

REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES

Responsible Authority (please delete as applicable):

Police / Fire / Environmental Protection / Health and Safety / Child Protection / Weights and Measures / Planning Authority

Your Name	Lesley CARLO
Job Title	Alcohol Licensing Officer
Postal and email address	Devon and Cornwall Police, Force Licensing Team, HQ, Exeter. EX2 7HQ
Contact telephone number	

Name of the premises you are making a representation about	Sunset Festival
Address of the premises you are making a representation about	East Pidsley Farm, Pidsley Lane, Pidsley, Crediton. EX17 4EW

Which of the four licensing Objectives does your representation relate to?	Yes Or No	Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary
To prevent crime and disorder	Y	<ol style="list-style-type: none"> Security – the Event Management Plan (EMP) refers to Appendix D: Security & Stewards. I have not received this document and currently have no detail of the security provision for this event As a minimum the following site areas will need to be covered by SIA qualified security: main entrance gate (this will include random searches of those attending, as a condition of entry), any other potential access points – gates, breaks in hedges etc, perimeter patrols, campsite and car parking area patrols, and generally to patrol within the area provided for licensable activities. Whist security numbers will need to be set according to overall numbers expected on site the above areas will need to be covered as a minimum. Access to the site – there is no perimeter fencing and therefore the site is not secure. Any numbers of unauthorised persons could gain access to the site during the festival. Any 'gatecrashes' could substantially increase the numbers on site which security could be unable to deal with. Unauthorised persons on site could also pose a risk of tent or vehicle theft. Drugs – the EMP needs to be expanded to clarify a robust drugs policy. Zero tolerance is stated but there needs to be clarity for all staff and security staff as to when searches will take place, under what circumstances individuals will be detailed and police called (if communications allow).

Public safety	Y	<ol style="list-style-type: none"> 1. Communications – there is little or no mobile network coverage on site. I noted that the Police airwave radio connection was also lost on site. The EMP details Emergency Management Procedures but how will organisers contact Police, Fire or Ambulance if required, in case of emergency? 2. Access to the site – see above – prevention of crime & disorder. 3. Vehicle access to the site – access for ticket holders and emergency services is poor. Please see attached comments from A/Inspector Alford-Mole and Event Planning Officer Lindy Woodage. 4. Public right of way across the site – a public footpath exists and will allow any member of public to access the site during the festival. At the present time I do not believe an application has been made to close this right of way for the duration of the festival. Therefore, numbers on site cannot be controlled. 5. Water - there is a stream running through the length of the area where licensable activities are to take place. This stream is unfenced and covered in parts by undergrowth. There is a barbed wire fence running along part. This is a safety hazard, particularly to children. 6. Security – see above - prevention of crime & disorder.
To prevent public nuisance		
To protect children from harm	Y	<ol style="list-style-type: none"> 1. Security – see prevention of crime & disorder and public safety 2. Water – see public safety 3. Access to site – see public safety

<p>Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.</p>	<p>At the present time the site is unsuitable to hold such an event. In summary the following need to be in place:</p> <ol style="list-style-type: none"> 1. Communication - a landline be fitted to site to ensure contact can be made with emergency services if required. 2. Security – **specify minimum number ** to be provided on each gate etc 3. Water – fencing to be erected along either side of the stream, the length of the site to prevent access. <p>These issues have been discussed with the event organisers.</p> <p>Failing confirmation that these safeguards are in place prior to the hearing we respectfully request that the application is rejected on the grounds of crime & disorder, public safety and the protection of children from harm.</p>
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From: ALFORD-MOLE Jane 15938
Sent: 02 June 2014 13:18
To:
Cc: 'Julia Ryder'
Subject: re; SUNSET FESTIVAL RESTRICTED

Afternoon everyone,

In relation to the Site Visit for Sunset Festival, proposed site, please find below my observations and concerns:-

1. AIRWAVES AND COMMUNICATIONS:- The Airwaves hand held terminals for Officers do not work effectively within the area of the location, they are extremely intermittent. Also, it is my understanding that the main network mobile phone providers do not work in the location.
2. RIVER/STREAM: I have grave concerns regarding the river/stream/brook that runs through the main event field, it is a long stream which meanders to different directions within the fields. . This stream is fast flowing and deep in places, with the consumption of alcohol and events in the hours of darkness I would be concerned for the safety of Adults and Children during this Festival. The Stream will be in the field which is being used for the main events of performance and the location of the bar.
3. SECURITY:- The location for the event is for Camping and Events. The location and position of the Festival means that it is very open. There are several gates but also lots of hedgerows which would be easily accessible for "gatecrashers and persons without tickets". The Camping element is a concern in itself if persons are easily able to enter without permission or tickets and can pose a threat to theft of items from tents and vehicles and also my concern would be the numbers would not be able to be maintained or monitored. I would like to see more a more in depth Drugs Policy and a better understanding of their Security numbers and Stewards.
4. EMERGENCY EXIT/ACCESS POINT:- In company with colleagues I was able to stand in the events field. From looking at the Access and Exits for Emergency Points, the field access is steep, I would be concerned that the Vehicles would not be able to drive into the events field due to the steep gradient, but also to exit would be likely difficult. This could also be made worse if there is any inclement weather. The only way I can see this could be rectified is by suitable tracks placed in situ for Emergency Vehicles.

A/Inspector Jane Alford-Mole
Tiverton/Crediton/Cullompton
Internal: 300660
External: ~
E.mail: .

From: WOODAGE Lindy 55212
Sent: 02 June 2014 12:48
To: CARLO Lesley 54798
Subject: Sunset Festival Site Visit RESTRICTED

Hi Lesley

Following our site visit on Friday I have the following concerns regard the premises licence application for the above event:-

Vehicle access to the site for ticket holders and emergency services is poor. Large vehicles will need to access the site during the load in and breakdown phases. I believe a one-way system is being considered but I am not aware that a request for a traffic order to facilitate this has been received by Devon County Council. Whilst local traffic on the roads surrounding the site is likely to be minimal due to its remoteness, any local traffic would not be expecting to encounter the significant number of vehicles that can be expected at the site for the duration of the festival. Needless to say, wet weather conditions will exacerbate my concerns regarding access.

Whilst it is unlikely that there will be any pedestrians attending the site, in the event that people do want to walk, there are no footpaths on what are very narrow lanes.

Security – The site presents a number of security challenges – the main one being its size and the number of gated access points. I counted at least 8 gates on the site perimeter. The organisers would need to ensure these are manned at all times to ensure people without tickets are not entering the site. The remainder of the perimeter is just Devon hedging and again it would not be too difficult to gain access through the hedge. With regards to the campsite, the camping area is situated well away from the trade and performance areas and there have been a number of incidents of tent thefts at other festivals in Devon and Cornwall during the past two years. The security plan for the camping area needs to be robust with sufficient security officers to maintain a high visibility presence at all times.

Site Safety – My main concerns are around the stream flowing through the centre of the performance and trade areas. The ground was boggy underfoot and would soon become unusable in the event of rainfall. Access to this area would also be virtually impossible for all of the emergency services. The stream also poses a risk to the safety of children and does not mix well with festival goers who have been drinking. At the time of our site visit the fields was strewn with agricultural machinery and livestock. There was no mobile phone signal and our airwave handsets were also unable to gain a signal at the site – again this presents a significant safety concern.

In summary, whilst the site has previously been used for events of a smaller nature using a TEN, the challenges presented by this site for the proposed event for 1500 people need careful consideration. The HSE Event Safety Guide has a useful chapter on venue and site design and lists the factors for consideration as follows:

- *Ground conditions – are they suitable? Even and well drained open sites are preferable. Avoid steep slopes and boggy areas.*
- *Traffic and pedestrian routes and emergency access and exits – what routes already exist? Are they suitable to handle the proposed capacity? Is a separate emergency access route possible? If not, can other routes be provided?*
- *Position and proximity of noise-sensitive buildings – are there any nearby?*
- *Geographical location – where is the site located? How far away is the hospital, fire station, public transport, parking, major roads, local services, facilities etc?*
- *Topography – How does the land lie in relation to its surroundings. Are there any natural hazards/features such as lakes and rivers?*
- *Location and availability of services – water, sewerage, gas, electricity, telephone.*

In view of the above, I feel it is unlikely the organisers have carried out a full survey of the site.

Kind regards

Lindy.

Lindy Woodage
Force Operations and Events Planning Officer
Devon & Cornwall Police

REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES

Responsible Authority (please delete as applicable):

Police / Fire / Environmental Protection / Health and Safety / Child Protection / Weights and Measures / Planning Authority

Your Name	Colin Mills
Job Title	Station Manager
Postal and email address	Central Command West, Old Town, Bideford, EX39 3BH
Contact telephone number	

Name of the premises you are making a representation about	Sunset Festival
Address of the premises you are making a representation about	East Pidsley Farm, Pidsley Lane, Sanford, EX17 4EW

Which of the four licensing Objectives does your representation relate to?	Yes Or No	Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary
To prevent crime and disorder	No	
Public safety	Yes	<p>I am not satisfied that fire protection measures and fire safety duties that are needed where necessary and as far as is reasonably practicable will be in place to protect relevant persons in case of fire.</p> <p>I am not satisfied that fire precautions will be in place to safeguard against fire and to protect relevant persons</p>
To prevent public nuisance	No	
To protect children from harm	Yes	<p>I am not satisfied that fire protection measures and fire safety duties that are needed where necessary and as far as is reasonably practicable will be in place to protect relevant persons in case of fire.</p> <p>I am not satisfied that fire precautions will be in place to safeguard against fire and to protect relevant persons</p>

Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use	<p>At the 'Sunset' festival I need to see evidence of:</p> <p>Identifiable trained marshals,</p>
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separate sheets where necessary and refer to checklist.

Emergency lighting,

Controlled cooking areas

Clearly marked Emergency assembly points and Fire points.

Clear actions to be followed by the management and organizes in the event of a fire to confirm all persons accounted for and the need to create a fire brake to stop the spread of fire. Good management is essential; 6mtr fire breaks between camping vehicles.

Emergency vehicles to be able to secure accesses at all times to within 50 meters of any part where firefighting may be required. This could be achieved by firming the entrance area which leads to the sleeping risk. ie temporary tracks. (Clear with gates not less than 3.1 meters.)

Site lay out plans and record of significant findings.

Documented actions in the event of a fire to confirm all persons accounted for and the need to create a fire brake to stop the spread of fire.

Parked vehicles will also need to be considered? Will some people sleep in their vehicles?

If such evidence cannot be provided I would request the application be refused.

Signed: C Mills

Date: 21/5/14

Please return this form along with any additional sheets to: Mid Devon Licensing Authority, Phoenix House, Phoenix Lane, Tiverton, Devon EX16 6PP, or email to licensing@middevon.gov.uk .

This form must be returned within the Statutory Period. For more details please check with the Licensing Section on 01884 244617/8/9.

REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES

Responsible Authority (please delete as applicable):

Police / Fire / Environmental Protection / Health and Safety / Child Protection / Weights and Measures / Planning Authority

Your Name	Kristian Tomblin
Job Title	Drug and Alcohol Action Team Manager
Postal and email address	County Hall, Topsham Road, Exeter, EX2 4QD
Contact telephone number	

Name of the premises you are making a representation about	Sunset Festival
Address of the premises you are making a representation about	East Pidsley Farm, Sandford, EX17 4EW

Which of the four licensing Objectives does your representation relate to?	Yes Or No	Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary
To prevent crime and disorder		<p>There are discrepancies between the EMP and the outcomes of discussion the licensing officer has had with the event organiser and the contracted security company in relation to the management of illegal drugs and New Psychoactive Substances – NPS (legal highs)</p> <p>For example Section 3.5 of the EMP – states</p> <ol style="list-style-type: none"> 1. Sunset Festival will not tolerate illegal drugs. 2. Individuals may be subject to search on entry. 3. Any persons deemed to be selling drugs will be detained and handed to the authorities. 4. Illegal drugs will be confiscated, and handed over to the authorities. <p>Feedback from the security provider states no searches are proposed on entry.</p> <p>I am concerned that the festival does not have a clearly articulated plan to deliver section 3.5 of the EMP at this event. I would like further details on how the festival is going to proactively manage the availability and possession of illegal drugs and NPS including the role of security, event publicity and police liaison.</p>
Public safety		<p><i>The EMP states that 'Although drugs are banned by law, some people will take them nevertheless and this can be overwhelming at events. Many such people need a safe space and support rather than medical intervention or security involvement'</i></p> <p>I am concerned that the festival does not have a clearly articulated plan as to how people in difficulty resulting from drugs and alcohol will be responded to – who will be operating the 'safe space'? what will their qualifications</p>

		<p>be? What relationships have they established with 'local hospitals, paramedics and regional harm reduction teams'?</p> <p>I am aware that as of today – 3rd June - contact has not been made with the senior manager of Devon's specialist drug and alcohol treatment service.</p> <p>On the basis of the issues raised above I cannot support this license application.</p>
To prevent public nuisance		
To protect children from harm		

<p>Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.</p>	
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Signed: *Kristian Tomblin* Date: 3rd June 2014

Please return this form along with any additional sheets to: Mid Devon Licensing Authority, Phoenix House, Phoenix Lane, Tiverton, Devon EX16 6PP, or email to licensing@middevon.gov.uk .

This form must be returned within the Statutory Period. For more details please check with the Licensing Section on 01884 244617/8/9.

REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES

Responsible Authority: Licensing Authority

Your Name	Tom Jones
Job Title	Licensing Officer
Postal and email address	MDDC, Phoenix house, Phoenix lane, Tiverton
Contact telephone number	

Name of the premises you are making a representation about	Sunset Festival
Address of the premises you are making a representation about	East Pidsley Farm, Sandford, EX17 4EW

Which of the four licensing Objectives does your representation relate to?	Yes Or No	<i>Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary</i>
To prevent crime and disorder	Yes	<p>Having read the Event Management Plan, Risk Assessment, supporting documentation, having viewed the site and the submitted plans I have concerns relating to this premises licence application for the Sunset festival 2014. Concerns that have been compounded by the preliminary enquirers I have made to date.</p> <p>As a licenced event there is an assumption, and rightly so, that persons in attendance will be safe with measures in place to assure that safety by reducing risk to a level as low as is reasonably practicable. On the basis of the information obtained and supplied it is my belief that:</p> <ul style="list-style-type: none"> • The site is completely unsuitable for purpose • That necessary measures have not been taken and / or considered to ensure a reasonable expectation of public safety • That necessary measures have not been taken and / or considered to ensure children are protected from harm • That reasonable and necessary steps that would be expected at an event of this nature to safeguard the Prevention of Crime licensing objective have not been evidenced <p>Supporting documentation to follow</p>
Public safety	Yes	<p>Having read the Event Management Plan, Risk Assessment, supporting documentation, having viewed the site and the submitted plans I have concerns relating to this premises licence application for the Sunset festival 2014. Concerns that have been compounded by the preliminary enquirers I have made to date.</p> <p>As a licenced event there is an assumption, and rightly so, that persons in attendance will be safe with measures in place to assure that safety by reducing risk to a level as</p>

		<p>low as is reasonably practicable. On the basis of the information obtained and supplied it is my belief that:</p> <ul style="list-style-type: none"> • The site is completely unsuitable for purpose • That necessary measures have not been taken and / or considered to ensure a reasonable expectation of public safety • That necessary measures have not been taken and / or considered to ensure children are protected from harm • That reasonable and necessary steps that would be expected at an event of this nature to safeguard the Prevention of Crime licensing objective have not been evidenced <p>Supporting documentation to follow</p>
To prevent public nuisance		
To protect children from harm	Yes	<p>Having read the Event Management Plan, Risk Assessment, supporting documentation, having viewed the site and the submitted plans I have concerns relating to this premises licence application for the Sunset festival 2014. Concerns that have been compounded by the preliminary enquirers I have made to date.</p> <p>As a licenced event there is an assumption, and rightly so, that persons in attendance will be safe with measures in place to assure that safety by reducing risk to a level as low as is reasonably practicable. On the basis of the information obtained and supplied it is my belief that:</p> <ul style="list-style-type: none"> • The site is completely unsuitable for purpose • That necessary measures have not been taken and / or considered to ensure a reasonable expectation of public safety • That necessary measures have not been taken and / or considered to ensure children are protected from harm • That reasonable and necessary steps that would be expected at an event of this nature to safeguard the Prevention of Crime licensing objective have not been evidenced <p>Supporting documentation to follow</p>

Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.	It is my recommendation that the application be refused
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Signed: Tom Jones

Date: 29/05/2014

SUNSET FESTIVAL 2014 – CONCERNS

On the basis of the information supplied with the application, aided by information received in the 28 days following the submission of the premises licence application, I had serious concerns about how this event is being organised. The lack of supporting documents and, where supporting documents were sent the lack of site specific content, omissions within submitted documents and general inaccuracies all added to this concern. On this basis my position remains as per my email of the 29th of May 2014 – TJ1

The Event Management Plan (EMP) submitted in support of this application makes statements that on investigation have proven to be false or inaccurate – Example see TJ7. The conflict between the EMP and detail on the website relating to drugs is a further example – see TJ6. An email was sent to the organisers seeking clarity against many of these points – see TJ1 and TJ1a - email and attachment of 29th to Andrew Cornforth.

Further investigations have identified additional points of concern that have come to my attention since this email was sent these are submitted in support of the representation through this document.

Of equal if not of greater concern are the foreseeable hazards and the risks presented by the site and the event that are / were **NOT** mentioned in the EMP or the event Risk Assessment (RA).

Site Suitability:

Plans for the event were submitted as part of this application, however, to assist with a full assessment of the site a visit was conducted on the 19th of May 2014.

During this visit the event organisers were asked to show to the responsible authorities present how they propose to stage the event, where structures would be located, to view car parking and camping / motor home parking provision, overall layout including gates, natural perimeters, mobile communications and hazards to a safe event that may not have been mention in the event documentation.

This visit was supported by reference to:

- Topographic maps produced by MDDC containing detail not included within the site plans submitted or mentioned in the EMP or the RA (contours demonstrating concave slope) – see TJ2
- Data from the Environment Agency – see TJ3
- Expert comment from 'Public Health England' – see TJ4

Environment Agency Mapping planning layer (TJ3), shows the main festival arena to be in an area within a flood zone 3 and flood zone 2 indicating an area known at risk of retaining water and / or to be affected by adverse weather. The pro's and cons of data used can be argued either way and are not in themselves evidence of conditions likely at the time of the event; what can be stated as a known fact is:

- A water course runs through the land to be used for the main festival arena and presents a hazard.
- We have reports of the ground being 'boggy' when inspected – information received from the police who witnessed first-hand the ground proposed for the event to be 'boggy' at the time of their visit and I suspect local residents knowing the land can expand on this point.
- This water hazard, the ground conditions and the effect of these ground conditions on the event, persons attending and emergency vehicle access are NOT mentioned in the RA or the EMP.

The site offers further challenges to the operation of a safe event many within the email of the 29th:

- The use of the land for livestock presents a public health risk NOT mentioned within EMP or RA, what arrangements were made in previous years when this event operated under a TEN? – **see TJ4 for minimal risk reduction measures**
- The hazard presented by the topography of the camping area and the convex slope is not adequately addressed. It is not covered in the RA.
- Inbound / outbound communications and the difficulties presented by the site are not addressed in the EMP or the RA. Without reliable communications there is a public safety concern.
- There are many points of entry to the site - gates and perimeter hedging - that are not addressed in the EMP or the RA. Without satisfactory security provision control of the site is not maintained offering, as example, entry to persons removed, persons not having paid, total numbers on site, persons likely to commit crime and or entry to the site of illicit substances – **see TJ5 (conversation with security provider)** At the time of this representation I have seen no evidence of adequate security provision.

Fire measures not adequately considered or addressed in the EMP or the RA

Medical cover has since the writing of the email on the 29th now been confirmed.

And this is the theme that runs with this application; No consideration of the hazard or risk it presents until challenged then we have documents, downloaded and attached to an email sent to the Licensing Authority. Be this because of intent to deceive or lack of experience to address the issues I cannot say, However, this does not inspire confidence in the action to be taken in the event of an occurrence not raised by the Responsible Authorities **or** the experience on-site to implement the measures within the documents forwarded. With tickets already on-sale for the event this feels like a damage limitation exercise more than a desire to promote the licensing objectives at the application stage.

TJ1

From: Tom Jones

Sent: 29 May 2014 12:26

To: C

C

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Subject: Concerns Sunset festival 2014

Dear Andrew

Having read your Event Management Plan (EMP), Risk Assessments (RA), supporting documentation, having viewed the site and your submitted plans I have concerns relating to your premises licence application for the Sunset festival 2014. Concerns that have been compounded by the preliminary enquirers I have made to date.

I will be forth coming and set out my position at the start. As a licenced event there is an assumption, and rightly so, that persons in attendance will be safe with measures in place to assure that safety by reducing risk to a level as low as is reasonably practicable. On the basis of the information obtained and supplied it is my belief that:

- The site is completely unsuitable for purpose
- That necessary measures have not been taken and / or considered to ensure a reasonable expectation of public safety
- That necessary measures have not been taken and / or considered to ensure children are protected from harm
- That you have not implemented the reasonable and necessary steps that would be expected at an event of this nature to safeguard the Prevention of Crime licensing objective

As such this will form the basis of the representation I will be making against this application. On the information received to date my recommendation will be that members refuse the application.

The event intentions EMP page 5 (2.1) whilst honourable lack any supporting detail within the EMP. The EMP does not provide the detail allured to in (2.2 Objectives) does not set out the communication lines nor provides sufficient detail on the implementation of safety measures that would provide public safety assurances.

I have not been able to contact Four Counties Ambulance – your stated medical responder – telephones are unanswered or number no longer in service can you provide a contact number please? I would also be grateful for evidence of the insurance cover arranged for the event.

I have set out my concerns in the attached pdf document – Sunset festival 2014 concerns.

Regards

Tom Jones

Responsible Authority on behalf of the Licensing Authority

TJ1a – attached separately

TJ1a

SUNSET FESTIVAL 2014 – CONCERNS

As a licenced event there is an assumption, and rightly so, that persons in attendance will be safe with measures in place to assure that safety by reducing risk to a level as low as is reasonably practicable. On the basis of the information obtained and supplied it is my belief that:

- The site is completely unsuitable for purpose
- That necessary measures have not been taken and / or considered to ensure a reasonable expectation of public safety
- That necessary measures have not been taken and / or considered to ensure children are protected from harm
- That you have not implemented the reasonable and necessary steps that would be expected at an event of this nature to safeguard the Prevention of Crime licensing objective

The event intentions EMP page 5 (2.1) whilst honourable lack any supporting detail within the EMP. The EMP does not provide the detail alluded to in (2.2 Objectives) does not set out the communication lines nor provides sufficient detail on the implementation of safety measures that would provide public safety assurances.

All page references relate to you EMP

Page 6 In staging a safe event the experience and qualifications of the individuals and service contractors employed are paramount. Your EMP states your site manager Paul Bacon has successfully managed a number of events on a similar scale to the event planned. Please could you supply the detail and dates of these events?

Page 10 Please supply personal licence details for Justin Hutter and Gavin Wilkinson and define your phrase 'professional bar staff'

Page 11 Who will conduct the bar staff briefing mentioned? Detail this person's experience?

Page 11 You refer to 'bars' – plural – but your plan only shows one bar – is this correct?

Page 11 The supporting documentation for alcohol sales (as supplied) would seem to relate to some other venue. I say this because:

Your 'SOCIAL RESPONSIBILITIES POLICY SUMMARY' refers to:

- The implementation of a 'no smoking policy' as of 01 July 2007.
- **Young persons** may NOT enter the premises at any time unless for **Private Functions**.
- Bar tariffs are displayed along with **Restaurant & Cocktail Menus**. **Weights & Measures** – Mainline Spirits are served in quantities of **25ml and/or quantities thereof**
- The '**SOCIAL RESPONSIBILITIES POLICY SUMMARY**' and The '**LICENSING – DAILY DILIGENCE RECORD**' refer to a **challenge 25** policy your EMP states a **challenge 21** policy will be in place – which is correct?

I will be honest this does not create confidence in the training to be provided to your bar staff nor confidence that the measures you are proposing relate to or will be implemented at your event.

Section 3 – The Prevention of Crime and Disorder

Page 13 You mention your security provider will be Festival Security Solutions. I have been in touch with Richard Habourne of Festival Security Solutions who is unable to confirm numbers for security staff that will be working at the event. Please clarify and provide proof of a contract for security services for the event including staffing numbers.

Page 14 Speaking with your security provider he states no NVQ stewards are being supplied by his company. This is contrary to your EMP, please clarify the position?

Page 14 In your EMP you state security numbers and steward numbers have been set after consultation with the SAG – this is not correct please can you explain how your security provision was decided upon and why this statement was within your EMP? You also state 'NVQ stewards' please clarify what this NVQ qualification is, number of stewards and who will be providing the stewards?

Page 14 Speaking with your security provider he states no searches are proposed on entry – this is contrary to your EMP which states searches will be conducted – which is correct? Your security provider also states the event organisers want an amnesty box system for drugs over any direct action (such as searches) to detect illegal substances – how will this amnesty box system operate?

Page 15 Your EMP policy on dealing with individuals found in possession of illegal substances states:

'Security and stewards shall be instructed to report to management any person found to be in possession of illegal substances (as defined under the misuse of drugs act). Any such individual shall be denied access to the event and the matter referred to the Police'

This is contrary to the kosmicare information on your website which states:

*'Although drugs are banned by law, some people will take them nevertheless and this can be overwhelming at events. Many such people need a safe space and support rather than **medical intervention or security involvement**'*

During our on-site meeting on the 19th of May I asked the question:

'An individual has taken an illicit and unknown substance and is suffering an adverse effect where is this person taken?'

The reply I received: *'the person would be taken to the event organisers and we will think about what needs to be done'*

The answer I was expecting was on the lines of *'taken immediately to Paramedic for triage'* this option was never mentioned – this is a concern and must call into question the command and control during the event.

Please can you clarify your drugs policy, who has control in such a situation and how this will be implemented?

There is an open recognition, both in your EMP and on your website, that drugs will be present to some degree during the event. I accept this is a realistic approach, however, what is missing are any real measures, from which I can draw confidence, to reduce this impact – you must actively tackle this highlighted issue of drugs at the event! The licensing act asks you implement measures to reduce the impact of crime; it is one of the four licensing objectives around which the licensing system revolves. Illegal drug supply and the possession of is a criminal offence I need to see positive steps in place to protect the licensing objectives. The statement made to me by your security provider to the effect of: *'there is no intention to conduct searches as a condition of entry'* is a concern.

Site Suitability

Page 17 The question of site suitability is addressed in the EMP within just one paragraph; that paragraph reads:

'The site is more than adequate for the festivals needs and the needs and requirements of the general public. Mains water is available and will be supplied via stand pipes. The ground is flat and relatively even in the areas that are being used for the main area and has good drainage in the event of adverse weather. Safe walkways will be established throughout camping and other area'.

You make further mention on page 22, section 4.10 of your EMP - Weather Contingencies – that:

'The Festival arena itself has very good drainage'

No supporting documentation is provided to support this claim and it is a claim I must reject. I evidence this (with supporting documentation) below.

Site Suitability and Topography:

Mapping shows the ground for the 'main' area, which I assume to be the licensed area, to be relatively flat, however, this is not an area of *'good drainage in the event of adverse weather'* as you state. Environment Agency mapping shows this is an area liable to flood in adverse weather and hold water (being within flood zone 3 and flood zone 2) can you explain why you make this drainage statement? There is no mention of this flood risk and the consequences to persons in attendance in your Risk Assessment (RA) document which I find a concerning omission.

This area within the flood zone is one of your proposed routes for emergency vehicles access – how will this emergency access be assured should the ground flood or hold water?

The suitability for purpose of the area you propose for Camping / Camper vans / vehicle holding is not discussed in your EMP or RA nor does the map submitted with your application indicate the topography of the land. After viewing the site I make the following comments:

The site is on an incline (see map attached). The map shows 5 meter contours – that is over the distance between two contour lines the land rises or falls 5 meters. Over the approximate 250 meter distance of the Camping / Camper vans / vehicle holding area (measured from the entrance gate of the site) we have an elevation change of approximately 30 meters. Vehicles parked in this area are at a foreseeable risk of sliding out of control be that due to wet weather creating muddy ground, hand brake failure or driver error. I believe a sliding vehicle/s could have serious consequence. It is my concern that children and the public are at risk of harm should such occur. Please could you expand on why there is no mention of this risk and what you propose to do to tackle the hazard?

How will emergency vehicles manage this terrain in the event of muddy conditions?

The area you propose to use for Camping / Camper vans / vehicle holding area was at the time of the site visit being used for the grazing of cattle, sheep and poultry. The land was covered in animal droppings to such an extent it was difficult to avoid walking in these droppings. This presents a very serious risk to human health, particularly considering the event demographic of 6 months old to 65 years plus. This risk is **not mentioned** in your EMP or RA. Please can you explain the reason you felt it was not necessary to consider this risk and how the hazard (should you now consider it as such) will now be tackled?

The topography of the land presents problems with communications. In the event of an incident how do you propose to contact the emergency services? The area lacks reliable mobile network signal. No mention is made of how this will be addressed in your EMP or RA documents. Can you expand on this and how you propose to tackle the communications issues the site suffers?

In light of the above I struggle to understand why I see the statement: 'the site is suitable, flat and well drained in the event of adverse weather' is put forward could you offer an explanation?

There are a number of points of entry to the site, including gateways, how will you control the unauthorised entry of persons and illicit / prohibited substances into the festival at these points? Your security provider mentioned just 4 security staff – 2 on 2 off – to be working at the start of the event. I do not see how perimeter checks and site security can be achieved with such a low number of staff on duty; can you expand on this please?

NOTE: Stewards cannot be used in this role of controlling entry to the event.

Who will manage the full or partial evacuation of the site in the event of an incident?

Page 27 You state under the **protection of children from harm** sub heading:

One nominated person to be responsible for agreeing appropriate procedures with the license Authority for child protection and to be present on site throughout the event.

Your key contacts page list this person to be – Rowan from Four Counties Ambulance. The licensing authority does not agree child protection procedures it is the applicant who needs to address this risk if such a risk is identified.

Page 35 **Medical cover and first aid provision**

At the time of writing I have been unable to contact your medical provider. Please provide your event medical plan (referred to in your EMP) and evidence of qualifications and registrations held by your medical providers.

In your EMP you refer to security ensuring at least 4 of their staff are first aiders, please supply prove of the qualifications these persons hold. NOTE: In accordance with the new 'purple guide' the holding of H & S at work or three day first aid at work certificate, does not in itself qualify a person as competent to administer first aid to the general public at events.

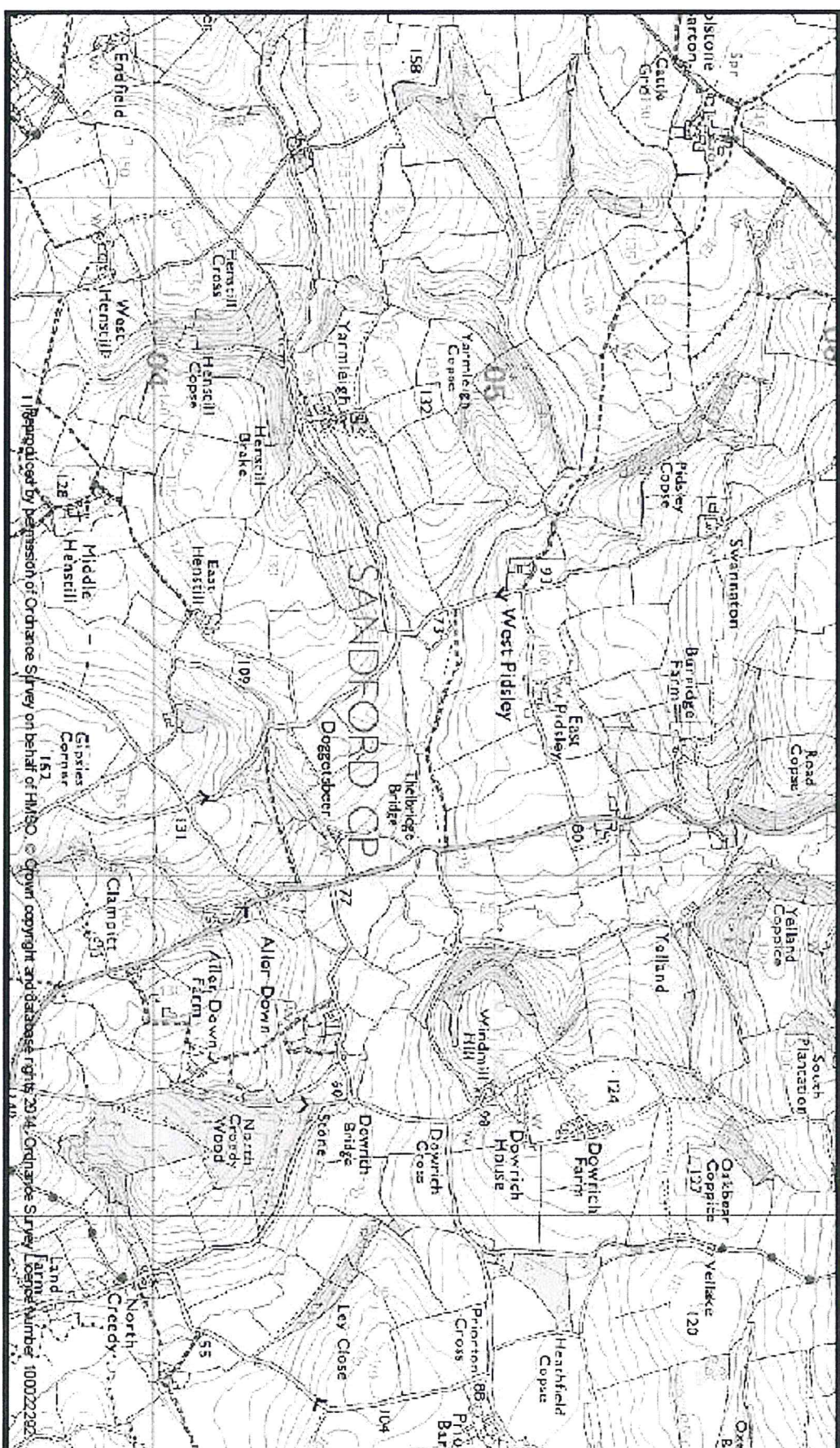
This sets out my immediate areas of concern and I await your reply.

Scale	1:15,000	Date	27/05/2014
Eng. No.	N/A	Produced by	R Whiteway

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Mid Devon
DISTRICT COUNCIL



TJ4

Copied from original event – available if required

From: Penelope Edwards [mailto:penelope.edwards@phe.gov.uk]
Sent: 28 May 2014 17:10
To: Tom Jones
Subject: Enquiry reference number: 290930

Dear Tom

Thank you for your call.

As discussed, we would expect there to be a risk assessment and management plan which addresses the infection prevention and control for people camping on a field on which livestock graze. This would include, for example, plans to clear visible faeces and remove livestock for at least 3 weeks prior to the event (this will reduce but not eradicate risk) and provide hand washing facilities. However I would advise that you seek further advice from your EH team at your earliest opportunity. Please do not hesitate to contact us if you have any other queries

BW
Penny

Penny Edwards
Health Protection Practitioner. Devon, Cornwall and Somerset PHE Centre
Public Health England

penelope.edwards@phe.gov.uk

T

TJ5

Summary note of telephone conversation made by Tom Jones to Richard Harbourne

20/05/14 – 11.30 hours

Richard Harbourne of Festival Security Solutions –

Introduction made in which I informed Richard who I was and that I had no knowledge of his security firm. I asked him to give me a briefing on current position and instructions received / discussions in relation to the Sunset festival 201

Richard told me:

He had never been to the festival had not undertaken a site survey but hearing from people who had been and from the organisers he had been told that this was an event where he would be expecting between 500 and 1000 people. It was more of a social scene and was NOT an event open to the general public (festival website shows tickets are to be sold on the gate on the day). It was on this low risk, low key assumption he would provide security staff. If it was open to the public he would address it differently.

He expected the main issue security would face during the event would be 'local' people trying to enter through the perimeter gaining free entry. Security would have the role of 'chasing these people off'

He expected (Richards words - note he did not state confirmed) to have 4 staff on from the start – 2 on duty with 2 sleeping / off duty.

He may (wording used) probably (wording used) have 6 staff on at night – 4 working 2 sleeping. The working staff would do 12 hour shifts.

Asked about welfare provision for working staff if hot or adverse weather on the day he stated he may (wording used) have 8 on but this had not been considered.

Richard used the words 'SIA security guards' I questioned him further on this and reminded him this was under a premises licence and should be SIA badged 'door staff' or 'close protection'. He replied oh yes that's what we will have.

Staff working are not allowed to drink alcohol but off-duty they may consume alcohol. Richard stated if they drink too much they will have to leave site and would not be allowed to work until sober.

It is my concern this could leave the event lacking in security provision for pending shifts or unexpected occurrences.

Asked about camp site duty and fire marshals – Nothing had been discussed, no plan to monitor camp site. Richard stated he may (word used) provide some fire marshal duties – conflicts with EMP No stewards are being provided – this conflicts with EMP

Drugs - Asked about instructions relating to drugs on site.

Richard stated

Drugs are expected and inevitable on site, the organisers want an amnesty box for drugs found; they do not want people evicted or police involvement if at all possible - not mentioned in the EMP.

No searches are planned (or allowed for in proposed staffing numbers) on entry – this conflicts with EMP – and a concern when weighed against the comment that 'drugs are inevitable and expected'

No searching planned for alcohol coming onto site.

No records for drugs within amnesty box

No information on what becomes of these drugs after the event not mentioned in the EMP.

I ended the telephone call confirming his email and I may have further questions.



TJ7

Copy of email – original available if required.

From: Beverley Hewes

Sent: 05 June 2014 12:07

To: Tom Jones

Subject: RE: Sunset festival - Devon

Hi Tom

I have consulted with our Music and Touring Team and we cannot see that this is a festival we insure – it may be insured under a different name but I cannot locate this with the information you have given me

I am more than happy for the client to contact us for their insurance requirements and will be pleased to help

Kind regards

Bev

Bev Hewes

Head of Business Development UK



ROBERTSON TAYLOR
W&P LONGREACH
ENTERTAINMENT INSURANCE WORLDWIDE

