

Eastern Electrics Festival 5 August 2017 – Conditions taken from the applicants operating schedule.

General – All four licensing objectives.

1. Entry to the event for members of the public shall be by pre-paid ticket and open to persons of eighteen years of age and over.
2. The event organiser and premises licence holder shall operate a 'No ID, No Entry' policy.
3. The event organiser and premises licence holder shall only accept the following forms of identification:
 - UK photo Driving Licence;
 - a valid Passport; or
 - Prove-It cards bearing the PASS hologram.
4. Signage shall be displayed in a prominent location at the main entrance informing attendees of the event organiser and premises licence holder's policy on the ID entry policy.
5. Suitable and sufficient numbers of SIA registered security staff and stewards shall be employed and present on site, when open to the public and operating under the authorisation of this premises licence. The number of SIA registered security staff and stewards shall be determined by an event risk assessment, which shall document possible risks and possible control measures. All SIA registered security staff shall be dressed in conspicuous high visibility clothing to ensure ease of identification.
6. A Challenge 25 Policy shall be in operation at all bars. Clear signage shall be present at all points of sale informing customers of this policy.
7. Suitable and sufficient numbers of SIA registered security staff and bar staff shall be employed to monitor alcohol consumption at all of the bars on the site covered by this premises licence to prevent excessive consumption of alcohol and drunkenness.
8. The Premises Licence Holder (PLH) shall ensure that each bar or outlet serving alcohol shall keep a written record of all staff employed who are authorised to sell alcohol. This register shall be kept at the premises and made available upon request to Police and Local Authority Licensing Officers.
9. The premises licence holder and event organiser shall ensure that each bar or outlet keeps a written incident log. Each log shall be made available upon request to Police and Local Authority Licensing Officers upon request.
10. The premises licence holder and event organiser shall ensure that each bar or outlet keeps a written record of refused sales. This record shall be made

available upon request to Police and Local Authority Licensing Officers upon request.

11. An event and site specific Event Management Plan/ risk assessment shall be developed and shared with the Licensing Authority, local Metropolitan Police Licensing Officer and Safety Advisory Group.
12. The Event Management Plan shall remain a “living” document that outlines the management structure, roles and responsibilities, organisation, control, monitoring and review mechanisms as identified by the event specific Risk Assessment.
13. The Event Management Plan shall be signed off by the Safety Advisory Group in advance of the event.
14. The co-ordination and implementation of all safety procedures shall be the duty of a named event SAFETY OFFICER (who shall be a competent person working in the field of health and safety) who is conversant with health and safety law, regulations and approved codes of practice.
15. The premises licence holder, event organiser, HEAD OF SECURITY and SAFETY OFFICER shall make themselves fully conversant with the guidance set out in the current Health and Safety Commission "EVENT SAFETY GUIDE ". hsg 195.
16. The premises licence holder and event organiser shall take all reasonable steps to ensure that people with disabilities are catered for and will assist with access and facility requirements.
17. To ensure security and integrity of the site, a level of search as pre-agreed with the relevant authorities prior to the event shall be instigated.
18. Pedestrian flow rates and queues shall be monitored throughout ingress to establish attendance numbers while the event is open to the public and this premises licence is authorising licensable activities.
19. The premises licence holder and event organisers shall have a means of counting in the people entering the event site to ensure that they are able to provide, on request, the number of people on site at any point in time to authorised officers.
20. Locked amnesty bins shall be provided for the disposal of alcohol and other waste.
21. SIA registered security staff and stewards employed by the event organiser and the premises licence holder shall not permit illegal substances (whether known or unknown) into the venue. Any illegal substances shall will be confiscated where possible and passed to the Metropolitan Police for safe and controlled disposal after the event closes.

22. SIA registered security staff and stewards shall look out for signs of illegal substance use or illegal substance dealing throughout the event site. The HEAD OF SECURITY and the event management shall be informed through the Event Control.
23. Information about potential delays or interruptions will be relayed to the attendees as soon as they are known and it is possible to do so.
24. A Two-way radio system shall be used on site for communication between staff, event organisers, security, the production team and Event Control. Each department will have their own radio channel for undisturbed communications. Event Control will hold one radio per channel so as to be aware of any incidents as they occur. All Departmental supervisors will be briefed that all emergencies requiring medical, fire or security response should be radio'd in to Event Control who will then set all Emergency Procedures into action.

The prevention of crime and disorder.

1. A reputable and experienced SIA-accredited security and stewarding company shall be appointed to ensure public safety and to prevent crime and disorder.
2. A specific Crowd Management Plan shall be drawn up and implemented. The Crowd Management Plan shall be signed off by the Safety Advisory Group in advance of the event.
3. The Event Organiser and premises licence holder shall consult with the Local Police Authority from the early stages of event planning to ensure a robust and compliant plan is produced that promotes the four licensing objectives from a police perspective and utilises the local police knowledge of the event area.
4. All attendees to the event will be subject to search. The search will operate a 3 stage process: Passive Drug Detection Dog, Wand Metal Detector, Visual and Physical Search (hands on).
5. Searches shall only be carried out by SIA Registered staff of the same sex.
6. Passive Drug Detection Dogs shall carry out a sweep of the event site following completion of the event build up but prior to the event opening to the public.
7. The catering, merchandise stalls and customer lockers shall be searched prior to the event opening to the public.
8. A Drug Policy shall be drawn up and agreed with Police prior to implementation. This will include NPS (New Psychoactive Substances) and No2/Nox/Nos.

9. Any weapons seized shall be confiscated and the Police will be notified immediately. Where possible, the culprit will be detained until Police arrive.
10. Entry to the event shall be refused to any person who is intoxicated or under the influence of drugs.
11. SIA Registered staff shall display their SIA badges at all times while conducting searches.
12. A written register of all security staff employed at the event shall be kept on site.
13. The register will contain the names, DOB, address and SIA badge number of each member of security staff. The register will be made available to Police and Local Authority Licensing Officers on request.
14. An Alcohol Management Plan shall be drawn up, agreed with the authorities and implemented by the DPS.
15. Alcohol sales will be approved by the Designated Premises Supervisor.
16. Attendees to the event shall not be permitted to leave the event with any drinks.
17. All alcohol consumption shall be monitored by bar staff and SIA security staff.
18. The Personal licence Holder (PLH) shall ensure that nobody under the age of eighteen years of age is employed to sell alcohol.
19. The Designated Premises Supervisor (DPS) shall ensure that all staff are instructed about the acceptable forms of identification (ID) for proof of age and are fully aware of the Challenge 25 scheme.
20. The Designated Premises Supervisor (DPS) shall close any third party structure serving alcohol if required due to any serious breach of the licensing objectives or if so requested by any licensing official.
21. Each bar on site shall have a dedicated bar manager or supervisor and team who shall be conversant with the requirements and responsibilities for the sale of alcohol and shall be given written designation of their responsibilities.
22. The dedicated bar manager or supervisor for each bar shall directly instruct, monitor and support their staff in ensuring the requirements of the Licensing Act 2003 are adhered to at all times.
23. The dedicated bar managers shall brief all their staff before each event. A written record of this briefing shall be kept on site.

24. All drinks shall be sold in either PET containers or decanted into polycarbonate vessels. No glass shall be permitted into the public festival arena. Glass bottles shall be retained behind bars for disposal.
25. When a crime or other incident requiring police attendance is reported to or discovered by a security operative, they shall obtain as much detail as possible with particular importance being placed on identifying victims, suspects, witnesses and scenes of crime.
26. Senior members of the Event Management Team shall have attended both Project Griffin and Project Argus courses prior to the event taking place (April 2017).

Public safety.

1. The event site shall accord with Fire Safety measures.
2. Security and stewards shall ensure that emergency vehicle access to the site is maintained at all times.
3. Security and stewards shall also ensure that emergency exits from the site are kept clear at all times.
4. Security and stewards shall be on duty from the beginning of the site build until the completion of the site breakdown (24hr per day). Numbers and positions will be agreed with members of the Safety Advisory Group.
5. An event and site specific Event Management Plan shall be developed and shared with the Licensing Authority and Safety Advisory Group. The Event Management Plan shall be a “living” document that outlines the management structure, roles and responsibilities, organisation control, monitoring and review mechanisms as identified by the event specific Risk Assessment.
6. The SAFETY OFFICER shall conduct a site inspection prior to opening of the event.
7. A Traffic Management plan shall be developed and agreed with Highways and other members of the Safety Advisory Group. This plan shall be signed off by the SAG in advance of the event.
8. The Traffic Management plan shall contain details around vehicular and pedestrian ingress and egress and will address areas such as parking, taxi drop off/collection, road crossings, PATO marshals, flow rates and the like.
9. The SAFETY OFFICER shall have absolute power of veto where they are not satisfied with any measures proposed to ensure public safety.
10. No drinks promotions i.e. 2 for the price of one shall be offered.

11. All bars shall be 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.
12. No flammable materials shall be stored in the bars.
13. The premises licence holder and the event organiser shall carry out a suitable and sufficient risk assessment as well as use the Health and Safety Executive (HSE) "purple guide" on outdoor events to determine the level of first aid provision for the event, such that there is no undue demand on National Health Service resources.
14. The premises licence holder and event organiser shall have in place suitable and sufficient first aid provisions available from build up to breakdown of the site.
15. It shall be the duty of the premises licence holder and the event organiser to ensure that all those providing medical care on site are registered with their respective professional bodies and or organisation and that this registration is current for the duration of their presence at the event site.
16. Medical response teams shall patrol the event site and respond to incidents reported via Event Control.
17. Tented structure(s) shall be provided for the treatment of visitors to the event, these shall also be provided with suitable lighting, drinking water, tables and chairs. It must be such that privacy and decency can be guaranteed whilst attending to the patient.
18. A record shall be made and kept of each visitor to the first aid tent and anybody that receives first aid on site. These records shall be retained by the premises licence holder and the event organiser for at least 7 years.
19. It shall be the responsibility of the premises licence holder and the event organiser to ensure that all such incidents that is classified as reportable under RIDDOR 2013 are duly reported to the HSE within the reporting time stipulated in the regulations.
20. All medical provision planning shall take into consideration the likelihood of a major incident and shall delegate powers to the statutory identified body for such major incident e.g. the Police and the London Ambulance Service.
21. RVP's shall be agreed with the first aid providers and identified on any site plan(s) before the event. Should these change in any way or form, the facts should be made known to the first aid providers, HEAD OF SECURITY, SAFETY OFFICER and the plan(s) amended accordingly.
22. Stage/Tents/Temporary Demountable Structures - All built structures shall have a completion certificate issued by a competent person from the supplying company and provided to the SAFETY OFFICER. All tents shall be supplied with the appropriate fire retardant certificate.

23. There shall be sufficient separation between structures to prevent fire spread.
24. All items of plant and machinery are to be parked in a secure area when not in use with regular patrols by security staff.
25. All EMERGENCY EXITS, TOILETS AND FIRST AID POSTS shall be clearly indicated, such that it is visible from all parts of the licensed area.
26. Pit Barriers - these shall have a rating of at least 5kN/M2 and shall be used in areas of high crowd density such as front of stage, and around structures in close proximity to the stage.
27. All temporary electrical supplies, including all generators, distribution cabling and end connection for the arena shall be installed by specialised contractors in accordance to BS7909, fitted with RCD or RCBO protection where necessary and suitably earthed in accordance with the site plan and power specifications.
28. No petrol generator shall be used or allowed on site.
29. All electrical contractors working on site shall ensure that all works undertaken are in accordance with BS7671:2008 and the Electricity at Work Regulations 1989.
30. All portable electrical equipment and temporary installations associated with all work shall be protected by a Residual Current Device (RCD) and suitably earthed.
31. All temporary electrical works shall have an appropriate electrical sign off certificate issued at the time of works to the SAFETY OFFICER and be available for inspection if required by authorised officers.
32. The SAFETY OFFICER and SITE MANAGER shall ensure that adequate and appropriate measures are taken to guard against live and overhead cables and services laid underground.
33. In the unlikely event that the show has to stop, which may be temporary whilst a problem is resolved or the first step in an evacuation of the site either due to crowd related issues, or structural collapse, off site events, extreme weather conditions or at the direction of the Metropolitan Police, Fire Brigade or the EVENT DIRECTOR, SAFETY OFFICER or EVENT CONTROL the premises licence holder and event organiser shall ensure procedures are in place that are familiar to all key role players and rehearsed such that all concerned know what their role is in any scenario and that the plans can be effected immediately.
34. There must be a clear framework of information flow procedure to enable the right people to receive the correct information.

35. In the event of an emergency the PA system will be used to broadcast announcements. In the event of either the PA system or the power supply failing, there will be loud hailers available on each stage.
36. The wording for the show stop and the procedure must be agreed with the police and fire brigade before the event.
37. EVENT CONTROL ROOM - This area shall be provided with key documentation e.g. current site plans, key contact details, alerting cascades, A&E telephone numbers for the 2 designated hospitals, message pads, log sheets, suitable and adequate means of communication including both mobile phone and radio.
38. The contact details of all key players shall be provided to all authorised council workers at least two weeks before the event.
39. The local authority shall be informed of the intended use of pyrotechnics in advance. This shall be in form of written notification and should contain details of quantity, effect type, drawing or set plans showing the positions of each effect.
40. The company providing the display shall also complete a risk assessment complete the HSG123 and notify the Civil Aviation Authority (proof of this required).
41. A demonstration may be requested for any unfamiliar effects or if there are any concerns.
42. All concession caterers shall be provided with suitable portable fire-fighting equipment, suitable hand washing facilities and sanitary facilities for staff.
43. A supply of drinking water shall be available at all times whilst the venue is open to the public.
44. No glass shall be allowed within the public licensed area, glass shall not be sold at any concession outlet or bar. Any trader found selling glass containers shall be asked to remove them from sale or face closure.
45. All grey waste water toilet effluent shall be the responsibility of the event organiser and arrangement shall be sought to ensure the correct transfer and disposal away from the site.
46. All bars shall be provided with sufficient lighting, and portable fire-fighting equipment, as well as sanitary and hand washing facilities for staff.
47. The event site shall be cleared of all vehicles at least 30 minutes before the public are allowed on site and 30 minutes after the site is cleared of all visitors.

48. Should it become absolutely necessary for a vehicle to move or be moved either for emergency or serious public health hazards, the SAFETY OFFICER shall liaise with parks officers and the vehicle shall be escorted at all times on to, or off the site and going at speed of not more than 5 mph.
49. LPG cylinders - These shall only be used by the concessions and managed on a basis of one cylinder in use per appliance plus one spare. All other cylinders shall be stored in agreed cylinder store at strategic points on site. The SAFETY OFFICER shall ensure that the stores are clearly marked on the site plans in the Event Control Room and that they are monitored at all times for correct use. The store shall be clearly signed with flammable gas and no smoking signs. Suitable and sufficient portable fire-fighting equipment shall be sited nearby.
50. All gas installations shall have current Gas Safe compliance certificates copies of which shall be provided to the SAFETY OFFICER and shall be produced on request by authorised officers.
51. There shall be adequate fire separation between units of approximately 2.5m.
52. Regular patrols by security are to be undertaken to ensure that all emergency exits and escape routes are kept free of obstructions.
53. Routes for fire appliances shall have a road width of not less than 3.7m clear and at gates of not less than 3.1m and clear height of not less than 3.7m.
54. The appropriate type and number of portable fire-fighting equipment shall be provided throughout the site. Locations and numbers will be specified in the Event Management Plan.
55. Suitable and sufficient lighting shall be provided to the event site especially as it is getting dark such that all health and safety information and notice signage are be easily seen and read and at the close of the event to enable visitors to leave the site safely.
56. The premises licence holder and event organiser shall have in place an arrangement (contract) with a reputable waste management company to manage the event site for the duration of the event.
57. The premises licence holder and event organiser shall ensure that sufficient, suitable and adequate purpose built refuse receptacles are provided to the site to facilitate the cleaning of the site.
58. The premises licence holder and event organiser shall ensure that cleaning teams are deployed where necessary, prior to, during and after the event, both within the event site, the wider Park and in neighbouring streets and roads.
59. The premises licence holder and event organiser is to ensure that all areas are left litter free and completed at the end of the event and after breakdown.

60. Placement of the bins in their designated positions for the duration of the event will be completed by the day before the commencement of the event.
61. The premises licence holder and event organiser shall ensure that waste management operatives litter pick and remove all waste as infrastructures are removed and ensure that all waste equipment, are removed from site and handed back to the council.
62. All food catering concessions are required to provide the following documentation before being granted permission to trade at the Event: Gas Safe Certificates, Insurances, RA/MS, Electrical Inspection Reports, PAT Certificates, Staff Training Records, COSHH Records, SFBB/HACCP Records
63. All Food caterers are required to display notices which outline allergen information about their menu.

The prevention of public nuisance

1. The proposed live and recorded music will only operate between the hours of 11:00 – 23:00 (Saturday).
2. A qualified and suitably experienced Noise Management Consultancy will be appointed to produce a Noise Management Plan and provide representatives on site during the live hours of the event.
3. The Noise Management Plan will be developed in advance with Local Environmental Health Noise Pollution Officers and target dB levels for offsite receptor points will be agreed.
4. The Premises Licence Holder shall employ a minimum of 2 noise consultants to control all amplified music within the event. The consultants must contact the Noise Department prior to the event to agree an acceptable level for the duration of the event.
5. Noisy construction works audible beyond the site boundary shall only be undertaken between the hours of 08:00 – 20:00hrs Monday to Saturday and 08:00 – 18:00hrs on Sunday.
6. All site deliveries and collections shall be undertaken with due care, attention and diligently to minimise disturbance to residents and noise sensitive premises within the vicinity.
7. Devise and implement a robust dispersal policy to ensure that patrons leave the premises and vicinity as quietly and speedily as possible. Ensure that patrons are verbally advised by SIA/staff upon leaving to be mindful of the neighbouring residents so as not to disturb the peace.

8. Local residents will receive prior notification of the event including details of the event timings. The distribution radius for the notification letter will be agreed with the Local Authority and Ward Councillors.
9. A noise “hot line” number will also be included to allow residents to contact an event representative should they need to make a complaint. 10. The noise “hot line” number will also be displayed around the event perimeter during the event.
10. Attendees to the festival will be advised that there is no parking provision and will be directed to all local public transport links.
11. A Traffic Management plan will be developed and agreed with Highways and other members of the Safety Advisory Group.
12. Consideration will be given to the Event Schedule so as to mitigate the likelihood of all 19,999 participants dispersing the site at the same time. Some measures will include:
 - A Staggered closure of music arenas with sound systems starting to shut down a minimum of 60 minutes prior to the terminal hour.
 - Close down of bars and food traders 30 minutes prior to the terminal hour.
 - VMS Signage to direct audience members to the correct location for their onward travel.
13. Direct contact will be made with TFL to confirm transportation services across the Northern Line and with TOCS to confirm Southern Trains and Thameslink Trains on the event dates and reflect on the impact of the event on Morden Tube, Morden South, South Merton and St Helier stations.
14. Contact will be made with the Morden Tube, Morden South, South Merton and St Helier Station Managers to put a plan in place for the egress of the event, the plan for which will be contained within the Traffic Management Plan.
15. Whilst a full Traffic Management Plan will be issued in advance of the event, consideration has been given to the local public parking situation and it has been concluded that there is no suitable space for public car parking. The Eastern Electrics audience as with many London based festivals do not typically drive to events, but the lack of available parking will be made public knowledge and all attendees will be encouraged through Social Media and Email updates that they should attend by public transportation.
16. Special consideration will be given to the local wildlife and ecology, which will be included in our Environment and Sustainability Plan. The importance of maintaining local wildlife and ecological standards will be communicated to staff and contractors working on site via the Site Rules (which will be agreed in advance with the Ecology Officer).

The protection of children from harm.

1. The event is a ticketed, 18+ music festival.
2. No person under the age of 18 will be permitted to enter the event site.
3. The event will operate a 'No ID, No Entry' Policy.
4. A Challenge 25 policy will be in force at all festival bars.
5. There will be no adult or other unsuitable activity taking place during the festival that would be visible to children passing the event.
6. A Lost Child and vulnerable person procedure will be in place and will be detailed in the Event Safety Management Plan. This will outline action to be taken in the event that under 18's attempt to gain entry to the event or are