT		MDMA
MPSE53200404	WR17_565_B	yellow sparkly tablet	1				NIT		MDMA
MPSE53200404	WR17_566	tablet purple or green	25				NIT		butylone, caffeine
MPSE53200404	WR17_567	orange eye of god tablet	9 logo: 9950_455				colour NIT		MDMA
MPSE53200404	WR17_568	pink body tablet	1.5				NIT		MDMA
MPSE53200404	WR17_569	Small white tablet in blister	1 DK						
MPSE53200404	WR17_570	blue/pink capsules unmarked	7				NIT		2C-B
MPSE53200404	WR17_571	hairburst vitamin capsules	54 DK		inconclusive				vitamin B3
MPSD43423653	WR17_572	bag of white powder	1		ketamine				
MPSD43423653	WR17_573	bag of white powder	1		ketamine				
MPSD43423653	WR17_574	bag of white powder	1		ketamine				
MPSD43423653	WR17_575	bag of white powder	1		ketamine				
MPSD43423653	WR17_576	bag of white powder	1		ketamine				
MPSD43423653	WR17_577	bag of white powder	1		ketamine				
MPSD43423653	WR17_578_A	bag of white powder	3		ketamine				
MPSD43423653	WR17_578_B	red route 66 tablet	2 logo: 9950_538				colour NIT		MDMA
MPSD43423653	WR17_578_C	blue route 66 tablet	1 logo: 9950_538				colour NIT othersWR17		MDMA
MPSD43423653	WR17_578_D	yellow route 66 tablet	1.5 logo: 9950_538				colour NIT		MDMA
MPSD43423653	WR17_579	bag of white powder	1		crystal MDMA				
MPSD43423653	WR17_580	bag of white powder	1		crystal MDMA				
MPSD43423653	WR17_581	wet bag of powder	1 DK						
MPSD43423653	WR17_582	wet bag of powder	1 DK						
MPSD43423653	WR17_583	wet bag of powder	1 DK						
MPSD43423653	WR17_584	off white powder in bag	1		crystal MDMA				
MPSD43423653	WR17_585	crystals in bag	1		crystal MDMA				
MPSD43423653	WR17_586	crystals in bag	1		crystal MDMA				
MPSD43423653	WR17_587	crystals in bag	1		crystal MDMA				
MPSD43423653	WR17_588	crystals in bag	1		crystal MDMA				
MPSD43423653	WR17_589	crystals in bag	1		crystal MDMA				
MPSD43423653	WR17_590	crystals in bag	2		crystal MDMA				
MPSD43423653	WR17_591_A	wet bag of powder	1 DK						
MPSD43423653	WR17_591_B	Wrap of wet powder	1 DK						
MPSD43423653	WR17_592	bombs	2		ephylone				
MPSD43423653	WR17_593_A	blue EB tablet	3				NIT others WR17		MDMA
MPSD43423653	WR17_593_B	bag of white powder	1		ketamine				
MPSD43423653	WR17_594	wet crystals in bag	1 DK						
MPSD43423653	WR17_595_A	bag of white powder	1		ketamine				
MPSD43423653	WR17_595_B	bag of white powder	3		ketamine				
MPSD43423653	WR17_595_C	pink peace/love tablet	1				NIT		MDMA
MPSD43423653	WR17_595_D	yellow emoji tablet	1				NIT others WR17		MDMA
MPSD43423653	WR17_596	Wrap of wet powder	3 DK						
MPSD43423653	WR17_597	bombs	4		crystal MDMA				
MPSD43423653	WR17_598_A	bag of white powder	3		cocaine				
MPSD43423653	WR17_598_B	crystals in bag	1		crystal MDMA				
MPSD43423653	WR17_598_C	black darth vader tablet	2				32746 MDMA		
MPSD43423653	WR17_599_A	bag of white powder	1		ketamine				
MPSD43423653	WR17_599_B	halved yellow red bull tablet	2				NIT see WR17_037		MDMA
MPSD43423653	WR17_600_A	bag of white powder	1		ketamine				
MPSD43423653	WR17_600_B	bag of white powder	1		ketamine				
MPSD43423653	WR17_600_C	wet crystals in bag	1 DK						
MPSD43423653	WR17_600_D	brown walter white tablet	1				NIT others WR17		MDMA
MPSD43423653	WR17_600_E	brown powder	1		inconclusive				MDMA
MPSD43423653	WR17_601_A	bag of white powder	2		Caffeine				

evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
MPSD43423653	WR17_601_B	bag of white powder	1		ketamine				
MPSD43423653	WR17_601_C	crystals?	1		sugar				
MPSD43423653	WR17_601_D	container of white powder	1 DK		Caffeine				
MPSD43423653	WR17_601_E	pink tablet fragments?	12 DK						
MPSD43423653	WR17_601_F	gold rolls royce tablet	6				NIT		caffeine
MPSD43423653	WR17_601_G	no hear monkey tablet	5				NIT		caffeine
MPSD43423653	WR17_601_H	brown tablets, unmarked unscored	46 DK						
MPSD43423653	WR17_602	crystals in bag	6		crystal MDMA				
MPSD43423653	WR17_603_A	bag of white powder	23		ketamine				
MPSD43423653	WR17_603_B	bag of white powder	1		ketamine				
MPSD43423653	WR17_603_C	blue rolls royce tablet	15				32222	MDMA	
MPSD43423653	WR17_604_A	wet bag of powder	1 DK						
MPSD43423653	WR17_604_B	wet bag of powder	1 DK						
MPSD43423653	WR17_604_C	bag of white powder	2		ketamine				
MPSD43423653	WR17_604_D	orange powder in bag	1		crystal MDMA				
MPSD43423653	WR17_605	wet red tablet	1 DK						
MPSD43423653	WR17_606	wet yellow tablet	1 DK						
MPSD43423653	WR17_607	blue tablet fragment	1 DK						
MPSD43423653	WR17_608	broken yellow gold bar tablet	1 DK						
MPSD43423653	WR17_609	orange walter white tablet	4.5 logo: 9950_487				NIT others WR17		MDMA
MPSD43423653	WR17_610	yellow hello kity tablet	10 logo: 9950_473						MDMA
MPSD43423653	WR17_611_A	round purple unmarked unscored tablet	16 GC-MS then TICTAC						MDMA, caffeine
MPSD43423653	WR17_611_B	round light green unmarked unscored tablet	11 GC-MS then TICTAC						MDMA, ethylphenidate, caffeine
MPSD43423653	WR17_611_C	round dark green unmarked unscored tablet	8 GC-MS then TICTAC						MDMA, ethylphenidate, caffeine
MPSD43423653	WR17_611_D	round pink unmarked unscored tablet	11 GC-MS then TICTAC						MDMA, caffeine
MPSD43423653	WR17_611_E	round orange unmarked unscored tablet	8 GC-MS then TICTAC						MDMA, caffeine
MPSD43423653	WR17_611_F	round blue unmarked unscored tablet	16 GC-MS then TICTAC						MDMA, caffeine
MPSD43423653	WR17_612_A	cool yellow emoji tablet	3				NIT others WR17		
MPSD43423653	WR17_612_B	grinning yellow emoji tablet	1				NIT others WR17		
MPSD43423653	WR17_613	green mario tablet	1				32733	2C-B	
MPSD43423653	WR17_614	crystal	1		crystal MDMA				
						124	72		

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
2	<div><div>TICTAC Communications Limited</div><div></div><div><div>ClientMetropolitan Police: We R Festival</div><div>Client contactIna Broughton/Dave Reddy</div><div>byClient</div><div>Samples received06/06/2017</div><div>received969 excluding cannabis & resin</div><div>Date(s) analysed13/06/2017 - 20/07/2017</div><div>Date reported09/08/2017</div><div>Method(s)Gas Chromatography Mass Spectrometry (GCMS)</div><div>Fourier Transform Infrared Spectroscopy (FTIR)</div><div>TICTAC Drug ID</div><div>Samples analysedGC-MS: 260, FTIR: 656, TICTAC: 252</div><div>Analyst(s)A Frincuelescu/C MacKintosh</div><div>Cost£40,480.00 + VAT</div><div>invoiced£0.00</div></div></div>								
3									
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26									
27	by weight (excluding bag)								

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
28	MP5501949374	Cannabis	251.8						
29		Joints	15.75						
30		Total Cannabis (g)	267.55						
31									
32		Resin (g)	54						
33		canisters	8						
34									
35									
36	Page 526	WR17_001	two bags of crystals in a tooth paste tube			crystal MDMA			
37		WR17_002	one plastic wrap with white powder			cocaine			
38		WR17_003	one plastic bag with crystals			crystal MDMA			
39		WR17_004_A	one plastic bag with white lumps			inconclusive			lidocaine, cocaine
40		WR17_004_B	two plastic bags with whitish powder			lidocaine and cocaine			
41		WR17_004_C	four plastic bags with white powder			lidocaine and cocaine			
42		WR17_004_D	one plastic bag with white powder			lidocaine and cocaine			
43		WR17_005_A	two plastic bags with white powder			Ketamine			
44		WR17_005_B	Silver bars	3				31892 MDMA	
45		WR17_006	Skype tabs	4		ketamine		NIT (see 076) MDMA	
46		WR17_007	one plastic bag with red powder (crushed tab)						MDMA
47		WR17_008_A	two bags with white powder			ketamine			
48		WR17_008_B	one bag of white powder			cocaine			
49		WR17_009	one plastic bag with brownish powder			crystal MDMA			
50		WR17_010_A	two bags with white powder			cocaine			
51		WR17_010_B	two bags with crystals			crystal MDMA			

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
52		WR17_010_C	one bag with white powder			ketamine			
53		WR17_011_A	one bag with white powder			cocaine			
54		WR17_011_B	two plastic wraps with crystals			crystal MDMA			
55		WR17_012	one plastic bag with white powder			cocaine			
56		WR17_013	one paracetamol blister			-		NIT	-
57		WR17_014	sad mask tab	1				NIT	MDMA
58		WR17_015	one plastic bag with yellowish powder			cocaine			
59		WR17_016	one plastic bag with white powder			cocaine			
60		WR17_017	one plastic bag with white powder				inconclusive (ephylone?)		MDMA, 4-MEAP, lidocaine, cocaine
61		WR17_018_A	one plastic bag with yellow powder						benzocaine, cocaine
62		WR17_018_B	one plastic bag with orange powder						benzocaine, cocaine
63		WR17_019_A	one plastic bag with white powder			ketamine			
64		WR17_019_B	one plastic bag with white powder			cocaine			
65		WR17_019_C	one plastic bag with white powder			cocaine			
66		WR17_020_A	one plastic bag with white powder			ketamine			
67		WR17_020_B	one plastic bag with brown crystals			crystal MDMA			
68		WR17_020_C	blue facebook tablet fragments		DK	see WR17-716			
69		WR17_021	4 blue UPS tabs+fragments+powder	4					MDMA
70		WR17_022	pink RR tabs	4				32788 MDMA	
71		WR17_023_A	green skull tabs	10				NIT (see 041)	MDMA
72		WR17_023_B	yellow square tab (damaged) - Snapchat	1				NIT (see 054)	MDMA
73		WR17_024_A	one plastic wrap with white powder			cocaine			
74		WR17_024_B	Gold bars	12				NIT (see more)	MDMA

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
75	Page 528	WR17_025	two bags with crystals			crystal MDMA			
76		WR17_026	two plastic bags with white powder			ketamine?			ketamine
77		WR17_027_A	yellow nerd/intelligent emoji tab	1					MDMA
78		WR17_027_B	yellow smirking emoji	1					MDMA
79		WR17_027_C	yellow crazy emoji	1					MDMA
80		WR17_028	two bags with crystals			crystal MDMA			
81		WR17_029	one plastic wrap with a big crystal			crystal MDMA			
82		WR17_030_A	Ace tabs	10				NIT (057_A)	MDMA
83		WR17_030_B	blue IKEA (damaged)	1 DK					-
84		WR17_030_C	one plastic bag with white powder			ketamine			
85		WR17_031	two plastic bags with brownish powder						benzocaine, ketamine
86		WR17_032	pink Hello Kitty	13.5				NIT	MDMA
87		WR17_033	two plastic bags with yellow-orange powder						benzocaine, cocaine
88		WR17_034	DFQON tabs	2				33168	MDMA
89		WR17_035	one plastic bag with white powder			ketamine			
90		WR17_036	one LV+fragments+powder	1				31887	MDMA
91		WR17_037_A	green Red Bull	3				NIT	MDMA
92		WR17_037_B	small Tomorrowland	1				NIT	MDMA
93		WR17_037_C	Anonymous	2					MDMA
94		WR17_037_D	one plastic bag with white powder			cocaine			
95		WR17_037_E	one plastic bag with withish crystals			MDMA			
96		WR17_037_F	one plastic bag with white powder			ketamine			
97		WR17_037_G	one plastic bag with brownish crystals			MDMA			
98		WR17_038_A	one plastic bag with white powder			cocaine			

	A	B	C	D	E	F	G	H	I	
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS
99	Page 529	WR17_038_B	one plastic bag with white powder			ketamine				
100		WR17_038_C	blue Tesla	5				33181	MDMA	
101		WR17_038_D	one round, half-scored tab, unmarked							no drugs detected
102		WR17_039_A	yellow IKEA	5				NIT		MDMA
103		WR17_039_B	blue IKEA	4				NIT		MDMA
104		WR17_040_A	Gold bars	10				NIT (see more)		MDMA
105		WR17_040_B	one plastic wrap with white powder			cocaine				
106		WR17_041	green skull tabs	7				NIT		MDMA
107		WR17_042_A?	pink MONCLER tablet	1				NIT		MDMA
108		WR17_042_B	blue MONCLER tab	1				NIT		MDMA
109		WR17_043	4 plastic bags with orange-yellow powder	see above	DK					
110		WR17_044	three bags with white powder			ketamine?				ketamine
111		WR17_045_A	round, "3626" tabs (pharmaceutical?)	50				NIT (33492)	doxycycline	
112		WR17_045_B	green Tesla	3.5				NIT		MDMA
113		WR17_045_C	one plastic bag with white powder			ketamine				
114		WR17_045_D	Emoji tabs (cool, crazy, scared, doctor, nerd)	8				NIT (all seen before)		MDMA
115		WR17_045_E	one bag with white powder			ketamine				
116		WR17_045_F	one bag with white powder			cocaine				
117		WR17_045_G	purple Tesla	7.2				NIT (see more)		MDMA
118		WR17_045_H	pink/blue cap&body caps	2				NIT		2C-B
119		WR17_045_I	purple Starbucks tabs	8				NIT		MDMA
120		WR17_045_J	blotters	3						MDMA
121	WR17_045_K	pink MONCLER	4				NIT (see 090_B)		MDMA	
122	WR17_045_L	white MONCLER+two different fragments	1	DK(fragments)			NIT (see 090)		MDMA	

	A	B	C	D	E	F	G	H	I		
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS	
123	Page 530	WR17_046_A	two bags with white powder			cocaine					
124		WR17_046_B	Gold bars	2				31878	MDMA		
125		WR17_046_C	purple Tesla	2				NIT (see 187 and more)		MDMA	
126		WR17_047	purple Tesla	50				NIT		MDMA	
127		WR17_048	one big, white lump			caffeine					
128		WR17_049_A	gold LV	3				NIT		MDMA	
129		WR17_049_B	orange BOOM	2				NIT		4-FA	
130		WR17_050	two bags with crystals			crystal MDMA					
131		WR17_051_A	pink Mushroom	9					33166	MDMA	
132		WR17_051_B	two orange-red fragments		DK						
133		WR17_052	yellow tabs+powder (damaged+crushed)	2					NIT		MDMA
134		WR17_053	green Ferrari horse	1							MDMA
135		WR17_054	yellow Snapchat on square tab	12					NIT		MDMA
136		WR17_055_A	9 bags with white powder			ketamine					
137		WR17_055_B	Snapchat yellow tab (ghost shape)	5					NIT		MDMA
138		WR17_056	two bags with crystals			crystal MDMA					
139		WR17_057_A	Ace tabs	9					NIT		MDMA
140		WR17_057_B	one plastic bag with white powder			ketamine					
141		WR17_058_A	tw plastic bags with white powder				inconclusive ephylone?				4-MEAP
142		WR17_058_B	one plastic bag with white powder				cocaine				
143	WR17_059	green Ferrari tab	1					NIT (see 053)		MDMA	
144	WR17_060_A	four plastic bags with crystals				crystal MDMA					
145	WR17_060_B	one paper wrap with white powder				crystal MDMA					
146	WR17_061	Gold bars	19+2 fragments					NIT		MDMA	
147	WR17_062_A	green Domino	2.5					NIT		MDMA	

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
148	Page 531	WR17_062_B	one plastic bag with brownish powder			MDMA			
149		WR17_063	DFQON tabs	4				33168	MDMA
150		WR17_064_A	one plastic bag with white powder			ketamine			
151		WR17_064_B	one plastic bag with white powder			cocaine			
152		WR17_065	yellow UPS	1				32789	MDMA
153		WR17_066	one paper wrap with yellow powder			cocaine			
154		WR17_067	yellow Nintendo	14.5					MDMA
155		WR17_068_A	purple smirking emoji	2				NIT	MDMA
156		WR17_068_B	purple cool emoji	1				NIT	MDMA
157		WR17_068_C	purple nerd emoji	1				NIT	MDMA
158		WR17_069	one big white lump			caffeine			
159		WR17_070_A	one plastic bag with crystals			crystal MDMA			
160		WR17_070_B	one plastic bag with brown powder			crystal MDMA			
161		WR17_071_A	three bags with white powder			cocaine			
162		WR17_071_B	red Red Bull	1				NIT	MDMA
163		WR17_071_C	red Route66	3.5					MDMA
164		WR17_072_A	one bag with white powder			ketamine			MDMA
165		WR17_072_B	one bag with white powder			cocaine			
166		WR17_072_C	one bag with white powder			ketamine			
167		WR17_073_A	one bag with crystals			crystal MDMA			
168		WR17_073_B	one bag with crystals			crystal MDMA			
169		WR17_074	two plastic bags with white powder			cocaine			
170		WR17_075_A	one plastic bag with pinkish powder			ketamine			
171		WR17_075_B	FCB badge tab	4				NIT	MDMA
172		WR17_076	Skype tab	1				NIT	MDMA

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
173		WR17_077	orange, round tab, half-scored, plus circle	1				NIT	stanazolol methylbenzylpipe razine, benzylpiperazine, TFMPP, caffeine,
174		WR17_078	white, damaged tabs	10+fragments				NIT	
175		WR17_079_A	three plastic bags with crystals			crystal MDMA			
176		WR17_079_B	one plastic bag with crystals			crystal MDMA			
177		WR17_080	red Underground	3				NIT	MDMA
178		WR17_081	Skype tabs	13				NIT (see 076)	MDMA
179		WR17_082	DFQON tabs	7				33168	MDMA
180		WR17_083	yellow MONCLER	4				NIT	MDMA
181		WR17_084_A	four bags with white powder			ketamine			
182		WR17_084_B	three bags with crystals			crystal MDMA			
183		WR17_085_A	NO hear money	1				32803	MDMA
184		WR17_085_B	NO speak monkey	1				32802	MDMA
185		WR17_085_C	NO see monkey	5				32801	MDMA
186		WR17_086_A	blue Tesla	5				NIT	MDMA
187		WR17_086_B	one plastic bag with white powder			ketamine			
188		WR17_087	blue WB	5				NIT	MDMA, caffeine
189		WR17_088	one bag with yellow powder			benzocaine and cocaine			
190		WR17_089	yellow UPS	20				32789	MDMA
191		WR17_090_A	white MONCLER	3				NIT	MDMA
192		WR17_090_B	pink MONCLER	1				NIT	MDMA
193		WR17_091	one plastic bag with white powder			ketamine			
194		WR17_092	eight paper bombs			crystal MDMA			

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
195	Page 533	WR17_093	one bag with white powder			?CREATINE			ketamine
196		WR17_094	white, round, unmarked, unscored	16					caffeine
197		WR17_095_A	yellow smirking emoji	1				NIT (see 027)	MDMA
198		WR17_095_B	yellow scared emoji	1				NIT	MDMA
199		WR17_096_A	one bag of crystals			MDMA			
200		WR17_096_B	Emoji tabs (cool, crazy, scared, doctor, nerd, grinning, smirking)	60				NIT (all seen before)	MDMA
201		WR17_096_C	peace/LOVE tab	2				NIT	MDMA
202		WR17_096_D	one plastic bomb with white powder			cocaine			
203		WR17_096_E	one plastic bag with crystals			MDMA			
204		WR17_096_F	one cling film with crystals			MDMA			
205		WR17_096_G	one plastic bag with white powder			ketamine			
206		WR17_096_H	heart eyes emoji	11				NIT	MDMA
207		WR17_096_I	astonished face emoji	8				NIT	MDMA
208		WR17_097_A	one bag with white powder			cocaine			
209		WR17_097_B	one bag with crystals			crystal MDMA			
210		WR17_098	one bag with crystals			crystal MDMA			
211		WR17_099	one bag with white powder			cocaine			
212		WR17_100	two bags with crystals			crystal MDMA			
213		WR17_101	one bag with white powder			ketamine			
214		WR17_102	one bag with white powder			cocaine			
215		WR17_103	one bag with white powder			crystal MDMA			
216		WR17_104	one plastic bomb with crystals			crystal MDMA			
217		WR17_105	two plastic bombs with crystals			crystal MDMA			
218		WR17_106	one plastic wrap with white powder			ketamine			
219		WR17_107	one bag with whitish powder			cocaine			

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
220	Page 534	WR17_108	one bag with white powder	5		ketamine		32766 MDMA	
221		WR17_109	pink Tesla Model X						
222		WR17_110	one bag with white powder			ketamine			
223		WR17_111	one bag with crystals			crystal MDMA			
224		WR17_112	one bag with white powder			creatine?			ketamine
225		WR17_113	one bag with white powder			ketamine			
226		WR17_114	one bag with white powder			cocaine			
227		WR17_115	one bag with white powder			ketamine			
228		WR17_116	one bag with white powder			cocaine			
229		WR17_117	one bag with white powder			inconclusive (ephylone?)			4-MEAP
230		WR17_118	one bag with white powder			cocaine			
231		WR17_119	one bag with white powder			ketamine			
232		WR17_120	one bag with white powder			inconclusive (ephylone?)			4-MEAP
233		WR17_121	one bag with white powder			cocaine			
234		WR17_122	one bag with white powder			cocaine			
235		WR17_123	one bag with white powder			cocaine			
236		WR17_124	one bag with white powder			cocaine			
237		WR17_125	one bag with white powder			cocaine			
238		WR17_126	one bag with white powder			inconclusive (ephylone?)			4-MEAP
239		WR17_127	one bag with white powder			ketamine			
240		WR17_128	two bags with white powder			ketamine			
241		WR17_129	one bag with white powder			ketamine			
242		WR17_130	one bag with white powder			cocaine			
243		WR17_131	one bag with white powder			creatine			
244		WR17_132	one bag with white powder			cocaine			
245		WR17_133	one bag with white powder			ketamine			

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
246	Page 535	WR17_134	one bag with white powder			ketamine			
247		WR17_135	one bag with white powder			inconclusive (ephylone?)			4-MEAP
248		WR17_136	one bag with white powder			cocaine			
249		WR17_137	one bag with white powder			cocaine			
250		WR17_138	one bag with white powder			cocaine			
251		WR17_139	one bag with white powder			cocaine			
252		WR17_140	one bag with white powder			cocaine			
253		WR17_141	one bag with white powder			cocaine			
254		WR17_142	one bag with white powder			cocaine			
255		WR17_143	one bag with white powder			ketamine			
256		WR17_144	one bag with white powder			cocaine			
257		WR17_145	one bag with white powder			cocaine			
258		WR17_146	one bag with white powder			inconclusive (ephylone?)			4-MEAP
259		WR17_147	one bag with white powder			ketamine?			ketamine
260		WR17_148	one bag with white powder			ketamine			
261		WR17_149	one bag with white powder			ketamine			
262		WR17_150	one bag with white powder			cocaine			
263		WR17_151	one bag with white powder			cocaine			
264		WR17_152	one bag with white powder			ketamine			
265		WR17_153	one bag with white powder			ergot?			ketamine
266		WR17_154	one bag with white powder			crystal MDMA			
267		WR17_155	one bag with white powder			cocaine			
268		WR17_156	one bag with white powder			cocaine			
269		WR17_157	one bag with white powder			cocaine			
270		WR17_158	orange Tesla	3					MDMA
271		WR17_159	two bags with white powder			ketamine?			benzocaine

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
272	Page 536	WR17_160	one bomb with white powder			cocaine			
273		WR17_161	one bag with white powder			cocaine			
274		WR17_162	one bag with white powder			ketamine			
275		WR17_163	one bag with white powder			crystal MDMA			
276		WR17_164	one bag with whitish powder			crystal MDMA			
277		WR17_165	one bag with white powder			crystal MDMA			
278		WR17_166	two bags with white powder			cocaine			
279		WR17_167	one bag with white powder			crystal MDMA			
280		WR17_168	one bag with white powder			cocaine			
281		WR17_169	one bag with white powder			4-chloroethcathione			
282		WR17_170	one bag with white powder			4-chloroethcathione			
283		WR17_171	one bomb with white powder			cocaine			
284		WR17_172	two bags with white powder			ketamine			
285		WR17_173	one plastic wrap with white powder			cocaine			
286		WR17_174	one bag with white powder			4-chloroethcathione			
287		WR17_175	one bag with white powder			cocaine			
288		WR17_176	1P-LSD blotter	1					benzocaine
289		WR17_177	three paper wraps with orange powder			cocaine			
290		WR17_178_A	one paper wrap with white powder			cocaine			
291		WR17_178_B	one plastic bomb with white powder			cocaine			
292		WR17_179	one bag with white powder			cocaine			
293		WR17_180	one plastic bag with lumpy white powder			cocaine			
294		WR17_181	one plastic bag with lumpy white powder			cocaine			
295		WR17_182	one plastic bag with lumpy white powder			crystal MDMA			
296		WR17_183	five plastic bombs with white powder			inconclusive			ketamine
297		WR17_184	8 plastic bombs with crystals			crystal MDMA			

	A	B	C	D	E	F	G	H	I		
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC	GCMS	
298	Page 537	WR17_185_A	yellow smirking emoji	1				NIT (see 095, 027)		MDMA	
299		WR17_185_B	yellow scared emoji	2				NIT (see 095)		MDMA	
300		WR17_185_C	yellow doctor emoji	1						MDMA	
301		WR17_185_D	yellow cool emoji	2						MDMA	
302		WR17_185_E	yellow grinning emoji	3						MDMA	
303		WR17_186_A	yellow LV	1.5						MDMA	
304		WR17_186_B	one plastic bag with crystals				crystal MDMA				
305		WR17_187_A	two bags with white powder				cocaine				
306		WR17_187_B	purple Tesla	2					NIT (see more)		MDMA
307		WR17_187_C	Gold bars	2					31878 MDMA		
308		WR17_188_A	three bags with crystals				MDMA				
309		WR17_188_B	blotters	2							LSD
310		WR17_189_A	yellow Pikachu	1					NIT		MDMA
311		WR17_189_B	one bag with brownish powder				MDMA				
312		WR17_190	9 plastic wraps with crystals				crystal MDMA				
313		WR17_191	8 bombs with crystals				crystal MDMA				
314		WR17_192	5 bombs				crystal MDMA				
315		WR17_193	4 bombs				crystal MDMA				
316		WR17_194	8 bombs with crystals				crystal MDMA				
317		WR17_195	one bag with white powder				cocaine				
318		WR17_196	one bag with brownish powder				crystal MDMA				
319		WR17_197	12 bags with crystals				crystal MDMA				
320		WR17_198	one paper wrap with yellow powder				cocaine				
321		WR17_199	one film cling with crystals				crystal MDMA				
322		WR17_200	one bag with pinkish powder				cocaine				
323	WR17_201	one bag with pink powder				ketamine					

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
324		WR17_202	three wraps with crystals			crystal MDMA			
325		WR17_203	one plastic wrap with a big white lump			inconclusive			amphetamine, caffeine
326		WR17_204	one plastic bag with one sweet						no drugs detected
327		WR17_205	one plastic bag with crystals			crystal MDMA			
328		WR17_206	one plastic bag with crystals			crystal MDMA			
329		WR17_207	one plastic bag with crystals			crystal MDMA			
330		WR17_208	one plastic bag with crystals			crystal MDMA			
331		WR17_209	one plastic bag with crystals			crystal MDMA			
332		WR17_210	one plastic bag with crystals			crystal MDMA			
333		WR17_211	one plastic bag with one big crystal			crystal MDMA			
334		WR17_212	one plastic bag with crystals			crystal MDMA			
335		WR17_213	one plastic bag with crystals			crystal MDMA			
336		WR17_214	one plastic bag with crystals			crystal MDMA			
337		WR17_215	one plastic bag with crystals			crystal MDMA			
338		WR17_216	one plastic bag with crystals			crystal MDMA			
339		WR17_217	one plastic bag with crystals			crystal MDMA			
340		WR17_218	one plastic bag with crystals			crystal MDMA			
341		WR17_219	one plastic bag with crystals			crystal MDMA			
342		WR17_220	one plastic bag with crystals			crystal MDMA			
343		WR17_221	one plastic bag with crystals			crystal MDMA			
344		WR17_222	one plastic bag with crystals			crystal MDMA			
345		WR17_223	one plastic bag with crystals			crystal MDMA			
346		WR17_224	one plastic bag with crystals			crystal MDMA			
347		WR17_225	one plastic bag with crystals			crystal MDMA			

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
348		WR17_226	one plastic bag with crystals			crystal MDMA			
349		WR17_227	one plastic bag with crystals			crystal MDMA			
350		WR17_228	one plastic bag with crystals			crystal MDMA			
351		WR17_229	one plastic bag with crystals			crystal MDMA			
352		WR17_230	one plastic bag with orange lumpy powder			cocaine			
353		WR17_231	clear cap&body caps with crystals	25		2C-B			
354		WR17_232	Gold bars	3				NIT (see 061)	MDMA
				4+two					
355		WR17_233	blue IKEA	fragments				NIT (see 039)	MDMA
356		WR17_234	orange, round tab, half-scored, plus circle	11				NIT (see 077)	stanazolol
357		WR17_235	Emoji tab	fragment	DK				
358		WR17_236	10 plastic bags with orange powder (crushed tabs?) found separately			benzocaine, cocaine			
359		WR17_237_A	clear cap&body caps with white powder	11					leucine
360		WR17_237_B	mottled, brown, round tab, unscored, unmarked	1					caffeine
361		WR17_238	one broken Zapain 30/500mg tab (codeine, paracetamol by Mercury Pharmaceuticals)		DK				
362		WR17_239	one blister of Paracetamol 500mg tabs, Zentiva, half-scored, "S 1"					30324 paracetamol	
363		WR17_240	one blister of Paracetamol 500mg tabs, Galpharm Healthcare, half-scored, unmarked					16357 paracetamol	

	A	B	C	D	E	F	G	H	I
1	evidence bag number & source	tictac bag reference	description	Quantity	comments	IR	Alpha	tictac accession number	drug from TICTAC GCMS
364		WR17_241	Zapain 30/500mg tabs Mercury Pharmaceuticals	4	2 damaged			paracetamol, 15749 codeine	
365		WR17_242	Paracetamol 500mg tabs, Galpharm Healthcare	4		-		NIT (see 013)	-
366		WR17_243	Diazepam 10mg tabs, Actavis	5				17579 diazepam	
367		WR17_244	one blister of Co-codamol 8/500mg tabs, M&A Pharmaceuticals					paracetamol, 27788 codeine	
368		WR17_245_A	white, round tabs, unscored, unmarked	2					Alprazolom
369		WR17_245_B	white, oblong tab, unscored, unmarked	1					caffeine
370		WR17_245_C	mottled, brownish, round tab, unscored, unmarked	1					vitamin B3
371		WR17_246	NiQuitin minis mint 1.5mg lozenges	16				25261 nicotine	#NAME?
372									
373									
374							318	86	112

NAME OF EVENT **WeAre Festival**

LOCATION: **Havering** DATE: **Sunday 28th May**

	No. @ Daily Rate	No. of Hours@ Hourly rate	Daily Rate	Hourly Rate	Total Cost @ Daily rate	Total Cost @ hourly rate	Total Daily Cost	Number of Days	Grand Total (I.e Daily Cost x Number of Days)
Superintendent			£639	£88.14	£0.00	£0.00	£0.00		£0.00
Chief Inspector			£547	£75.45	£0.00	£0.00	£0.00		£0.00
Inspector	6	8	£518	£71.45	£3,108.00	£571.60	£3,679.60	1	£3,679.60
Sgt (Bank Holiday)			£812	£111.93	£0.00	£0.00	£0.00		£0.00
Sergeant	15	8	£541	£74.62	£8,115.00	£596.96	£8,711.96	1	£8,711.96
Special Sergeant			£271	£37.31	£0.00	£0.00	£0.00		£0.00
PC (Bank Holiday)			£672	£92.69	£0.00	£0.00	£0.00		£0.00
Constable	84	8	£448	£61.79	£37,632.00	£494.32	£38,126.32	1	£38,126.32
Special Constable			£224	£30.90	£0.00	£0.00	£0.00		£0.00
Expo Dogs			£64.00		£0.00	£0.00	£0.00		£0.00
Band E Event Planner				£32.33		£0.00	£0.00		£0.00
Driver				£29.14	£0.00	£0.00	£0.00		£0.00
Pixie Van			£139.10		£0.00	£0.00	£0.00		£0.00
Barriers			£2.50		£0.00		£0.00		£0.00

Total **£50,517.88**

Total (Excl VAT)	£50,517.88
VAT @ 20%	£10,103.58
Total (Incl VAT)	£60,621.46

NAME OF EVENT:

WeAre Festival

LOCATION:

Havering

DATE:

Saturday 27th May

	No. @ Daily Rate	No. of Hours @ Hourly rate	Daily Rate	Hourly Rate	Total Cost @ Daily rate	Total Cost @ hourly rate	Total Daily Cost	Number of Days	Grand Total (I.e Daily Cost x Number of Days)
Superintendent			£639	£88.14	£0.00	£0.00	£0.00		£0.00
Chief Inspector			£547	£75.45	£0.00	£0.00	£0.00		£0.00
Inspector	7	8	£518	£71.45	£3,626.00	£571.60	£4,197.60	1	£4,197.60
Sgt (Bank Holiday)			£812	£111.93	£0.00	£0.00	£0.00		£0.00
Sergeant	16	8	£541	£74.62	£8,656.00	£596.96	£9,252.96	1	£9,252.96
Special Sergeant			£271	£37.31	£0.00	£0.00	£0.00		£0.00
PC (Bank Holiday)			£672	£92.69	£0.00	£0.00	£0.00		£0.00
Constable	84	8	£448	£61.79	£37,632.00	£494.32	£38,126.32	1	£38,126.32
Special Constable			£224	£30.90	£0.00	£0.00	£0.00		£0.00
Expo Dogs			£64.00		£0.00	£0.00	£0.00		£0.00
Band E Event Planner				£32.33		£0.00	£0.00		£0.00
Driver				£29.14	£0.00	£0.00	£0.00		£0.00
Pixie Van			£139.10		£0.00	£0.00	£0.00		£0.00
Barriers			£2.50		£0.00		£0.00		£0.00

Total

£51,576.88

Total (Excl VAT)

£51,576.88

VAT @ 20%

£10,315.38

Total (Incl VAT)**£61,892.26**

Totals:

event days	Fri 26th May	23541.46
	Sat 27th May	61892.26
	Sun 28th May	60621.46
	Mon 29th May	16829.47

Meetings:

Grand total:	162884.65
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NAME OF **WeAre Festival**

LOCATION **Havering** DATE: **Monday 29th May**

	No. @ Daily Rate	No. of Hours @ Hourly rate	Daily Rate	Hourly Rate	Total Cost @ Daily rate	Total Cost @ hourly rate	Total Daily Cost	Number of Days	Grand Total (I.e Daily Cost x Number of Days)
Superinten dent			£639	£88.14	£0.00	£0.00	£0.00		£0.00
Chief Inspector			£547	£75.45	£0.00	£0.00	£0.00		£0.00
Inspector	2	8	£518	£71.45	£1,036.00	£571.60	£1,607.60	1	£1,607.60
Sgt (Bank Holiday)	5	8	£812	£111.93	£4,060.00	£895.44	£4,955.44	1	£4,955.44
Sergeant	0	0	£541	£74.62	£0.00	£0.00	£0.00	0	£0.00
Special Sergeant			£271	£37.31	£0.00	£0.00	£0.00		£0.00
PC (Bank Holiday)	10	8	£672	£92.69	£6,720.00	£741.52	£7,461.52	1	£7,461.52
Constable	0	0	£448	£61.79	£0.00	£0.00	£0.00	0	£0.00
Special Constable			£224	£30.90	£0.00	£0.00	£0.00		£0.00
Expo Dogs			£64.00		£0.00	£0.00	£0.00		£0.00
Band E Event Planner				£32.33		£0.00	£0.00		£0.00
Driver				£29.14	£0.00	£0.00	£0.00		£0.00
Pixie Van			£139.10		£0.00	£0.00	£0.00		£0.00
Barriers			£2.50		£0.00		£0.00		£0.00

Total **£14,024.56**

Total (Excl VAT)	£14,024.56
VAT @ 20%	£2,804.91
<u>Total (Incl VAT)</u>	£16,829.47

NAME OF EVENT:

WeAre Festival

LOCATION:

Havering

DATE:

Friday 26th May

	No. @ Daily Rate	No. of Hours @ Hourly rate	Daily Rate	Hourly Rate	Total Cost @ Daily rate	Total Cost @ hourly rate	Total Daily Cost	Number of Days	Grand Total (I.e Daily Cost x Number of Days)
Superintendent			£639	£88.14	£0.00	£0.00	£0.00		£0.00
Chief Inspector			£547	£75.45	£0.00	£0.00	£0.00		£0.00
Inspector	4	8	£518	£71.45	£2,072.00	£571.60	£2,643.60	1	£2,643.60
Sgt (Bank Holiday)			£812	£111.93	£0.00	£0.00	£0.00		£0.00
Sergeant	7	8	£541	£74.62	£3,787.00	£596.96	£4,383.96	1	£4,383.96
Special Sergeant			£271	£37.31	£0.00	£0.00	£0.00		£0.00
PC (Bank Holiday)			£672	£92.69	£0.00	£0.00	£0.00		£0.00
Constable	27	8	£448	£61.79	£12,096.00	£494.32	£12,590.32	1	£12,590.32
Special Constable			£224	£30.90	£0.00	£0.00	£0.00		£0.00
Expo Dogs			£64.00		£0.00	£0.00	£0.00		£0.00
Band E Event Planner				£32.33		£0.00	£0.00		£0.00
Driver				£29.14	£0.00	£0.00	£0.00		£0.00
Pixie Van			£139.10		£0.00	£0.00	£0.00		£0.00
Barriers			£2.50		£0.00		£0.00		£0.00

Total

£19,617.88

Total (Excl VAT)

£19,617.88

VAT @ 20%

£3,923.58

Total (Incl VAT)

£23,541.46