<table>
<thead>
<tr>
<th>RISK</th>
<th>LIKELIHOOD (on scale of 1-5, with 5 being most likely)</th>
<th>CONSEQUENCE (on scale of 1-5, with 5 being most harmful)</th>
<th>WHO MIGHT BE HARMED AND HOW?</th>
<th>WHAT ARE YOU ALREADY DOING?</th>
<th>PREVENTATIVE ACTION BY WHOM</th>
<th>PREVENTATIVE ACTION BY WHEN</th>
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<tbody>
<tr>
<td>Medical Emergencies</td>
<td>1</td>
<td>5</td>
<td>An audience member or staff member</td>
<td>There will be a designated first aider on site</td>
<td>First aider</td>
<td>Both before and during the concert</td>
<td>xx-xx-xx</td>
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<td>Trips and Slips</td>
<td>1</td>
<td>3</td>
<td>Audience members might slip over following spillages of drinks dispensed at the venue. Alternatively, there are some steps situated at various points throughout the garden layout. In the event of inclement weather, the possibility of slipping increases with wet surfaces underfoot.</td>
<td>Ensuring that drinks cups are not filled too much so as to minimise the risk of spillages. In the event of inclement weather, we have already planned to postpone the event until a later date.</td>
<td>Event organisers and staff</td>
<td>During the concert</td>
<td>xx-xx-xx</td>
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<tr>
<td>Damage/theft of equipment/instruments</td>
<td>1</td>
<td>4</td>
<td>The performers might have their instruments damaged in some way, either by unintentional physical contact with audience members or other players, or by inclement weather.</td>
<td>We are ensuring that there is sufficient space between the audience and the performers to make sure that potential risk of contact between performers and any other persons is minimised. In the event of inclement weather, we have already planned to postpone the event until a later date. Once the performance has concluded, performers will be storing their instruments securely in their cases to minimise any damage that might be caused. Instruments when not being used will be stored indoors (where the audience will not be allowed) in order to maximise their safety from theft. CCTV is active on site 24hrs/day and is stored for 30 days.</td>
<td>Event organisers, staff and performers</td>
<td>Before, during and after the concert</td>
<td>xx-xx-xx</td>
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<td>COVID-19</td>
<td>2</td>
<td>5</td>
<td>Anyone at the venue</td>
<td>We are carrying out a track-and-trace programme, whereby audience members provide their email address upon purchasing a ticket, and are under instruction to contact us after the concert should they develop any symptoms. Staff members will also be required to inform the concert organisers if they develop symptoms. Staff members will be issued with PPE and attend a pre-concert briefing; these jobs will be restricted so designated staff will undertake one assigned job. Multiple hand sanitiser dispensers will be positioned around the event. We are also encouraging audience members to wear PPE and maintain social distancing throughout the evening; our seating arrangement for the concert ensures that guests will be at least 2m apart from each other apart from when bubbles have purchased a group of tickets together. Queuing for entry to the event and bathroom facilities will be marked by floor marking, as will any food and beverage queues, and queue to the event will be monitored by a staff member to ensure social distancing. Any payments carried out on site will be contactless only transactions. In the case of woodwind performers, we are ensuring that the gaps between the performers is at least 1m (in line with the most recent scientific research), and we are ensuring that all audience members are sufficiently distanced from the performers to minimise the risk of aerosol transfer. Hand sanitiser will also be provided at the venue at multiple points to everyone at the venue, and we are ensuring that all monetary transactions carried out at the venue is carried out via contactless payment to minimise transmission.</td>
<td>Event organisers and staff notifying audience members prior to the concert and upon entry, and performers during the concert</td>
<td>Before, during and after the concert</td>
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<td>Alcohol</td>
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<td>Individuals under the age of 18 may try to purchase alcohol and other audience members may consume too much, leading to drunkenness and disorderly behaviour which could result in other risks outlined in this assessment.</td>
<td>The bar staff at the venue will be ensuring that alcohol is not sold to anyone under the age of 18 - anyone who is thought to be under the age of 18 will be asked by a member of staff to provide photo ID to confirm their age. Staff around the venue will also closely monitor all other audience members to ensure that safe levels of alcohol are being consumed throughout the evening.</td>
<td>Event organisers and staff</td>
<td>During and after the concert</td>
<td>XX-XX-XX</td>
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<td>Category</td>
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<td>4</td>
<td>Event organisees, staff and audience members</td>
<td>Before, during and after the concert</td>
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<td>Food poisoning/allergies</td>
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<td>Event organisees, staff and audience members</td>
<td>Before, during and after the concert</td>
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<td>Noise Pollution</td>
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<td>Event organisees and staff</td>
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<td>Sirens</td>
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<td>Event organisees, staff and audience members</td>
<td>Before, during and after the concert</td>
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<td>The venue’s owners and</td>
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<td>Event organisees and staff</td>
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<td>Parking</td>
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<td>Event organisees and staff</td>
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<td>Overcrowding</td>
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<td>Anyone and the venue and neighbouring residents</td>
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<td>This is a strictly ticketed event, and all audience members will be</td>
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<td>required to present proof of purchase upon arrival in order to gain</td>
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<td>access to the venue. We have minimised the maximum number of tickets</td>
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<td>available for each concert so as to ensure risk of overcrowding is</td>
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<td>minimised (also meaning risk of noise pollution is minimised), and in</td>
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<td>order to ensure that social distancing can be reasonably maintained by</td>
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<td>all concerned.</td>
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<td>Evacuation procedure</td>
<td>1</td>
<td></td>
<td>Anyone at the venue facing potential harm from fire or similar</td>
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<td>5</td>
<td>Evacuation point identified at the end of Mount Euphausia Lane -</td>
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<td>pedestrian areas masked off away from potential traffic</td>
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**Completed By:** Chris Grist  
**Signed By:** Chris Grist  
**Date:** 24/07/2020
Dear audience members,

Thank you so much for booking tickets to the inaugural Secret Garden Concerts series. We’re so excited to welcome you to our fabulous outdoor venue for a wonderful evening’s entertainment.

Please take time to read the following details ahead of Sunday’s concert:

**TIMINGS**

Doors open at 6:00pm. If you have purchased our food/sparkling wine-ticket option, you will receive a complementary glass of sparkling wine upon arrival.

The performance begins at 7:30pm, and ends at around 9:30pm; there will be a 20- to 30-minute interval. After the performance has concluded, the bar will remain open until closing time.

Doors close at 10:00pm. When leaving the venue, please do so in a quiet and respectful manner as the venue is located in a residential neighbourhood.

Seating will be provided; however we are unable to provide soft furnishings, so do feel free to bring cushions and blankets with you.
If you have booked tickets but would like to sit with another party as a bubble, then please email tickets@secretgardenconcerts.com

We are delighted to announce that we will have a catering team on site that will be led by Sven-Hanson Britt, winner of MasterChef: The Professionals Rematch. He and his team will be preparing a delicious 5-course tasting menu for this event:

Lincolnshire poacher and Comté gougère
Cucumbers and trombetta courgette with aioli
Summer bean salad with potato, pancetta and shallot
Toulouse sausage, white beans and garlic sourdough
Wood roasted white peaches with sauternes syrup

Additional dishes which can be added:
A whole Oxfordshire “Bix” organic cheese with honey and hazelnut.
Perfect to share £12

Interval menu - from the wood fired oven
(Not part of the five-course tasting plate menu)
XXL Vintage cheddar and smoked mozzarella toastie with spiced tomato £9.50
Chargrilled Yellowfin tuna steak, roasted red peppers, new potato, olives and cherry tomatoes £20
Bavette steak baguette, parmesan, rocket and Dijon mustard £15
Toasted marshmallows, chocolate sauce £4
Epic ice cream sandwiches from £4.00 or 3 for £10

Please note: Do let us know of any dietary requirements prior to attending. As we have a dedicated catering team on site, we ask that you do NOT bring your own food or drink to this concert.

FOOD TICKET UPGRADE

If you would like to upgrade your ticket to include this 5-course tasting menu (with a complementary glass of sparkling wine upon arrival) before Sunday, then please email us at tickets@secretgardenconcerts.com – we will then send you a pay-pal link where you will be able to transfer us the extra cost. You will, however, be able to purchase individual dishes on the night.

BAR

There will be a bar on site which will be selling both alcoholic and non-alcoholic beverages throughout the evening to all audience members. We therefore ask that you do NOT bring your own drinks to this concert.

PARKING & TRAVEL

We ask that you consider alternative modes of travel to driving to the event to minimise disruption to the local community.

We have ample space for bike storage on site.
The closest underground stations are Balham (20-minute walk) and Tooting Bec (25-minute walk), both on the Northern Line.

The closest overground stations are Streatham Hill Station (10-minute walk) and Streatham Station (15-minute walk).

There are also several bus-stops within a short walking distance from the venue.

If you are, however, planning to travel by car, we ask that you endeavour to NOT park in Mount Ephraim Lane as it is a cul-de-sac.

We are taking our safety measures extremely seriously with COVID-19 still posing a very real threat. All staff members will be wearing appropriate PPE throughout the event, and we ask that you consider taking the following precautionary measures:

- Track and Trace
  - Upon arrival, you will be asked to provide an up-to-date contact details. If you are unwell after having attended one of our events, please do get in contact so we can notify the other attendees of your symptoms and test results.

- Social distancing
  - All seating will be set out in groups according to your booking size, and these groups will be socially distanced. We ask that whilst walking around the garden, you endeavour to maintain social distancing from your fellow audience members.

- Masks/face-coverings
We ask that you consider wearing a mask/face-covering to the event in order to minimise the risk of aerosol transfer.

- **Hand sanitisation**
  - We will provide hand sanitiser at various locations throughout the event; please use it regularly and encourage your fellow audience members to do so.

- **Bathroom facilities**
  - Bathroom facilities will be provided at the venue; one of the facilities is suitable for disabled access.

- **Contactless payment**
  - In line with recent government advice, we will only be using contactless payment facilities. We will not accept any cash/cheque payments.

**DRESS CODE**

There is no dress code, but with the event being entirely outdoors, we suggest you bring some warmer clothing.

If you have any questions on any of the above, or if you have a query that is not answered here, then please feel free to get in touch via email and a member of our team will endeavour to respond as soon as we can.

**We look forward to welcoming you this Sunday!**

Best wishes,

The Secret Garden Concerts Team
MESSAGES OF APPRECIATION AND SUPPORT

Hi Chris

Very nice attending your concert last Sunday (our second evening in your lovely garden it was). A great event, compliant with all covid guidelines and much needed by the local community in these days when we have limited opportunities to go out and support the artists.

I was disappointed to hear that the council will not let you continue into September. As a close neighbour (maybe 45 meters as the crow flies from the end of my garden to your concert stage), I do not understand why there would be any local objections. Limited frequency, short duration, well-behaved audience who mostly walk to the event, early finish etc... As far as noise is concerned, for the anecdote, I tried to listen to one of your other concerts from the back end of my garden with a glass of wine hoping to enjoy some music free of charge :-) but I could not hear much music, only some very faint bits every few minutes.

This is exactly the kind of bottom-up initiative we need to restart the economy and our lives. Many thanks again for organising and I hope you get to perform many more of these.

Best regards

Bruno (and Valerie) Boulanger
Woodbourne Avenue
London SW16

Dear SGC team,

just a quick line to thank you for organising such a wonderful set of events in our neighbourhood. We would have enjoyed it at any time, but your efforts were particularly appreciated in the current circumstances, when we need so much to lift our spirits and reestablish our hope for a brighter, more kind and humane future.

We have had several months of cultural fasting, and the online performances of many lifted our spirits, but nothing can replace a communal experience of a live performance. We supported you not only because of our own, personal experience, but also because the Secret Garden Concerts provided very tangible support for the performers who have not been able to work over the last six months. Having them perform in our neighbourhood, all top-class performing and recording artists, was a true delight - it was our Proms and Edinburgh Festival rolled into one. The concerts brought our community together, but it also attracted people from further afield. Many of our friends and colleagues have shown a healthy dose of envy for what Gris and his family have afforded us over the month of August. The events were set up exceptionally professionally, the front of house and the catering staff were so welcoming and kind. You helped us refill our batteries for the Autumn, with a hope that we'll have some more events organised in this beautiful setting in the future, even when the things return to 'normal'.

Thank you again wholeheartedly. With best wishes to all the staff, crew, performers and the lovely Grist family.

Igor Brkic
Kingscourt Road
SW16

As Lambeth residents we hugely appreciated going to a concert in the Secret Garden which is close to our home. We had not been to any live concerts since the start of the lockdown and this was a special treat. The evening was superbly organised and to the highest standards in every dimension. It did not finish late and we can’t imagine that the beautiful music would upset the neighbours. We strongly support the continuation of the concerts. We would love to attend again.
I write to thank you for organising a series of Secret Garden Concerts over the past month. It has been a most imaginative and successful response to the deprivations of COVID-19 lockdown, which has greatly enhanced the quality of life in Streatham.

My wife and I attended the concert on 30 August, and found your choice of music suited the occasion and setting to perfection.

It was a great privilege to be able to walk 5 minutes from our home to listen to one of Europe’s finest ensembles playing in a garden of outstanding beauty, and enjoy a delicious dinner beforehand.

I also congratulate all those who were involved in organising the event. The arrangements were excellent.

I was utterly dismayed to learn that Lambeth Council refused you permission to hold an additional concert on 5 September. I can see no grounds for anyone objecting to concerts such as these. The noise level was modest at all times, and you ended the music well before closing time of 10 p.m. Local residents and the Council should be proud of what you achieved instead of preventing you from adding one further concert that would have allowed another group of people to enjoy your music. My bewilderment is all the greater since several times during the summer, people have blasted out recorded music over Tooting Common so loud that it could be heard by people hoping to enjoy peace on the Common but also in streets well away from it, without having obtained a licence for a concert. On the one occasion when I complained to the police, my complaint was brushed aside with a feeble pretext. Moreover, musicians have suffered exceptional financial and spiritual deprivation during lockdown, so that to deny you and your players one more opportunity of earning a little money and sharing your talents with an audience was heartless.

I know that in normal times your London Concertante ensemble is kept very busy playing about 100 concerts a year, but I do hope you will find time to organise some Secret Garden Concerts in Streatham again next year.

Yours sincerely,

Roger Garside

Fisher’s Close, London SW16
Dear Chris and family,
I just wanted to say thank you for such a lovely event last night. I live across the road from you and have enjoyed hearing the music waft across the gardens on Sunday evenings. Last night I attended with some other neighbours and had our first experience of live music since the beginning of lockdown.
I was so disappointed to hear that the council might withdraw your licence for next weekend. I cannot imagine what would prompt them to do this. The music is not loud enough to disturb anyone and your infection control measures were the best I have seen.
As a close neighbour and council tax payer I would like to register my absolute support for the concerts and hope that they will carry on for a very long time. I will be very happy for you to forward this to whichever council department is dealing with your licence.
All the best
Caroline Campbell
Mount Ephraim Lane

We think it’s a really positive and creative thing that you have been doing with the concerts, knowing how much impact lockdown has had on the Arts industry, as we both work in arts/media and have been quite badly affected too!
Look forward to seeing you
Richard and Sam Pavitt at Mount Ephraim Lane

Dear Chris and Zoe,

Having been in events myself before we understand the difficult times everyone is going through and it’s great to see people thinking out the box for these times.

Have a good concert tonight I hope the rain holds off.

Thank you for your consideration regarding people leaving and the noise after 11.00 p.m for tonight.

Kind regards
Caroline O ’Shaughnessy
Mount Ephraim Lane

Hi Chris and Zoe

We’re pleased to hear that your garden concerts have been such a success. You have a fantastic setting for them.

Hope it goes well.

Best wishes
Andrea and Mark Thompson Mount Ephraim Lane)
Wow! What a positive initiative - one of the rare bits of good news in the area, and, quite frankly, in the creative industries nationally (Lambeth should be celebrating this by shouting about it from the roof tops!)

Having been in the audience for two Secret Garden Concerts, (yes, we were so impressed my wife and I came back for more) can I express my gratitude to all those who, through professionalism and sheer hard work, made the vision possible - which includes the Council for having the courage to give it permission to go ahead in the first place, at a time when so much is about being risk-adverse at the moment.

What words best describe the joy and hope we experienced the two evenings we were there? Gentle, gracious, full of good will - and of course, glorious music!

Jim Dawton - local resident Becmead Avenue, SW16

Dear Chris,

The series of concerts at 53 Mount Ephraim Lane have been remarkable in bringing the community together in a wonderful and historic setting. The sell-out concerts have allowed exceptionally talented musicians the opportunity to bring joy to residents who in turn are supporting the entertainment and hospitality sectors in these very difficult times.

The Streatham Society fully supports such events which meet our aims and objectives:

The Streatham Society is a local amenity which represents a large community of residents in the London Boroughs of Lambeth and Wandsworth.

The purpose and aims of the Society are to raise the awareness and appreciation of our local area and to maintain and improve the quality of life for all who live and work in Streatham.

From a personal perspective and as a local resident these events have been magnificent. The performances are all of the very highest standard and the processes and procedures in relation to Covid-19 the best I have seen.

Well done and thank you from the Streatham Community
Mark Bery  
Secretary  
Streatham Society