

Police conditons

General –

Summary of content Premise Licence application St Nicholas Park, Warwick.

This application is for a two day event, to be held each year, and the licence would be for a maximum capacity of 9,999; although we would not expect to achieve that, and we will ensure that all measures are in place to cater for maximum number of persons.

The premises are an open space park. The area to be utilised is for an event (Festival) of live/recorded music, with DJ's from around the UK performing in a secure fenced off arena.

Policies and procedures will be in place for the safe and efficient running of the premises, including (not least):

1. Staff training
2. Operations manual
3. Refusals log
4. Incident log
5. Challenge 25
6. DPS Authorisation form
7. Noise management Plan – Acoustics reporting.
8. Letter drop to residents

As the applicants we will ensure that we fully uphold all of the four licensing objectives, at all times. We have taken into consideration the following documents/legislation:

- Council's Statement of Licensing Policy
- Section 182 Guidance issued by the Home Office.
- Constant liaison with Council Events Team/Licensing team.

There is a robust operating schedule, along with very solid policies and procedures being in place; with reasonable hours of operation, demonstrating a commitment to due diligence for the event.

All documentation will be sent by the licence holder to the relevant parties in the SAG group.

Prevention of crime and disorder

SIA door staff to be employed at a ratio of 1-100 or part there-of. (a different ratio may be used if agreed in writing with Warwickshire Police, and through the Sag process)

Any queue entering the site shall be kept orderly and supervised by licensed door supervisors to ensure that there is no public nuisance or obstruction.

The premises licence holder shall ensure that the provision of door supervisors at the site is appropriate to ensure the safe control of the event.

A search policy will be utilised at the entry point/within the site, to carry out sweeps of the site and personnel entering the event.

All staff engaged for security or marshalling on site shall wear high-visibility vests/tabards

Clearly visible notices shall be placed at the entrance to the site advising those attending that it is a condition of entry that customers agree to being searched and that the police will be informed if anyone is found in possession of controlled substances or weapons.

Any persons entering the site may be searched by an SIA-trained member of staff subject to minimum search requirements and any agreed search policy at SAG.

An incident log shall be kept at the premises and made available on request to the police or an authorised officer of the licensing authority and held in the control centre.

The Designated Premises Supervisor shall ensure that a written notice of authority is kept at the control centre for all staff who sell alcohol. The notice shall be made available for inspection upon request of the police or an authorised officer of the licensing authority and all staff selling alcohol must be in possession of formal identification to verify their identity against the notice.

No drinks shall be served in glass containers at any time.

All staff will be trained in the Licensing Act 2003; and that training records will be retained on site. In addition to training on Challenge 25 and not serving to intoxicated customers, staff are also given training all staff working within the bars will be given training on procedures on what to do in the case of disorder or an emergency. Records detailing the training provided will be retained on site and made available for inspection.

The event organiser/licence holder will employ the services of recognised and qualified security and stewarding/marshalling company. Only individuals licenced by the Security Industry Authority will be used to guard against unauthorised access, outbreaks of disorder or damage.

All security staff/stewards will be easily identifiable and have the appropriate training for their duties. A register of all SIA and security staff will be maintained. This will contain their full names, date of birth, home addresses, employers and where applicable, their SIA registration details. These details will be made available to Police and the Licensing team on site.

An incident report log will contain date, time, location, and details of any incident at the site. The incident logs will be kept at event control during the event and will be available for inspection immediately on request by an authorised officer of Police and the Licensing Authority.

The organiser/premises licence holder will inform Police at the end of the admission phase of searches resulting in the seizure of drugs. If a seizure is considered to be of supply level, police to be notified immediately, along with seizures of offensive weapons. A suitable purpose made receptacle for the safe retention of illegal substances will be provided by the event organisers and arrangements made for the safe disposal of its contents as agreed with the Police. Any such seizures are to be entered into a drug seizure log which is to remain in close proximity to the drug box. This log will record the following details.

Time/date and location of seizure, member of staff seizing, name or description of the person the item was seized from.

Each bar on site will be managed by a Personal licence holder who is responsible to the DPS.

An amnesty box to be located in a prominent place at the point of entry to the site and prior to search bays with clear prominent signage visible informing patrons that anyone found in possession of illegal drugs/weapons will be refused entry and Police may be called.

Passive drug dogs to be employed and used at the entry point to better target persons to be searched (unless the requirement is not deemed necessary by Warwickshire Police and detailed in writing through the SAG process).

Trained medical staff, proficient in spotting the signs of drugs intoxicated to be deployed at the point of admission.

A minimum of 25% of patrons to be searched.

An Event Safety Management Document (specific to the event) shall be completed outlining the proposed management structure, responsibilities and contact details for each event, together with details of the organisation, control monitoring and review mechanisms as identified by the event specific risk assessment and made available to the Licensing Authority, Police and Emergency Planning Authority a minimum of 3 months prior to any event.

Clear and prominently displayed notices at exit points requesting customers to respect local residents and leave the area quickly and quietly.

Public Safety

Full fire cover is on site and all firefighting equipment will be inspected and serviced in line with the appropriate British Standard, prior to the event.

The premises licence holder shall always ensure that when the public are present there is sufficient and competent personnel able to administer first aid, and that an adequate and appropriate supply of first aid equipment and materials is available on site, and that adequate records are maintained in relation to the supply of any first aid treatment.

Full medical cover is on site and will be utilizing a pre-determined location within the site.

Public Address (PA) system on site will be used in the event of emergencies and evacuation.

All event staff, SIA staff, Marshalls/Stewards will be given a health and safety induction and training on their first day on site, records of the induction and training are kept on the site during the event, for production, on request, to an officer of a Responsible Authority.

Appropriate and proportionate arrangements will be made for fencing, barriers, gate systems, and security to prevent unauthorised access to the site.

The physical layout of the site will be planned with crowd management and flow in mind. The security team will be briefed to prevent overcrowding on the site. All entrances and exits will be always kept clear and checked regularly for obstructions and hazards.

A dedicated emergency/blue route will be indicated in the plans and on site and will be always kept clear for access by emergency vehicles.

The premises licence holder or DPS will carry out pre-opening checks of the site, to ensure that there are no risks to patrons and that all safety precautions are in place.

Prevention of Public Nuisance

Appropriate waste collection bins will be placed on site, and any excess rubbish will be bagged and removed at the end of the event. In addition to waste clearance carried out by the appointed contractor.

The event organiser/licensing agent and premises licence holder will attend meetings of the Safety Advisory Group (SAG) and take on board recommendations of the Responsible Authorities. In addition, they will attend all multi-agency debriefs for the event, if it is deemed necessary by the Chair of the SAG.

Protection of children from harm

All social media will display age applicable entry requirements.

(Challenge 25 conditions already agreed with Trading Standards)

From: Hewish, Martin 0117
Sent: 15 April 2024 14:39
To: Licensing
Cc: Emma.Morgan; Flynn, Grace 8709; Goucher, Michael 8231; @ South Warks Liquor Licensing
Subject: FW: Cafe Mambo - St Nicholas Park August 2024
Attachments: Revised Conditions Cafe Mambo Warwick Aug 24 (for agreement).docx

Caution: This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact the ICT Helpdesk

Emma,

Please find confirmation from New Vision Events Ltd and Rohomon Risk Mitigation of their acceptance of the conditions in the attached document for inclusion on their licence for St Nicholas Park. I trust this negates the requirement for our part in the hearing as with the attached conditions applied to the licence, I withdraw the representations made on behalf of Warwickshire Police.

Best regards,

Martin Hewish

Sgt 117 Martin Hewish

Warwickshire Prevention Hub