



Mendip District Council Licensing Service, Cannards Grave Road, Shepton Mallet,
Somerset, BA4 5BT.

PREMISES LICENCE

PREMISES LICENCE NUMBER: PRL634

Postal address of premises, or if none, ordnance survey map reference or description:

**Pilton Party
Glastonbury Festival Events Ltd
Worthy Farm
Worthy Lane
Pilton**

Post town: Shepton Mallet

Post code: BA4 4BY

Telephone number:

Where the licence is time limited, the dates:

One event per year, usually in September

Licensable activities authorised by the licence & times the licence authorises the carrying out of licensable activities:

Licensable Activities: THE SALE BY RETAIL OF ALCOHOL

Licensed Area: INDOORS & OUTDOORS

**Authorised Hours: Friday 16:00 – 00:30
Saturday 16:00 – 00:30**

Non-Standard Timings & Seasonal Variations

NONE

Where the licence authorises the supplies of alcohol whether these are on and/or off supplies – BOTH ON & OFF THE PREMISES

Licensable activities authorised by the licence & times the licence authorises the carrying out of licensable activities:

Licensable Activities: THE PROVISION OF REGULATED ENTERTAINMENT

**Activity: LIVE MUSIC
RECORDED MUSIC
PERFORMANCES OF DANCE
ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**

Licensed Area: INDOORS & OUTDOORS

**Authorised Hours: Friday 23:00 – 00:30
Saturday 23:00 – 00:30**

Activity: FILMS

Licensed Area: INDOORS & OUTDOORS

**Authorised Hours: Friday 16:00 – 00:30
Saturday 16:00 – 00:30**

Non-Standard Timings & Seasonal Variations

NONE

Licensable activities authorised by the licence & times the licence authorises the carrying out of licensable activities:

Licensable Activities: THE PROVISION OF LATE NIGHT REFRESHMENT

Licensed Area: INDOORS & OUTDOORS

**Authorised Hours: Friday 23:00 – 00:30
Saturday 23:00 – 00:30**

Non-Standard Timings & Seasonal Variations

NONE

The opening hours of the premises:

**Friday 16:00 – 01:30
Saturday 16:00 – 01:30**

Non-Standard Timings & Seasonal Variations

None

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence:

**Glastonbury Festival Events Ltd
Worthy Farm
Worthy Lane
Pilton
Shepton Mallet
BA4 4BY**

Registered number of holder, for example company name, charity number (where applicable): 04348175

Name and address of designated premises supervisor where the premises licence authorises the supply of alcohol:

Mr Robert Richards

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

Personal licence number: PEL01360

Licensing Authority: Mendip District Council

Annex 1

Mandatory conditions

The licence is granted subject to the Mandatory Conditions for the sale of alcohol by retail as set out in the Licensing Act 2003 as amended by the Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010 and Order 2014.

Supply of alcohol

1. No supply of alcohol may be made under this premises licence:
 - a) At a time when there is no designated premises supervisor in respect of the premises licence or,
 - b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.

Irresponsible Promotions

1. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
2. An irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

- a) Games or other activities which require or encourage, or are designed to require or encourage, individuals to—
- (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or;
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise).
- (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
- (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
- (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
- (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Potable Water

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

Age Verification

1. The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
2. The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
3. The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - (a) a holographic mark, or
 - (b) an ultraviolet feature.

Small Measures

The responsible person must ensure that—

- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
- (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml.
- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.”

Alcohol minimum permitted price

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

2. For the purposes of the condition set out in paragraph 1 –

(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979

(b) “permitted price” is the price found by applying the formula–

$$P = D + (D \times V)$$

Where–

i) P is the permitted price,

ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence—

i) the holder of the premises licence;

ii) the designated premises supervisor (if any) in respect of such a licence;
or

iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) “valued added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.

3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Showing of Films

1. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.

2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation by that body.

3. Where

(a) The film classification body is not specified in the licence, or

(b) The relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question,

admission of children must be restricted in accordance with any recommendation made by that licensing authority.

4. In this section “children” means any person aged under 18; and “film classification body” means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984(c39) (authority to determine suitability of video works for classification).

Door Supervisors

1. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:

(a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or

(b) be entitled to carry out that activity by virtue of section 4 of the Act.

2. But nothing in subsection (1) requires such a condition to be imposed:

(a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or

(b) in respect of premises in relation to:

(i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or

(ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act.

3. For the purposes of this section:

(a) “security activity” means an activity to which paragraph 2(1)(a) of that Schedule applies, and, which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and

(b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

Annex 2

Conditions consistent with the Operating Schedule

General

1) The Event Management Team 2) Nature and style of Entertainment
3) Crowd Management 4) Relevant liaison 5) Use of land 6) Public Liability Insurance
7) Capacity and ticket distribution 8) Traffic Management 9) Communication
10) Medical Plan 11) Welfare 12) Sanitation arrangements 13) Camping
arrangements 14) Site layout, venue design and structures 15) Electrical and gas
safety 16) Water supplies

Prevention of Crime and Disorder

- 1) General assessment
- 2) Stewarding and Security Plan
- 3) Entry and search policy
- 4) Eviction Policy
- 5) Alcohol Policy
- 6) Drugs Policy
- 7) No smoking Policy

Public Safety

- 1) Fire Safety
- 2) Major Incident Planning
- 3) Staff and audience exposure to noise
- 4) Special effects and pyrotechnics
- 5) Food and drink
- 6) Employment of an Event Safety Coordinator

Prevention of Public Nuisance

- 1) Risk Assessment
- 2) Noise Management Policy
- 3) Litter and Waste Management Policy

Protection of Children From Harm

- 1) Safeguarding Policy
- 2) Monitoring alcohol outlets and reinforced briefing to bar staff
- 3) Proof of age Policy

Operation schedule / promotion of licensing objectives

Pilton Party involves one concert style event to be staged on 1 day each year relating to a single event to be held between the dates of 1st September – 30th September.

GFEL will provide an Event Management Plan at least four weeks prior to the event to all relevant agencies.

GFEL representatives will attend a Safety Advisory Group prior to the annual event to provide information and receive advice on the Pilton Party event.

GFEL will provide information following the event and will attend a post-event debrief if deemed necessary by the authorities.

1. GENERAL – ALL FOUR LICENSING OBJECTIVES

1.1 The Event Management Team

A competent and experienced Event Management Team shall be formed each year involving the following roles.

- Event Controller - having overall management of the event
- Production Manager
- Site Manager
- Event Safety Coordinator
- Designated Premises Supervisor
- Security Manager
- Traffic Manager

- Medical Services Manager.

A list of persons undertaking the above Event Management Team roles will be forwarded to the Licensing Authority at least four weeks before the event each year.

1.2 Nature and Style of Entertainment

The entertainment shall occur within a 'big top' type marquee structure. Although many outdoor events of this type are fully open-air and have an orbit style stage in an arena, it has been a traditional feature to have a big top with all sides open for Pilton Party to allow all attendees to be able to view the stage from most positions within the arena. Many people choose to socialise around the food traders and the bar and rarely enter the tent in reasonable weather. There are no plans at present to not have a big top for the event and the applicant/licensee will, where possible, acquire one that is capable of containing the full capacity of attendees. GFEL has provided an area that has ample space for the maximum capacity applied for and there are adequate exits to provide for a means of escape.

A temporary stage will be erected and stage lighting and sound equipment will be installed. There will be a large open area outside the marquee. This will allow people to meet and socialise and will give access to the catering facilities that will be border the site. Toilet facilities will also be located adjacent to this open area.

The nature of the event and the artistes being sought are such that it is not envisaged that crowd behaviour involving 'surfing' or 'moshing' will be experienced. However, the audience will be continually monitored by the security staff and should such unacceptable behaviour occur, it is intended that the instigators be identified and removed from the location. Any decision as to whether such individuals should then be ejected from the event will be made after due consideration of the level and degree of unacceptable behaviour.

1.3 Crowd Management

The expected audience profile is wide and diverse. There is no minimum or maximum age limit although the majority are expected to be between the ages of 18 and 35. As such there will be a cross section of the local community and this will include a number of family groupings.

It is anticipated that the majority of attendees will arrive by car. Adequate car parking shall be provided within the main hard standing car park area and in fields adjacent to the site and these shall be marshalled and signed accordingly. The decision as to which fields will be utilised shall be taken at a later date after due consideration has been given to crop rotations and ground conditions appertaining in the period leading up to the event. In addition, a location shall be identified, signed and stewarded to facilitate a 'drop off' operation for those being brought to site by friends, families, taxis etc., who will not be remaining or parking on the site.

There is an adequate buffer zone between the event arena and the car parking that allows queuing without risk of vehicle pedestrian conflict. Although there has been no pre-event queuing at recent events there will be some queuing during the ingress period. This is a useful feature in crowd management and the promotion of the licensing objectives in that security personnel are able to monitor those people queuing for potential underage alcohol consumption, intoxication, illegal or contraband goods, risk of antisocial behaviour.

Attendees arriving by foot from the village of Pilton will be directed along Hitchin Hill and then down the internal Worthy Farm 'Pilton bypass'. At the junction with Woods Lane they will cross Wicket Ground by means of the established track to finally join Finns Road to the North of Woodsies and enter via the 'Villagers Gate' entrance to the site.

The event site itself will be vehicle free once the gates are open and the audience is admitted. The audience will enter via a main entrance which will be of sufficient size to facilitate access to the site in a controlled and orderly manner. There shall be sufficient space in the location of the entrance to adequately queue persons and to hold early arrivals, if required. Signs shall be displayed at the entrance gates informing the general public that the Promoter retains the right to refuse entry and to search bags and/or personnel. Action will be taken in this respect if there is a reasonable suspicion that a person is:-

- a) Drunk
- b) Under the influence of or in possession of illegal drugs
- c) In possession of a weapon
- d) In possession of glass bottles

The site shall be fenced and patrolled to prevent illicit and unauthorised access. The nature of the event and expected profile of the locally based audience do not lead to significant concerns regarding the behaviour of persons arriving at the site who do not have tickets or who wish to gain illicit access, however the Promoter will retain the right to refuse access. It is not envisaged that there will be significant demand for a 'pass out' from the event. However if attendees wish to return to their cars for additional clothing or some other reason, a paper pass out system maybe instigated. Such use of pass outs will be discouraged and the aim is to contain the audience within the event site.

Once within the confines of the site, the audience will be able to make full use of the facilities and enjoy the entertainment assisted by event stewards and monitored by security personnel. There will be clear elevated illuminated signage identifying exits and emergency exits to the site perimeter. Toilets will also be clearly identified by means of signage.

When it comes to the exit strategy, the event has a soft finish built into its programming and again considerable space both within the arena and in the buffer zone between the arena and the car parking to enable effective crowd management. At the end of the event, routes back to the car parks and the designated pick up area shall be adequately illuminated by means of tower lights, signed and stewarded to ensure the safe and efficient egress from the site.

The Event Controller shall give an informed view on the likelihood and if necessary develop a plan to deal with the arrival of a large number of non-ticket holders to be written and agreed with Avon and Somerset Constabulary. A copy of the plan is to be forwarded to the Licensing Authority at least seven days before the event.

1.4 Relevant Liaison

The nature of the event is 'community based' and as such the Pilton Village Hall Committee hold regular meetings which provide opportunities for the local community

to express their views and make comment with regard to this and other events based at the Village Hall or within the locality. Liaison will also occur with representatives from the Parish Council. A telephone number will be publicised and available for the local community to register concerns and report problems on the day of the event.

1.5 Use of Land

The Landowner, Mr Michael Eavis, is Managing Director of Glastonbury Festivals Ltd, and he has agreed to the use of the land for the The Pilton Party.

1.6 Public Liability Insurance

The Event will be covered by Glastonbury Festivals Events Ltd insurance policies.

1.7 Capacity and Ticket Distribution

The maximum audience capacity at any one time shall be 7,999 persons. Admission to the site shall be by ticket only, sold in advance of the event. Previous experience is such that it is hoped that the event will be sold out in advance. However, should unsold tickets remain on the day of the event – these will be available from an on-site box office to be located away from the actual event field itself. The tickets for the event shall be printed in such a manner, and to the satisfaction of the Mendip District Council, that they are reasonably incapable of being forged or copied. A certificate from the printer shall be forwarded to the Mendip District Council a minimum of 14 days prior to event, certifying the total number of tickets and confirming that they have been sequentially numbered.

Security and stewarding numbers will be provided commensurate with the proposed capacity/ticket sales for each year.

Toilet facility amounts will be provided in line with attendance numbers from ticket sales and in accordance with the relevant guidance agreed to below.

All persons entering the premises not in possession of an authorised pass/complimentary ticket/staff ticket must be in possession of a valid ticket.

The Licensing Authority shall have access to information, at any time, on the numbers present on the premises.

1.8 Traffic Management

A detailed traffic management plan will be prepared by a competent and experienced contractor.

GFEL will provide a Traffic Management Plan to the Licensing Authority as soon as possible and subsequently at least four weeks before each event. The Licensee shall also forward evidence that the Avon and Somerset Constabulary and Somerset Highways have been consulted and are satisfied with the TMP to the Licensing Authority at least four weeks before each event.

GFEL will provide the detail of any actions planned in relation to the Traffic Management Liaison meetings to the Licensing Authority at least four weeks before each event.

1.9 Communications

Should it required, public safety information and notices can be given to the audience by means of announcements through the public address sound equipment. In addition safety, welfare and information signage will be displayed as applicable throughout the premises and this will include illuminated exit signs.

The Event Management personnel, key staff, security and event stewards will be provided with hand held radios to facilitate communication and information dissemination across the site throughout the event. Key personnel are likely to have possession of their own personal mobile phones and the appropriate telephone numbers will be made available / circulated as required. The Security office shall act as an 'Event Control' during the event and this would be the focus of liaison with external agencies if required.

1.10 Medical Plan

GFEL will provide the draft Medical and Welfare Plan to the Licensing Authority as soon as possible and subsequently at least four weeks before each event. The Licensee shall also forward evidence that the South Western Ambulance Service (NHS) Foundation Trust have been consulted and are satisfied with the Medical and Welfare Plan to the Licensing Authority at least four weeks before each event.

1.11 Welfare

The relatively short duration of the event is such that significant welfare arrangements over and above that which would normally be provided with regard to adequate medical provision are not envisaged. Any persons found to be suffering adverse effects from sickness and/or alcohol and/or drugs misuse will be referred to the medical staff on site.

Arrangements will be made for disabled persons to access the event site by means of a 'backstage / production' gate if so desired. There will be a designated disabled viewing platform. Disabled toilet provision will be made.

1.12 Sanitation arrangements

GFEL will provide sanitary accommodation to a level at least in accordance with The Purple Guide to health, safety and welfare at music and other events or to any subsequent nationally recognised standard.

All toilets shall be periodically inspected to ensure their proper working order and where necessary, remedial action shall be taken to maintain them in a clean and hygienic condition. It is anticipated that alcohol based hand sanitation maybe used as an alternative to wash hand basins and as such adequate signs will be displayed to indicate the correct procedure to be adopted. Satisfactory illumination shall be provided for all sanitary facilities.

Additional facilities shall be provided 'back of house' for staff and performers. Such facilities shall be in the form a minimum of 1 self-contained re-circulating toilet unit with minimum 3 female wc and 1 male wc with 2 urinals.

1.13 Camping Arrangements

No general public camping facilities will be provided. An area will be identified for members of staff and crew to camp for a limited period only – likely to be the night before and the night of the event. Within this area there shall be separation between

vehicles and tents. The 'restricted staff / crew only' camping area will be regularly patrolled and monitored by overnight security.

No sound systems will be allowed to be operated within the 'restricted' camping area.

It is also recognised that in reality some members of the public may require to seek rest and recuperation within their vehicles in the public parking areas for all or part of the night once the entertainment has ceased. Such behaviour shall not be encouraged, but overnight security will monitor the car park areas with a view to being able to assist should the need arise.

1.14 Site Layout, Venue Design and Structures

The site perimeter will be secured by means of a weld-mesh type 'block and panel' fence. There will be one main entrance gate to the event site with a number of 'emergency exit' gates commensurate with the evacuation plan.

Contractors will be appointed after consideration of their suitability and capability to undertake the required duties and/or provide the required goods and services. A 'sign off' will be required from contractors installing temporary power supplies, installing rigging equipment and erecting temporary structures. All certificates shall be available on site for inspection by the Licensing Authority. Temporary de-mountable structures on the Licenced Site are to be provided in accordance with the advice and guidance outlined in the Event Safety Guide

All temporary, demountable structures including stages, Marquees and barriers will conform to The Institution of Structural Engineers "Temporary Demountable Structures – guidance on Design, Procurement and Use" – Third Edition 2007

A bespoke front stage barrier shall be provided in accordance with Health and Safety guidance HSG195

Facilities on the Licenced Site shall be adequately illuminated at night. The various paths and exit routes at the site shall be kept clear of obstruction. Temporary tower lights, floodlights and/or festoon lighting shall be installed to ensure that the paths and exit routes are sufficiently illuminated.

1.15 Electrical and Gas Safety

All electrical installations and equipment are to be provided in accordance with the advice and guidance outlined in the Event Safety Guide. All generators shall be acoustically insulated in accordance with the manufacturer's specifications and/or acoustically enclosed and located so as to reduce the noise nuisance to the audience, staff and local residents.

All site electrical installations and generators shall be installed and checked by a competent electrician for compliance with current regulations. A sensitive earth leakage protection system (residual current device – RCD) shall be installed and maintained as may be reasonably required. When three phase generators are used, all reasonable steps shall be taken to ensure the safety of the public, staff and

performers including the provision of an earth spike of sufficient size to take the full load capacity of the generator and other equipment equal to or better than a suitable earth loop monitor shall be incorporated in the power circuit system. Generators shall be positioned such that they are not accessible to the public.

All stalls and/or catering outlets shall be inspected to ascertain the amount of LPG stored and in use. The amount of LPG stored on any stall/catering outlet shall not exceed that which can be reasonably expected to be used within the duration of the event. Any excess LPG cylinders found at any stall/catering outlet over and above the reasonable amount expected to be used within the duration of the event, or following receipt of a written request from an authorised Officer of the Licensing Authority, shall be removed from properly stored in a secure LPG store.

All traders intending to use LPG shall be made aware of the need to comply with current gas safety legislation.

1.16 Water Supplies

A constant, adequate and secured supply of water shall be available and maintained to all necessary areas of the site until all public have left the site at the end of the event. Owing to the nature of the site, water supply pipes cannot be buried but shall be positioned, where possible, along fence lines or similar routes in order to give some protection against damage, to reduce the risks of causing a trip hazard and to facilitate easy monitoring by event staff.

Drinking water shall be available free of charge at the medical facility and in the pit area. A sufficient supply of cups shall be available in these areas so that members of the public who are dehydrated can be given water to drink.

The Licensee shall provide information to the Licensing Authority confirming arrangements in place to ensure compliance with the Private Water Supplies Regulations 2009 for the water supply at least two weeks before the event.

2. THE PREVENTION OF CRIME AND DISORDER

2.1 General Assessment

Previous Pilton Party events have not given rise to significant levels of crime or disorder. The nature of the event is such that those attending are largely from the local community and this helps, to a degree, with regard to 'self-policing'. Sufficient security and stewarding personnel will be present to monitor and assist those attending with a view to maintaining low levels of anti-social behaviour.

2.2 Stewarding and Security Plan

GFEL will forward the draft Security and Stewarding Plan to the Licensing Authority as soon as possible and subsequently at least four weeks before each event. The Licensee shall also forward evidence that the Avon and Somerset Constabulary have been consulted and are satisfied with the Security and Stewarding Plan to the Licensing Authority at least four weeks before each event.

2.3 Entry and Search Policy

All persons entering the event site shall be required to be in possession of a valid ticket or authorised pass. Notices will be displayed informing attendees that no glass is allowed within the site and that the promoter reserves the right to search people prior to admission onto the site.

2.4 Eviction Policy

The promoter reserves the right to evict people who are deemed to be acting in an anti-social or threatening manner, or should they be reasonably believed to be under the influence of or in possession of illegal drugs, in possession of a weapon or in possession of glass bottles. In all cases of eviction, due consideration will be given to the welfare of the person being evicted and details of the eviction shall be recorded by the Security.

2.5 Alcohol Policy

It is noted that it is the duty of the licence holder to take steps to prevent drunkenness and disorderly conduct on the licenced premises. Bar staff shall be reminded of their duty regarding not to knowingly sell alcohol to a person who is drunk or appears to be drunk or to sell alcohol to a third party who is attempting to supply alcohol to a person who is drunk.

At each outlet where alcohol is available for sale to the public, the 'challenge 21' mode of operation shall be adopted. Namely, if there is any doubt or concern as to whether a person is aged 21 or below they should be asked for proof of age. All bar staff will be required to exercise all due diligence by rigorously adhering to age related restrictions and by asking for proof of age from any person about whose age there is any doubt. Examples of the forms of documentary evidence that would be acceptable are:-

- a) A photo driving licence
- b) A passport
- c) A proof of age scheme card which carries the PASS logo

A 'no proof, no sale' policy will be adopted and signs reinforcing the proof of age policy and highlighting the offence relating to the supply of alcohol to persons under the age of 18 will be displayed at each retail outlet.

2.6 Drugs Policy

A zero tolerance policy shall be adopted with regard to the supply or consumption of illegal drugs within the licenced premises. Assistance from the Police will be sought as applicable in this respect.

2.7 No Smoking Policy

The Licensee shall ensure that the Smoke Free legislation is promoted and enforced at the event.

3. PUBLIC SAFETY

3 (a) In the event of any accident, illness or injury, all actions shall follow in line with the Medical Plan - this is to be found in the Event Management Plan.

3 (b) To minimise any risk of harm from vehicular traffic, a Traffic Management Plan shall be put into place and shall be utilised throughout the duration of the event. This is to be found in the Event Management Plan.

3 (c) A Fire Risk Assessment has been created and shall be utilised throughout the duration of the event. This is to be found in the Event Management Plan.

3 (d) A Major Incident Plan has been created and shall be utilised if necessary during the event – this is to be found in the Event Management Plan.

3.1 Fire Safety

Under the requirements of the Regulatory Reform (fire safety) Order 2005, information will be available to the Fire Authority in the form of a fire risk assessment. Fire Safety Equipment shall be provided throughout the site in accordance with the requirements as determined by the risk assessment.

Within the Big Top marquee structure fire exits evenly spaced around the public area shall be provided commensurate with the fire risk assessment and evacuation plan. The maximum travel distance to the nearest exit shall not be more than 24m. Illuminated fire exit signs and maintained emergency lighting shall be installed sufficient to enable the public to see their way out of the marquee in the event of the failure of general lighting.

3.2 Major Incident Planning

GFEL will provide the draft Major Incident Plan to the Licensing Authority as soon as possible and subsequently at least four weeks before each event. The Licensee shall also forward evidence that all Category One responders have been consulted and are satisfied with the Major Incident plan to the Licensing Authority at least four weeks before each event.

3.3 Staff and Audience Exposure to Noise

GFEL will ensure that the public are made aware of the risk to their hearing by the playing of loud music by advance notice on the tickets, on the website and/or by appropriate signage at the event.

The Licensee shall ensure that the event equivalent continuous sound level in any part of the audience area shall not exceed 109 dB expressed as an LAeq, 1min and the peak sound pressure level shall not exceed 140 dB expressed as an LC, peak. The applicant shall demonstrate to the satisfaction of the Licensing Authority that these levels have been complied with by undertaking monitoring during the event

3.4 Special Effects and Pyrotechnics

Lasers are not envisaged to be used at the event. However, if subsequently, the use of a laser(s) is considered, they shall follow the advice given in the Health & Safety Executive Guidance Note PM19 – Use of Lasers for Display Purposes. The technical information required by the Health & Safety Executive Guidance Note PM19, shall be provided to the Licensing Authority not less than 3 days prior to the use of any laser on the site.

Smoke and vapour effects will only be employed if they are provided from either solid carbon dioxide (dry ice), liquid nitrogen , fog machines or portable carbon dioxide extinguishers. Care will be taken that equipment is placed, sited or used in such positions to ensure that there is no risk of burns to visitors, performers, artistes, technical crews or other persons, or any risk of any unacceptable high concentrations of gases which could cause asphyxiation to anyone.

All smoke machines shall be positioned away from exit routes and protected from unauthorised interference. The volume of smoke shall be kept to a minimum so as not to affect the escape routes, cause obstruction of exit signs or cause false alarms in any smoke detection systems. All smoke machines shall be controlled by a competent operator at all times.

All strobe light effects shall be operated on a flicker rate of not more than 4 flashes per second. Where more than 1 strobe light is in use, the flashes shall be synchronised. Where strobe lights are in use, warning notices will be conspicuously displayed.

Stage based theatrical pyrotechnic effects shall only be used in conjunction with the manufacturer's instructions and shall be fired by a competent operator. Adequate exclusions zones shall be established commensurate with the type of effect.

Fireworks are not envisaged to be used at the event.

3.5 Food and Drink

All food and drink vendors on the Licenced Site shall be authorised by the Licensee who shall ensure that all traders are reminded of the need to comply with current food hygiene and food safety legislation and shall ensure that traders comply with the requirements of the legislation before any food stall is allowed to commence trading.

The Licensee will exercise full control over authorised traders on site. If conditions are found to exist where market areas or individual traders put the health or safety of persons attending the event at risk, on receipt of a written request from an authorised Officer of the Licensing Authority, the Licensee will arrange for that trader to cease operations or otherwise comply with the requirements of the Licensing Authority. The Licensee will take immediate action to remove any unauthorised traders from the Licenced Site.

No food or drink shall be sold in glass containers.

A full list of food and other traders who will be present at the event will be submitted to the licensing Authority at least seven days before each event.

3.6 Employment of an Event Safety Coordinator

An Event Safety Coordinator shall be appointed, responsible for ensuring that all elements of the event are planned and implemented in accordance with the best practise set out in 'the purple guide' and whose duties & responsibilities shall include:-

- a) Liaison with volunteer groups, lead and sub-contractors and any self-employed persons to be employed by the Licensee at the Licenced Site to ascertain their competence.
- b) Inspection of the Licenced Site before and during the event and for load out and break down.
- c) Inspection of all structures and electrical services provided on the Licenced Site.
- d) Checking and obtaining all relevant certifications, safety policies, risk assessments, training records, employer's liability insurance and other relevant documentation.
- e) Detection and prohibition of any unsafe working practices, unsafe systems of work or unsafe and unfit equipment. All appropriate records of action taken are

to be kept and the Licensing Authority informed of any significant necessary action taken.

- f) Assisting the Licensing Authority's authorised Officers in the stopping of unsafe work practices or use of unsafe work equipment.

The Event Safety Coordinator shall have no other responsibilities or duties at, or outside of, the Licenced Site for the duration of the event. The Event Safety Coordinator shall be fully qualified, experienced and competent in event health and safety. Generic and site specific risk assessments will be prepared and included within the Health and Safety dossier.

4. THE PREVENTION OF PUBLIC NUISANCE

4.1 Risk Assessment

It is recognised that there exists the possibility of public nuisance in the form of potential 'rowdy' behaviour within the local area after the event has finished, however, previous Pilton Party events have not given rise to significant levels of public nuisance. The nature of the event is such that those attending are largely from the local community and this helps, to a degree, with regard to 'self policing'. It is the intention that the message to 'leave quietly' and to be 'mindful and respectful of local residents' will be given out to attendees via the PA at the end of the event.

4.2 Noise Management Policy

The event will employ PA services and systems supplied by a reputable professional specialist company. The PA system will be appropriate for the audience size. It will be a similar type and configuration as has been used for the previous Pilton Party events.

The Equivalent Continuous Sound Level in public areas shall not exceed 109dBA (Leq 1 minute). The peak sound pressure level in the public areas shall not exceed 140 dB. There shall be one central sound control area where all amplified music sources are ultimately controlled.

The music level shall not exceed the following:

1600hrs to 2300hrs not to exceed 75dB $L_{Aeq(15mins)}$

2300hrs to 2330hrs not to exceed 69dB $L_{Aeq(15mins)}$

2330hrs to 0030hrs not to exceed 65dB $L_{Aeq(15mins)}$

measured as a 15 minute Leq at the boundary with any noise sensitive premises. There shall be an arrangement for the front of house level to be continuously monitored as a 1 minute Leq at the mixer position. A programme detailing the noise monitoring regime shall be submitted to the licensing Authority for agreement no later than 10 days before the event commences.

Sound level monitoring equipment to IEC type 1 standard shall be provided at the mixing position. An Acoustic Consultant shall be employed to monitor sound levels and to direct reductions in the level if appropriate.

Notwithstanding that there are no plans for any additional noise sources (other than the stage PA system as outlined) at the event – the Premises Licence Holder, or a nominated deputy, shall take all reasonable steps to effect full control over all noise sources arising from the premises having particular regard to amplified and non-amplified music.

The Premises Licence holder or a nominated deputy shall, where necessary, arrange for the volume of any music to be reduced or the playing ceased if, in the opinion of the Licensing Authority, reasonable cause for annoyance is likely to arise or is occurring. The Premises Licence holder shall ensure that at least one such responsible person be available on the premises at all times (contactable by Officers of the Licensing Authority), whilst members of the public remain on the premises.

The public will be made aware of the risk to their hearing by the playing of loud music by advance notice on the tickets and/or by appropriate signage at the event.

4.3 Litter and Waste Management Policy

Sufficient skips and bins will be located throughout the event site and the full resources of the Glastonbury Festival litter and waste management department will be available to the event. Wherever possible it is the intention that waste re-cycling shall occur.

5. THE PROTECTION OF CHILDREN FROM HARM

5.1 Safeguarding Policy

GFEL will provide a suitable Safeguarding Policy to meet their duty of care to persons under the age of 18 years old. The policy must address arrangements to be in place for ticketing, admission, eviction and dealing with young persons under the age of 18 found in possession or under the influence of drugs and/or alcohol. The Safeguarding Policy shall be drafted in consultation with and to the satisfaction of the Licensing Authority and shall be forwarded to the Licensing Authority as soon as possible and subsequently at least four weeks before each event.

5.2 Monitoring alcohol outlets and reinforced briefing to bar staff etc.

Personnel involved with the sale and/or supply of alcohol within the site will be instructed to be especially vigilant with regard to refusing to sell or supply alcohol to persons under the age of 18 and to drunken persons. They will also be instructed not to sell or supply alcohol to persons whom they suspect may then pass on alcohol to persons under the age of 18 or drunken persons.

Security staff and event marshals will also be briefed to be on look out for persons under the age of 18 consuming alcohol on the premises with a view to stopping such consumption.

5.3 Proof of age policy

At each outlet where alcohol is available for sale to the public, the 'Challenge 21' mode of operation shall be adopted. Namely, if there is any doubt or concern as to whether a person is aged 21 or below they should be asked for proof of age. All bar staff will be required to exercise all due diligence by rigorously adhering to age related restrictions and by asking for proof of age from any person about whose age there is any doubt. Examples of the forms of documentary evidence that would be acceptable are:-

- a) A photo driving licence
- b) A passport
- c) A proof of age scheme card which carries the PASS logo

A 'no proof, no sale' policy will be adopted and signs reinforcing the proof of age policy and highlighting the offence relating to the supply of alcohol to persons under the age of 18 will be displayed at each retail outlet.

Annex 3

Conditions attached after a hearing by the licensing authority

None

Annex 4

Plans

Date of Grant: 9th June 2017

Date of Issue: 9th June 2017

Signed on behalf of Licensing Authority.....