Annex D

PROPOSED LICENCE CONDITIONS
GARAGE NATION
STREATHAM COMMON
9th & 10th July 2016

General:
1. The maximum capacity for this event will be 9999 inclusive of all persons on site (staff, contractors, attendees, artists and guests).
2. The proposed event is a daytime music festival.
3. The event will be ticketed and open to over 18’s only.
4. Security staff and stewards will be present on site to ensure the safety of persons present and to help prevent crime and disorder.
5. A dedicated, paid-for Police presence from the Metropolitan Police will also be on site during the course of the event.
6. All structures and stage areas will be erected and maintained by professional contractors who will ensure that all structures are in accordance with the relevant British Safety Standards.
7. There will be no amplified music or other entertainment after 22:00 (Saturday) and 21:00 (Sunday).
8. Alcohol will only be served on site to adults - under 18’s will not be permitted to enter.
9. Security staff and bar staff will monitor alcohol consumption to prevent drunken behaviour.
10. An event and site specific Event Management Plan will be developed and shared with the Licensing Authority and Safety Advisory Group.
11. The Event Management Plan will be a “living” document that outlines the management structure, roles and responsibilities, organization, control, monitoring and review mechanisms as identified by the event specific Risk Assessment.
12. The legal duties of the Premises Licence Holder (PLH) are such that a “pop concert” is considered a “work activity” and are therefore subject to the Health and Safety at Work etc., Act 1974 and the various regulations made under it and any EC directives, which may also apply to the activity.
13. The PLH is directly responsible for the event. The PLH will have responsibilities for the health and safety of third parties affected by the event including the audience and irrespective of whether they are employees. Any employer contracted by the PLH shall be responsible for the health and safety of their employees.
14. The co-ordination and implementation of all safety procedures should be the duty of the event SAFETY OFFICER (who shall be a competent person working in the field of health and safety) who is fully conversant with health and safety law, regulations and approved codes of practice.
15. The PLH, HEAD OF SECURITY, and SAFETY OFFICER should make themselves fully conversant with the guidance set out in the current Health and Safety Commission "EVENT SAFETY GUIDE ". hsg 195
16. Control and management of the accommodation limit (including the VIP entrance) shall be by the use of a counting in system, an inspection of the all of the counters used for counting in and counting out, including the VIP section shall be undertaken by council officers periodically on both days throughout the event. Under no circumstances must the counters be clicked back to 0000.
17. The PLH shall ensure that all promoters, contractors and other personnel involved with the event are made aware of any condition contained within the licence and attached conditions that will affect their involvement in the event.  
18. The event organisers shall ensure any reasonable alterations and or amendments to the event management plan document shall only be implemented if agreed by the Lambeth Council's Safety Advisory Group no later than 28 days from the date of the event.
19. The PLH shall take all reasonable steps to ensure that people with disabilities are catered for, and as such will have an Access Co-ordinator on site to assist with access and facility requirements.
20. An information and welfare unit shall be available at the event where members of the public shall be able to obtain advice and assistance. This facility shall be available whilst the arena is open to the public.
21. Admission shall be by ticket or wristband only.
22. 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.
23. Pedestrian flow rates and queues shall be monitored throughout ingress to establish attendance.
24. The 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.
25. Amnesty bins shall be provided for the disposal of alcohol and other waste.
26. Staff will not permit legal highs whether known or unknown into the venue. These drugs will be confiscated where possible.
27. Staff are to look out for signs of illegal substance use or illegal substance dealing. The HEAD OF SECURITY and the event management shall be informed through the Event Control. Police shall be requested to collect these from the eviction centre.
28. Once the event site is at approximately 75% capacity entry lanes shall be progressively closed and barriers cleared to allow additional egress routes but provisions shall be made at the entry points for late arrivals.
29. 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.
30. Matrix signage will be deployed at the exit to indicate the direction of transport and travel routes. The signage will be installed and deployed prior to the event opening.

Prevention of crime & disorder:
1. A reputable and experienced SIA-accredited security and stewarding company will be appointed to ensure public safety and to prevent crime and disorder.
2. A specific Crowd Management Plan, Crowd Dispersal Plan, Drugs Policy, Search Policy and Security Risk Assessment will be drawn up and implemented.

3. A specialist security response team will be deployed on the exterior of the site to engage with crowds building up on the site perimeter.

4. A dedicated and paid-for, event-specific Police presence will be on duty during the course of the event. Numbers and shift times will be agreed with the Police during the event planning.

5. An Alcohol Management Plan will be drawn up and implemented.

6. Alcohol sales will be approved by the Designated Premises Supervisor.

7. A Challenge 25 policy will be implemented.

8. All alcohol consumption will be monitored by bar staff and SIA security staff.

9. Safe maximum numbers of attendees (as prescribed by the H&S officer and agreed with LFB) will not be exceeded.

10. The Personal licence Holder (PLH) shall ensure that nobody under the age of 18 years of age is employed to sell alcohol.

11. The Designated Premises Supervisor (DPS) shall ensure that each bar on site is referred to by number consistent with the event's site plans.

12. 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.

13. 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.

14. Each bar on site shall have a dedicated bar manager 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.

15. The dedicated bar manager 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.

16. The dedicated bar managers shall brief all their staff before each event.

17. All drinks shall be sold in plastic cups or PET containers.

18. The bars shall close in line with the premises licence.

19. All bars shall be provided with sufficient lighting, and fire fighting equipment, as well as sanitary and hand washing facilities for staff.

20. 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 place on identifying victims, suspects, witnesses and scenes of crime.

21. Access to the VIP area will be reduced to single file traffic and entry will be controlled by SIA security.

22. A sterile space located near the main entrance will be created to allow security to engage with any attendees who are behaving in a stressed manner.

23. Queue lanes will be designed in a snake/zig zag fashion to prevent the potential of crowd surges.

**Public safety:**
1. The event site will fully accord with HSE guidance and public safety is paramount.
2. The event site will also accord with Fire Safety measures.
3. Security and stewards will ensure that emergency vehicle access to the site is maintained at all times.
4. Security and stewards will also ensure that emergency exits from the site are kept clear at all times.
5. Security and stewards will be on duty from the beginning of the site build until the completion of the site breakdown. Numbers and positions will be agreed with members of the Safety Advisory Group.
6. An event and site specific Event Management Plan will be developed and shared with the Licensing Authority and Safety Advisory Group. The Event Management Plan will be a “living” document that outlines the management structure, roles and responsibilities, organization, control, monitoring and review mechanisms as identified by the event specific Risk Assessment.
7. The SAFETY OFFICER will conduct a site inspection prior to opening on both days.
8. A Traffic Management plan will be agreed with Highways and other members of the Safety Advisory Group and will be implemented by a specialist Traffic Management Company.
9. The Traffic Management Plan will address areas of the Crowd Dispersal Policy and CSAS accredited Traffic Marshals will be deployed alongside SIA security and crowd safety stewards in managing the egress of public from the event site. Particular attention will be paid to the crossing points along Steatham High Road.
10. The SAFETY OFFICER will have absolute power of veto where they are not satisfied with any measures proposed to ensure public safety.
11. No drinks promotions i.e. 2 for the price of one.
12. 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.
13. No flammable materials shall be stored in the bars.
14. The PLH 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.
15. Evidence shall be provided that the two nearest hospitals with Accident & Emergency facilities, i.e. St. George's Hospital in Tooting and King's College Hospital, Camberwell, have been notified at least a month in advance of the event so this can be programmed into their work schedule.
16. The PLH shall have in place suitable and sufficient first aid provisions available from build up to breakdown of the site.
17. It shall be the duty of the PLH 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.
18. Medical responses team shall patrol the event site and respond to incidents reported via Event Control
19. 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.

20. 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 PLH for at least 7 years or at least 3 years beyond the age of 18 years of age in the case of a child.

21. It shall be the responsibility of the PLH 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.

22. 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.

23. 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.

24. 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 retardancy certificate.

25. There shall be sufficient separation between structures to prevent fire spread.

26. All items of plant and machinery are to be parked in a secure area when not in use with regular patrols by security staff.

27. All EMERGENCY EXITS, TOILETS AND FIRST AID POSTS shall be clearly indicated, such that it is visible from all parts of the licensed area. The preferred style is for these signs to be written on material/fabric and flown on goal post signs.

28. Five types of fencing shall be provided to this event site.
   a. Pedestrian barrier – low level crowd control barrier used to creating queue lanes
   b. Met barrier – similar to pedestrian barrier but capable of withstanding greater crowd pressure – used for entrance lanes
   c. Heras - 2.5m block and mesh, used to segregate areas.
   d. Ready-hoard - in blocks similar to Heras, and used to segregate areas and restrict sightlines.
   e. Steel Shield - These shall be braced and forms the outer shell of the perimeter fence.

29. Pit Barriers - these shall have a ratings 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.

30. 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 RDC or RCBO protection where necessary and suitably earthed in accordance with the site plan and power specifications.

31. No petrol generator is allowed on site.

32. 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.
33. All portable electrical equipment and temporary installations associated with all work shall be protected by a Residual Current Device (RCD) and suitably earthed.

34. All electrical equipment must be isolated when not in use.

35. All portable electrical equipment brought on site must be subject to the appropriate Portable Appliance Testing (PAT) and records of these kept on site and available for inspection if required by authorised officers.

36. All temporary electrical works must 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.

37. 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.

38. 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 PLH 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.

39. There must be a clear framework of information flow procedure to enable the right people to receive the correct information.

40. 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.

41. The wording for the show stop and the procedure must be agreed with the police and fire brigade before the event.

42. 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. Means of communication designated for contacting emergency services shall not be used for other communications.

43. In the event of an off-site link e.g. control room - the PLH shall ensure that that details of the contact numbers of all the emergency services are provided to that room and ensure that communication lines whether radio or telephone to the site, and the emergency services control room are available at all times so that calls can be made to them immediately should this be necessary.

44. The contact details of all key players shall be provided to all authorised council workers at least two weeks before the event.

45. 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.

46. The company providing the display shall also complete a risk assessment, complete the HSG123 and notify the Civil Aviation Authority (proof of this required).

47. A demonstration may be requested for any unfamiliar effects or if there are any concerns.
48. All concession caterers shall be provided with suitable fire fighting equipment, suitable hand washing facilities and sanitary facilities for staff.

49. Mains supply drinking water shall be available at all times whilst the venue is open to the public. Suitable dispensing units shall be distributed at various locations of the event site and shall be clearly marked on the site plans. These points shall be suitably signed to ensure members of the public are aware of their positions. For this event there shall be a minimum of 2 points including the first aid posts.

50. The PLH shall arrange to have the water points tested prior to opening to the public to confirm portability of the water supply and the result provided to authorised officers.

51. Water shall be available in the pit areas to members of the audience who may be in need of it.

52. No glass shall be allowed within the 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.

53. Additional toilets shall be provided externally to the event to reduce anti-social behaviour in the local community. Location of these shall be agreed with local council officers.

54. 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.

55. The event site shall be cleared of all vehicle at least 30 minutes before the public are allowed on site and 30 minutes after the site is cleared of all visitors.

56. 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.

57. The Council reserves the right to evict from the site any vehicle found moving around the site between the times specified above.

58. 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 fire fighting equipment shall be sited nearby.

59. 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.

60. There shall be adequate fire separation between units of approximately 2.5m.

61. Regular patrol by security are to be undertaken to ensure that all emergency exits and escape routes are kept free of obstructions.

62. 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. Routes provided for fire appliances should be such that no part of the event where fire fighting may be required is greater than 50m from a fire lane or
existing suitable thoroughfare. These are to be clearly signed and marked on the site plan.

63. The appropriate type and number of fire fighting equipment shall be provided throughout the site. Locations and numbers will be specified in the Event Management Plan.

64. 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 easily seen and read and at the close of the event to enable visitors to leave the site safely.

65. All efforts should be made to prevent or reduce light pollution especially to residential properties in the vicinity.

66. The PLH shall have in place an arrangement (contract) with a reputable waste management company to manage the event site for the duration of the event.

67. The PLH shall ensure that sufficient, suitable and adequate purpose built refuse receptacles are provided to the site to facilitate the cleaning of the site.

68. The PLH shall ensure that cleaning teams are deployed where necessary, prior to, during and after the event, both within the event site, the wider Common and in neighbouring streets and roads.

69. The PLH is to ensure that all areas are left litter free and completed at the end of the event and after breakdown.

70. The PLH shall ensure that where necessary during the night the waste management company deploy cleaning teams to clean the site and ensure that all waste are removed from site either by the next opening time or after breakdown.

71. A suitable and sufficient risk assessment shall be carried out to determine the adequate level of waste infrastructure to be provided at the event, which may include, yard skips, bins and RCV waste trucks.

72. 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.

73. The PLH 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.

Prevention of public nuisance:

1. The proposed live and recorded music will only operate between the hours of 12:00 – 22:00 (Saturday) and 12:00 – 21:00 (Sunday).

2. A qualified and suitably experienced Noise Management Consultancy will be appointed to produce a Noise Management Plan and provide representatives on site during sound checks and throughout the festival.

3. The Premises Licence Holder shall employ a minimum of 2 noise consultants to control all amplified music, speech and vocals 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.

4. Noisy construction works audible beyond the site boundary shall only be undertaken between the hours of 08:00 – 18:00hrs Monday to Saturday and 08:00 – 13:00hrs on Sunday.

5. 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.
6. 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.

7. 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.

8. A noise “hot line” number will also be included to allow residents to contact an event representative should they need to make a complaint.

9. 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. Security and stewards will be positioned around the perimeter of the Common to direct attendees to and from the event.

12. The appointed security company will provide and implement a Crowd Dispersal Policy to prevent public nuisance as attendees leave the event.

13. The event will feature a phased closure of music stages to assist in a gradual egress from site.

14. A Traffic Management plan will be agreed with Highways and other members of the Safety Advisory Group and will be implemented by a specialist Traffic Management Company.

**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. A Challenge 25 policy will be in force on all festival bars.
4. There will be no adult or other unsuitable activity taking place during the festival that would be visible to children passing the event.