

CONDITIONS

CONDITIONS CONSISTENT WITH OPERATING SCHEDULE

The utmost care has been taken to ensure the safety of this event, its attendees, and the local area. This event is intended to better the city of Leicester, manifesting in compliance with relevant UK Health & Safety Legislation (namely, Health and Safety at Work Act 1974 and Fire Safety Order 2005) and Licensing regulations. The Event Organisers have and will continue to communicate with the relevant authorities; prior to the wider Multi-Agency-Meeting, measures taken to achieve the 4 Licensing Objectives have been actioned in accordance with guidance from the Festivals and Events Department, Police Alcohol Licensing Department, Noise Pollution Control Department, and Purple Guide. The organisers are committed to continuous improvement and will, a maximum of 30 days after the event, circulate a Post-Event Report (composed of comments from Personnel, Friends of Clarendon Park, and members of the local community). Elaboration and explanation of the above and below can be found in the attached Event Management Plan (hereby referred to as EMP).

The Crowd Management Plan details our actions taken to mitigate Crowd-Related Hazards (hereby referred to as CRH). Principally, this is manifest in an appropriate and well-organised provision of SIA-licensed Security, ingress and egress points, and staff training. An appropriate site capacity (as recommended by the Purple Guide) has been set at no more than 4999 total (including Personnel). This leaves a comfortable 2.27nnA2 per person and, at peak mainstage crowd, just over 1 person per nnA2. For visualisations, please see the EMP. To allow for comfortable ingress and emergency egress, opposed main gate and fire exits of 6.6m and 7m respectively will be erected. As per the Purple Guide's Guidance for open-air events, this allows sufficient escape time. An Alcohol Management Plan detailing Challenge 25, Proxy Purchase, intoxicated persons, Confiscation, acceptable forms of ID, and ABV Displaying Policies can be found in the EMP.

In the interest of the mitigation of disorderly behaviour and counter-terrorism, SIA Officers will conduct thorough bag searches upon entry, executing confiscation, reporting, and contacting Emergency Services as necessary. A suitably secure perimeter will be established, comprised of 2m-high Heras fencing, with a sufficient deployment of patrolling security personnel, surveillance for illicit entry, concerning packages, and suspicious activity. As the event is in aid of St John Ambulance, a suitable medical provision of trained first aiders is in place. In constant communication with security, Event Control Point, and Medical Liaison, these will operate out of the Medical Tent. Suitable First Aid (as well as Fire Safety and Crowd Control) Equipment will be housed here, at the Event Control Point, and at the central Vendor Area. Accessibility is a key consideration and this is handled primarily by the Special Arrangements Officer, a direct telephone number for whom will be available on the website at least 3 months prior to the event. Further to this, accessibility-friendly (large print, braille, etc.) versions of Site Plan, Event Schedule, policies and procedures will be available on request. As per the EMP's Severe Weather Plan, suitable measures have been taken to ensure a weather-proof event (industry-standard set-up of infrastructure, appropriate roofing and shelter, event cancellation and evacuation policies). All personnel will be in constant communication via radio with all mobile phone numbers stored digitally and electronically in the Event Control Point.

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The local community (represented by The Friends of Clarendon Park) have been greatly involved in the preparation of this event. This is manifest in our commitment to litter-picking (to be conducted on and off-site prior to, during, and after the event by Stewards) and mitigation of disorderly behaviour in the surrounding area. A 30-minute controlled egress period will be in place after the final sale of alcohol to encourage use of the facilities before exit. Further to this, the site's layout directs mainstage - exit foot traffic around the central vendors and thus past portable toilets. An adequate provision of facilities (standard, accessible, baby change, and handwash) will be provided to facilitate this. A suitable Acoustic Consultant will be employed to, in collaboration with on-site sound engineers, monitor levels. The primary focus will be on noise levels at the facades of the nearest residences. On account of the site's proximity to Victoria Park's Nature Reserve and the event's calendaring during mating season, noise, light and litter levels are a concern. As such, noise will be kept to an absolute minimum after the event's end and deliveries, pickups, and build/break of site will be conducted during daylight hours (days before and after event). The Nature Reserve will be a primary focus during site-inspection and main egress will point in the opposite direction, discouraging foot traffic in this area.

A Lost Child Post will be erected and manned by the DBS-checked Lost Children Officer and an SIA Officer. Here copies of relevant documentation (report phones, contact information) will be held, as well as methods of direct communication with Personnel and the Relevant Authorities. A colour-coded wristband system will be in place to, combined with suitable Alcohol Management, prevent the sale of alcohol to minors. With an identifying wristband, Security and Stewards will be able to spot unattended minors and, in communication with the Lost Child Post and Event Control Room, reunite them with their responsible adult. Under-18s will only be granted entry to the event when accompanied by a responsible ticket-holding adult. Using digitally stored ticket-holder information, a list of minors and their responsible adults will be kept in physical and digital forms in both the Lost Child Post and Event Control Point. This will only be accessed by the DBS-checked Event Directors, Team Leads, and Lost Child Officer. In the pre-event email, attendees will be informed of their duty of care (accompaniment at all times and remaining contactable).

CONDITIONS CONSISTENT WITH REPRESENTATION AND AGREEMENT FROM POLICE

- (1) The licence holder shall adopt a minimum ratio of one Security Industry Authority (SIA) door supervisor for every, one hundred customers. (1:100 ratio). Door supervisor(s) must remain on the premises until all customers have left.

A contingency plan must be in place before the start of the event, should insufficient Security Industry Authority (SIA) door supervisors arrive at the premises.

- (2) The licence holder will ensure all Security Industry Authority (SIA) door supervisor(s) used at the premises, record their full name, full SIA registration number and deployment date/time.

A clear and legible record must be kept on the premises throughout the event, made available for inspection to the police or licensing authority on request and retained for three months after the event.

- (3) The licence holder shall ensure all Security Industry Authority (SIA) door supervisors wear high visibility tabards and high visibility SIA badge armbands, whilst on the duty.

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<p>(4) Senior Security Industry Authority (SIA) door supervisors must be provided with a radio that enables them to contact/communicate with each other and contact the senior event organisers.</p>
<p>(5) Senior Security Industry Authority (SIA) door supervisors and senior event organisers must complete a nationally accredited counter terrorism training package such as ACT (Action Counter Terrorism) or other Purple Guide recommended training, before the start of the event. This training record must be kept on the premises, produced for inspection by the police or licensing authority on request and retained for three months after the event.</p>
<p>(6) All stewards (paid or otherwise) must provide their full name and address prior to the start of the event. This will be recorded and provided to the police or licensing authority upon request. A copy must be kept for three months after the event.</p>
<p>(7) All stewards (paid or otherwise) must wear high visibility tabards whilst controlling access, egress and the movement of customers around the site.</p>
<p>(8) An incident log will be kept on the premises and retained for a period of 12 months from the date of the incident. The log will be made immediately available for inspection on request of an officer from a responsible authority. The incident log must be completed within 24 hours of the incident and record the following:</p> <ul style="list-style-type: none"> (a) All crimes reported to the premises. (b) Any ejections of patrons. (c) Any complaints received concerning crime, disorder and anti-social behaviour either inside or outside the premises. (d) Any incidents of crime, disorder and anti-social behaviour associated to the premises. (e) Any refusal of age restricted products.
<p>(9) The licence holder shall implement a zero tolerance drugs policy, with customers found in possession of illicit or suspected illicit drugs, being either refused entry, ejected and/or detained until police arrival.</p>
<p>(10) Customers will not be permitted to bring their own alcohol into the premises.</p>
<p>(11) The licence holder will ensure all senior bar staff, senior management and senior door supervisors are trained in public safety campaigns such as “Ask for Angela” or other similar schemes. A record of training must be kept on the premises and made available for inspection by an officer from a responsible authority upon request.</p>

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(12) If alcohol is being served or sold, an age verification scheme such as Challenge 25 must be operated and fully complied with by all staff members. Staff members must be trained in the scheme and specifically what type of identification is acceptable. Notices advertising the Challenge 25 scheme must be displayed at clear and prominent positions at the entrance to the event and inside the premises at all bar servery areas where alcohol is being served or sold

(13) A refusals log shall be in operation at each area where the sale of alcohol is conducted. The refusals log shall be maintained throughout the event and made available to the police or licensing authority on request.