

# Application for a premises licence to be granted

under the Licensing Act 2003

## PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We We Are The Fair Ltd

*(Insert name(s) of applicant)*

**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003**

### Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description Peckham Rye Park Peckham Rye			
<b>Post town</b>	London	<b>Postcode</b>	SE15 3JA

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£0.00

### Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
- i. as a limited company  please complete section (B)
- ii. as a partnership  please complete section (B)
- iii. as an unincorporated association or  please complete section (B)
- iv. other (for example a statutory corporation)  please complete section (B)
- c) a recognised club  please complete section (B)

- d) a charity  please complete section (B)
- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a statutory function or   
 a function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
I am 18 years old or over				<input type="checkbox"/>	Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
I am 18 years old or over <input type="checkbox"/> Please tick yes					
Current postal address if different from premises address					
Post town		Postcode			
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(B) OTHER APPLICANTS**

**Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.**

Name We Are The Fair Ltd
Address c/o [REDACTED] [REDACTED] [REDACTED]
Registered number (where applicable) 09327525
Description of applicant (for example, partnership, company, unincorporated association etc.) Private Limited Company
Telephone number (if any) [REDACTED]
E-mail address (optional) [REDACTED]

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
2	5	052019

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY
3	1	052021

Please give a general description of the premises (please read guidance note 1)

Peckham Rye Park and Peckham Rye Common together make up 113 acres of open recreational grassland, ornamental and water gardens, a lake and woodland. There is also a children’s play site and an older children’s adventure play ground. This application is limited to the area indicated on the attached site plan.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

9,999
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What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

**Provision of late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

**In all cases complete boxes K, L and M**

**A**

Plays Standard days and timings (please read guidance note 6)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon	11:00	22:00	<b><u>Please give further details here</u></b> (please read guidance note 3) <b>Plays may be performed as stand alone entertainment or as a back ground to wider entertainment.</b>		
Tue					
Wed					
Thur			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 4)		
Fri					
Sat	11:00	22:30	<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sun	11:00	22:30			

## B

Films Standard days and timings (please read guidance note 6)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon	11:00	22:00	<b><u>Please give further details here</u></b> (please read guidance note 3) Films may be shown as stand alone entertainment or as a back ground to wider entertainment.		
Tue					
Wed				<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 4)	
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sat	11:00	22:30			
Sun	11:00	22:30			

**E**

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) Live performances by artists as part of the festival’s entertainment program		
Mon	11:00	22:00			
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Sat	11:00	22:30			
Sun	11:00	22:30			

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3) Recorded music played by DJs and as back ground music		
Mon	11:00	22:00			
Tue					
Wed					
Thur					
Fri					
Sat	11:00	22:30			
			<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 4)		
Thur					
			<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sat	11:00	22:30			
Sun	11:00	22:30			



# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 3) Musical performances may be accompanied by dance		
Mon	11:00	22:00			
Tue					
Wed					
Thur					
Fri					
Sat	11:00	22:30			
			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 4)		
Sun	11:00	22:30			
			<b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sun	11:00	22:30			

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing MC, compere and the like		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon	11:00	22:00		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 3) MC, compere and the like		
Wed					
Thur					
Fri			<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)		
Sat	11:00	22:30			
Sun	11:00	22:30			
			<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b><u>Will the supply of alcohol be for consumption – please tick</u></b> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>State any seasonal variations for the supply of alcohol</u></b> (please read guidance note 4)		
Mon	11:00	21:30			
Tue					
Wed					
Thur					
Fri					
Sat	11:00	22:00			
			<b><u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sun	11:00	22:00			

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:**

Name ██████████	
Address ██████████ ██████████ ██████████ ██████████	
Postcode	██████████
Personal licence number (if known) ██████████	
Issuing licensing authority (if known) ████████████████████	

K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 8).

NONE

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)
Day	Start	Finish	
Mon	11:00	22:30	
Tue			
Wed			
Thur			
Fri			
Sat	11:00	23:00	
Sun	11:00	23:00	
			<b><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u></b> (please read guidance note 5)

**M** Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b, c, d and e)** (please read guidance note 9)

1. There will only be 1 event per calendar year, taking place for a maximum of 3 days.
2. There will be no amplified music or other entertainment after 22:30 on Sat or Sun and 22:00 on Bank Holiday Monday.
3. The maximum duration of events per day will not exceed 11.5 hours (Sat and/or Sun) and 11 hours (Bank Holiday Mon).
4. Each and every event would be presented individually to the Safety Advisory Group (SAG).
5. A Challenge 25 Policy will be in operation at all bars. Clear signage will be in place informing customers of this policy. The DPS will ensure that all staff are briefed on the acceptable forms of ID.
6. Events will be categorised as either '18+ Only' or 'Family Friendly'
7. Events categorised '18+ Only' will operate a 'No ID, No Entry' policy to guests, details of which are included in the ESMP. Challenge 25 will also be in operation at the entrance to the event.
8. Events categorised 'Family Friendly' will feature a comprehensive Child Welfare Policy which will be detailed in the Event Safety Management Plan.
9. Maximum capacities for events will be agreed with the SAG during the planning process.
10. Events will be ticketed and open to ticket holders only.
11. 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.
12. Locked amnesty bins shall be provided for the disposal of alcohol and other waste.
13. An event and site-specific Event Safety Management Plan (ESMP) will be developed and shared with the Licensing Authority and SAG.
14. The ESMP will include details on the following subjects: Event Risk Assessments, Event Schedule, Site Plan, Fire Risk Assessment, Security & Crowd Management Plan, Drugs Policy, Liquids Policy, Alcohol Management Plan, Traffic Management Plan, Egress Plan, Waste Management Plan, Medical Management Plan, Adverse Weather Plan, Crisis Communication Plan, Noise Management Plan, Egress Plan, Child Sanitation Plan, Welfare/Vulnerable Persons Policy  
These documents will be living documents which will be reviewed and revised in the planning phases of the events.

**b) The prevention of crime and 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. The ESMP Crowd Management Plan will outline the number, position and roles of the Security and Stewarding staff working at the event.
3. The Security & Crowd Management Plan will outline the details of the level of search on entry to be implemented.
4. Searches will be carried out by SIA Registered staff of the same sex.
5. The Drugs Policy will include New Psychoactive Substances (NPS) and No2/NOS/Nitrous Oxide. No2 will not be permitted on site and any found on entry will be confiscated.
6. Anyone found on entry with more than the agreed quantities for personal consumption (as outlined in the Drugs Policy) of controlled substances or NPS will be refused entry and the Police informed immediately.
7. Anyone found with an offensive weapon on entry will be refused admittance and the Police informed immediately.
8. Each bar on site shall have a dedicated bar manager or supervisor and team who shall be conversant with the requirements and responsibilities for the sale of alcohol and shall be given written designation of their responsibilities.
9. The DPS shall brief all bar staff before each event. A written record of this briefing shall be kept on site.
10. All drinks shall be sold in either opened cans, PET containers or decanted into polycarbonate vessels. No glass will be permitted into the public festival arena. Glass bottles will be retained behind bars for disposal.

### **c) Public safety**

1. An event and site-specific Risk Assessment and Fire Risk Assessment will be undertaken and implemented.
2. The PLH shall carry out a suitable and sufficient Medical 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.
3. All EMERGENCY EXITS, TOILETS AND FIRST AID POSTS shall be clearly indicated by means of signage, such that it is visible to attendees.
4. The appropriate type and number of fire fighting equipment shall be provided throughout the site. Locations and numbers will be specified in the ESMP.
5. A queuing system will be designed and implemented at the main entrance to minimise waiting time whilst maintaining crowd safety
6. Crowd Management Stewards tasked with entry lane queue management will wear Hi-Visibility tabards
7. Loudhailers will be deployed at the entrance to assist Stewards in providing information to customers regarding delays and other pertinent information
8. An agreed number of Stewards and Marshals will be deployed to manage the egress phase of the events. These Stewards and Marshals will wear Hi-Visibility tabards and will also be supplied with loudhailers. The number, role and position of these staff will be detailed in the Security & Crowd Management Plan, Egress Plan and Traffic Management Plan.
9. The Egress Plan and Traffic Management Plan will take into account any service disruptions to local rail services and any subsequent rail replacement bus services.
10. The Egress Plan will be submitted to the SAG for approval a minimum of 6 weeks prior to the event.
11. The Traffic Management Plan will be developed following consultation with Southwark Highways and Parking departments as well as TfL. The Traffic Plan will be adhered to during the event.

d) The prevention of public nuisance

1. No vehicles or generators will be placed beneath trees and event infrastructure will not be positioned where it may be possible to damage tree roots or canopies.
2. No waste glass or similar items shall be disposed of (“bottling out”) between the hours of 20:00 – 08:00
3. A qualified and suitably experienced Noise Management Consultancy will be appointed to produce a Noise Management Plan (NMP) and provide representatives on site during the live hours of the event.
4. Noise levels will be maintained in accordance with the Noise Management Plan within the maximum levels expected to be between 67dB and 73dB without exceeding 75dB at anytime at the façade of local residential properties. All dB readings shall be available for inspection by MPS and Southwark Environmental Protection Officers.
5. 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. This is to include local businesses that may be affected by attendees to the event during ingress and egress
6. A noise “hot line” number will also be included to allow residents to contact an event representative should they need to make a complaint during the event.
7. The PLH shall have in place an arrangement (contract) with a reputable Waste Management Company to manage the event site and externally affected areas for the duration of the event and a post event clean up.



e) The protection of children from harm

'18+ Events':

1. The event will be a ticketed, 18+ music festival.
2. No person under the age of 18 will be permitted to enter the event site.
3. The event will operate a 'No ID, No Entry' Policy.
4. A Challenge 25 policy will be in force at all festival bars.
5. A Child Welfare and Vulnerable Person procedure will be in place and will be detailed in the ESMP. This will outline action to be taken in the event that under 18's attempt to gain entry to the event or are discovered within the event perimeter.

'Family Friendly Events':

6. Children are to be supervised by an adult at all times. Parents/Carers will be responsible for their children.
7. Any child under the age of 16 must be accompanied by an adult (over the age of 21).
8. Each adult will be allowed to be responsible for a maximum of 3 children (U16).
9. Wristbands will be provided on entry to all children to allow parents/carers to write their phone number on the inside of the wristband.
10. A dedicated Lost Children point will be set up and manned by DBS checked staff (minimum of 2 on duty).
11. A Challenge 25 policy will be in force at all festival bars.
12. A Child Welfare and Vulnerable Person procedure will be in place and will be detailed in the ESMP.

**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**

**Part 4 – Signatures** (please read guidance note 10)

**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 11).  
**If signing on behalf of the applicant, please state in what capacity.**

Signature	[REDACTED]
Date	26/11/2018
Capacity	Robert James Dudley – Company Director

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant’s solicitor or other authorised agent** (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

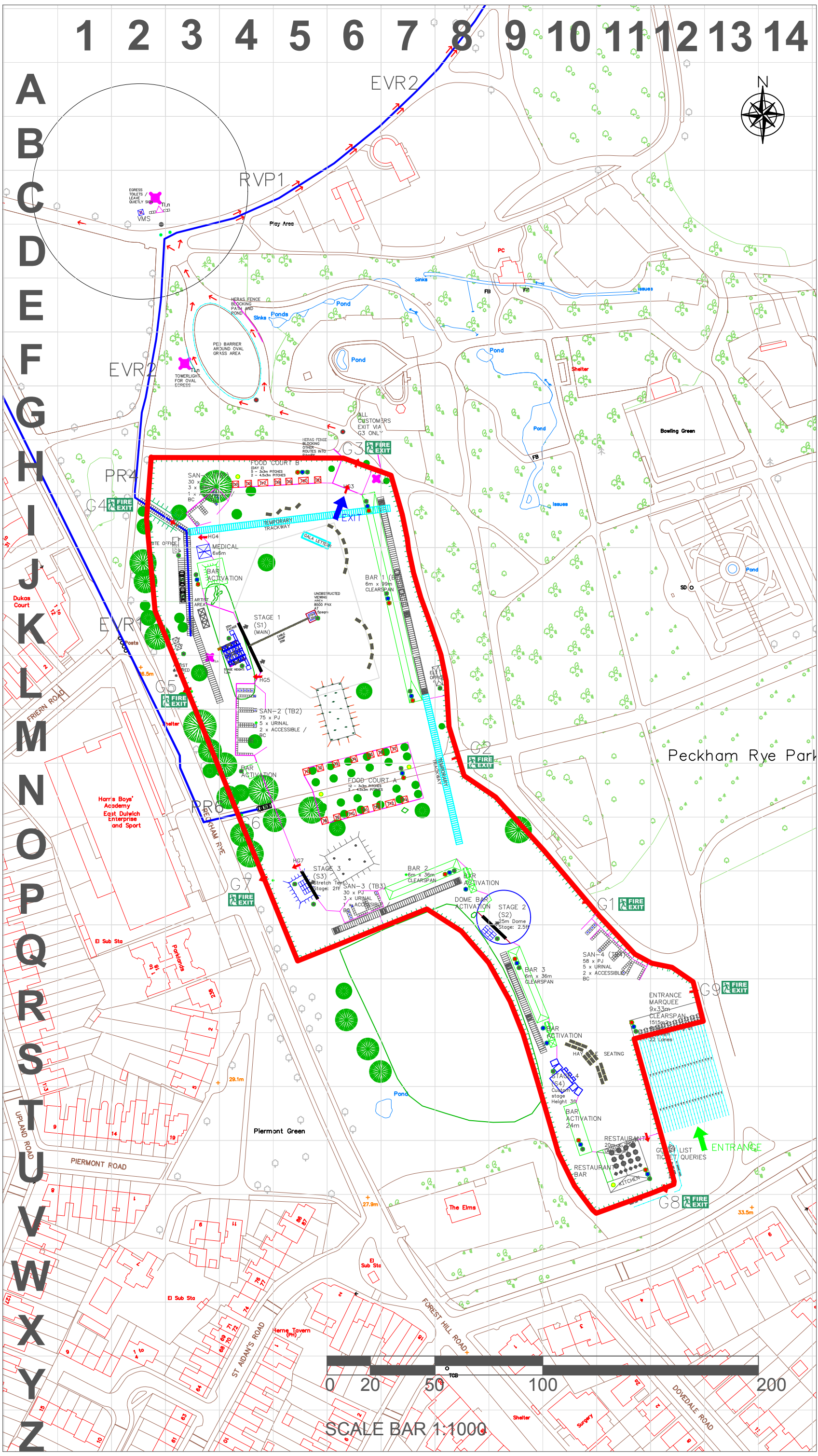
Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13) Rob Dudley [REDACTED] [REDACTED] [REDACTED]			
Post town	[REDACTED]	Postcode	[REDACTED]
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) [REDACTED]			

**WE ARE THE FAIR**  
**GALA FESTIVAL 2019**  
 Sunday 26th MAY

**JAM ON RYE 2019**  
 Monday 27th MAY

**PECKHAM RYE PARK**

51.457103, -0.063472  
 25m GRID



**-Key-**

- Bars
- Toilets
- Heras
- Ped Barrier
- Steel Shield
- MET Barrier
- Stages
- Traders
- Fire Exits
- EVR
- LICENSING LINE
- Permanent Trackway
- Temporary Trackway
- CO2 Fire Extinguisher
- Water Fire Extinguisher
- Powder Fire Extinguisher
- Wet Chem Extinguisher

Drawn by: Rami Ali  
 Checked by: Yas Galletti  
 Version: v1.2  
 Date: 22/11/2018 **THE FAIR**



# **EVENT SAFETY MANAGEMENT PLAN**

PECKHAM RYE PARK, PECKHAM RYE, LONDON 26-27.05.2019

VERSION:	V1.4	
CREATED BY:	RAMI ALI	PRODUCTION MANAGER
CHECKED BY:	ROBERT DUDLEY	SAFETY ADVISOR
VERSION DATE:	22.01.2019	

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## GALA - LOCATION



## TENS / PREMISES LICENCE

An application has been made for a Time Limited Premises Licence for three years (25/05/2019 – 31/05/2021) to cover to the following licensable activities:

Regulated Entertainment –

- e. Live Music
- f. Recorded Music
- g. Performance of Dance
- h. Anything of a similar description to e, f, g

Sale by Retail of Alcohol

The times that the licence is restricted to are:

Regulated Entertainment

Saturday and Sunday 11:00 – 22:30

Bank Holiday Monday 11:00 – 22:00

Sale of Alcohol

Saturday and Sunday 11:00 – 22:00

Bank Holiday Monday 11:00 – 21:30

The maximum capacity of the event will not exceed 9,999, inclusive of all persons on site.

## AUDIENCE PROFILE / EXPECTED ATTENDANCE

The maximum capacity of the event will be 9,999 including artists, crew and contractors. It is expected that there will be around 9,399 ticket holders and 600 artists, crew and contractors.

The majority of the audience age range is expected to be 21 – 45 with a 50/50 F/M split.

The event will be ticketed and only open to persons over the age of 18.

If the event has not sold out in advance, there will be a facility on site to allow on the day purchases of tickets.

## TICKETS

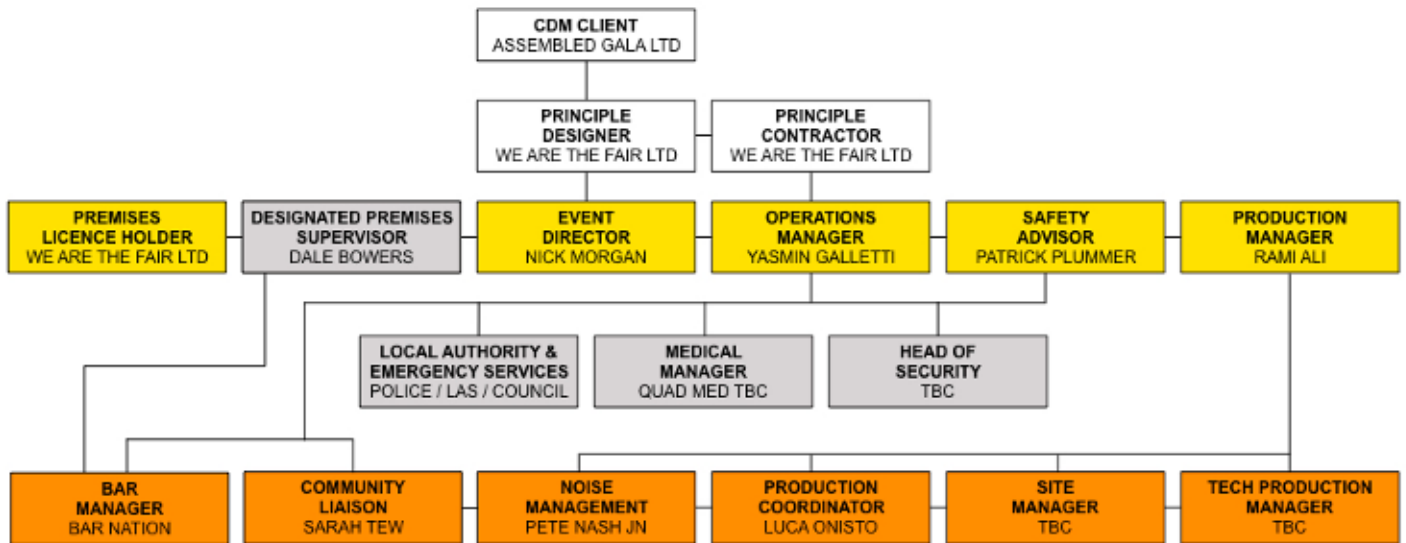
GALA DAY 1

£30 / £35 / £40 / £50 / £60

Jam on Rye DAY 2

£20 / £25 / £30 / £40 / £50 / U12 Free (max 3 pp) / Teen (13-17) £15

## SAFETY COMMAND STRUCTURE



## KEY PERSONNEL CONTACTS

Name	Role	Telephone	Email
Nick Morgan	Event Director	[REDACTED]	[REDACTED]
Yasmin Galletti	Operations Manager	[REDACTED]	[REDACTED]
Rami Ali	Production Manager	[REDACTED]	[REDACTED]
Patrick Ross-Plummer	Safety advisor	[REDACTED]	[REDACTED]
TBC	Site Manager	[REDACTED]	[REDACTED]
TBC	Head of Security	[REDACTED]	[REDACTED]
Charlie Simm	Southwark Events	[REDACTED]	[REDACTED]
Annie Whyte	Southwark Events	[REDACTED]	[REDACTED]
Wesley McArthur	Southwark Licensing	[REDACTED]	[REDACTED]
Dale Bowers	Bar Nation – DPS	[REDACTED]	[REDACTED]
Production Coordinator	Luca Onisto	[REDACTED]	[REDACTED]
Mark Furneaux	Event Medical Manager	[REDACTED]	[REDACTED]
TBC	London Metropolitan Police	[REDACTED]	[REDACTED]
TBC	TFL	[REDACTED]	[REDACTED]

## DURATION OF EVENT / HOURS OF ENTERTAINMENT

**Build day 1** – Monday 20<sup>th</sup> May 2019 – 08:00 – 20:00

**Build day 2** – Tuesday 21<sup>st</sup> May 2019 – 08:00 – 20:00

**Build day 3** – Wednesday 22<sup>nd</sup> May 2019 – 08:00 – 20:00

**Build day 4** – Thursday 23<sup>rd</sup> May 2019 – 08:00 – 20:00

**Build day 5** – Friday 24<sup>th</sup> May 2019 – 08:00 – 20:00

**Build day 6** – Saturday 25<sup>th</sup> May 2019 – 08:00 – 20:00

### Live event days:

Gala – Sunday 26<sup>th</sup> May 2019 11:00 – 23:00

Setup – 08:00 – 12:00

Vehicle curfew – 10:30

Doors open – 12:00

Last entry – 20:00

Music off: Stage 4 – 21:45

Music off: Stage 3 – 22:00

Music off: Stage 2 – 22:15

Music off: Main Stage – 22:25 (one more tune) – 22:30

Bars close/ Catering shuts – 22:00

Curfew – 23:00

Jam on Rye - Monday 27<sup>th</sup> May 2019 11:00 – 22:30

Setup – 08:00 – 12:00

Vehicle curfew – 10:30

Doors open – 12:00

Last entry – 20:00

Music off: Stage 4 – 21:30

Music off: Stage 3 – 21:45

Music off: Stage 2 – 21:00

Music off: Main Stage – 21:55 (one more tune) – 22:00

Bar close/Catering shuts 21:30

Curfew – 22:30



**Break down day 1** – Tuesday 28<sup>th</sup> May 2019 – 08:00 – 20:00  
**Break down day 2** – Wednesday 29<sup>th</sup> May 2019 – 08:00 – 20:00  
**Break down day 3** – Thursday 30<sup>th</sup> May 2019 – 08:00 – 20:00  
**Break down day 4** – Friday 31<sup>st</sup> May 2019 – 08:00 – 20:00

## EVENT OVERVIEW

### **Day 1 – Gala**

GALA is a one-day independent music, culture and arts festival which showcases the best food, drink and music from South East London and the surrounding areas. Gala launched in 2016 at Brockwell Park. This year the will be its second year at Peckham Rye Park.

The event is bringing together a selection of the area's diverse and respected restaurant, bar and club culture in a festival / fete format. As well as providing a sense of community to local residents, GALA will draw new visitors to the area to experience Southwark and what it can offer.

The event will feature food vendors, bars, main stage for headline acts, a second stage which will feature local DJs / acts, and a third and fourth stage featuring World music.

The event is for adults' aged 18 and over, and the event is proposed to run for a maximum licensed capacity of 9,999. In 2018 it was agreed that there would be a maximum of 8000 tickets issued. For 2019 we intend to sell 9200 tickets for Gala. For Jam on Rye the anticipated number of attendees will be IRO 7000 - 8000.

This is a ticketed event, with tickets available from a number of Resident Advisor leading up to the event, and from a dedicated box office from 11:00 on the day of the event (in the event that it is not sold out).

### **Day 2 – Jam on the Rye**

Jam on Rye returns for its second year in 2019 with its core focus on showcasing great emerging talent in music, food and arts. Across four stages they will be programming sounds from around the world, promoting new talent alongside local legends and established artists. The food is curated by KERB; bringing together a selection of their best traders with local restaurants and brands. As well as a programme of arts and crafts, they are creating a festival for people of all ages from the Peckham and wider London community

## ARENA PLAN

To accommodate the increase in capacity for 2019 the site will be slightly extended to the south of the site boundary in 2018. There will be an additional stage this year which is low capacity open-air stage. Special consideration will be taken during the design process with concern surrounding ecology in the park.

Main Stage – an open-air stage (approx. 15m wide)  
Second Stage – covered dome stage (approx. 25m diameter)  
Third Stage – a stretch tent stage with additional cover for attendees  
Fourth Stage – amphitheatre style outdoor stage with seating TBC

## **ARTISTS**

The promoter is still in the process of confirming artists but offers have been made for the below artists.

### **GALA (TBA):**

Beautiful Swimmers  
Chez Damier  
Crazy P live  
Dan Beaumont  
Dan Shake  
Gerd Janson  
Honey Dijon  
Horse Meat Disco  
Jaye Ward  
Mafalda  
Midland  
Mr Scruff  
Palms Trax  
Raw Silk  
Red Greg  
Sassy J  
Young Marco  
\*Other artists tbc

### **Jam on Rye (TBA):**

Kelis  
Soul II Soul  
Trojan Sound Sytem  
Kokoroko  
Peckham Gospel Choir  
Zilo  
Grrrl  
\*Other artists tbc

## **SITE PLAN**

See **Appendix B**

## **SITE ENTRY**

Festival Representatives will be positioned in key areas of Peckham Rye Park to ensure customers are directed towards the entrance of the event.

A queue system will be set up at the site entrance to accommodate customers so that they do not spill out into the wider park. We will be using straight queuing lanes rather than Disney as we found guests did not use all the space within the Disney queue meaning the queue spilled out the designated queuing area.

Queue system will lead to individual lanes to allow for customers to have their tickets scanned and then proceed to search. Customers will be subject to a search on arrival.

A box office will be located near the entrance to handle any ticket purchases or queries on the day.

## TRANSPORT LINKS

**By Bus** –P12, 78, 37, 484 Nunhead Lane; 343, 484, Peckham Rye or Strakers Road; 12, 197, 63, 363 Peckham Rye or Forest Hill Road; 112, 176, 185, 40, 312, P4, P13 Lordship Lane

**By Train** – Peckham Rye (London Overground, South Eastern), East Dulwich (Southern), Nunhead (South Eastern), Honor Oak Park (London Overground)

**By Car** – GALA will advise customers to use public transport, though there will be a drop-off and pick up being managed by a suitably experienced traffic management company.

## SITE EGRESS

A phased close will be in operation at the festival. Please reference the Egress Plan (**Appendix J – to follow**).

Bars and catering will all cease trading at 22:00 on Sunday and 21:30 on Monday.

By operating a phased closure, some customers will begin exiting the event from 21:00 helping to minimise the impact on local transport links and the number of pedestrians leaving the event at one time. Due to the relatively small numbers involved, it is not expected that egress will cause an issue.

A PUDO (pick up drop off point) has been established for taxi's and car drop offs. This is included in the Traffic Management Plan (**Appendix I – to follow**).

Egress at 2018's event did not cause significant issues on the surrounding area, despite the primary transport hub (Peckham Rye) being unavailable during the event.

## PROVIDERS AND SUPPLIERS

Item	Company	Contact	Number
Bars	Bar Nation		
Creative	TBC	TBC	TBC
Dome	The Dome Company		
Fencing	TBC	TBC	TBC
Fencing (Steel Shield)	TBC	TBC	TBC
FFE	The Fair		
Food Court	Gala/Kerb		
Marquees	TBC	TBC	TBC
Medical	Mobile Medical		
Noise Monitoring	Joynes Nash		
Traffic Management	TBC	TBC	TBC
Plumbing & Water	TBC	TBC	TBC
Portacabins	TBC	TBC	TBC
Power	SWG Power LTD		
Radios	EARS PLC		
Security	TBC	TBC	TBC
Staging & Lighting	TBC	TBC	TBC
Audio	TBC	TBC	TBC
Toilets	TBC	TBC	TBC
Waste Management	TBC	TBC	TBC

## CATERING

Public catering will be provided by approved outlets, situated around the event. Full details of the suitability and levels of staff training for these caterers will be supplied in advance together with details of which LA they are registered as a food business with. Catering will be procured and managed across both days by KERB Food Ltd.

The Fair will collate all relevant documents including Gas Safe Certificates, Insurances, RA/MS, PAT Certificates, Staff Training Records, COSHH Records, SFBB/HACCP Records etc.

Bars located within the event will be selling both alcoholic and non-alcoholic drinks. Bars will be operated by competent festival bar operator; Bar Nation.

A challenge 25 policy will be in operation at all bars. All drinks will be served in either PET bottle, polycarbonate or opened cans. No glass will be allowed in the arena.

## SECURITY AND STEWARDING

Adequately qualified and competent SIA Security and Crowd Safety Stewarding professionals will be provided – Company TBC.

A Crowd Management Plan (including Search Policy, Drugs Policy, Ejection Policy and Crime Scene Preservation Policy) is attached (**APPENDIX H – to follow**).

## EVENT CONTROL

**Overview** - Under normal conditions, management of the event will be undertaken by the Event Director, Operations Manager, Production Manager, Head of Security and Safety advisor (The Event Management Team).

The function of Event Control is to oversee the smooth running of all aspects of the event and to deal with any Untoward Incidents that may arise. The ultimate authority for cancellation or suspension of the event will rest with Event Control, however it is anticipated that a team approach to decision making (comprised of Event Control and appropriate members of the Event Management Team dictated by the situation) will be employed both in normal, and emergency conditions.

### **Operation of Event Control during Normal Conditions**

- All management teams will relay key decisions to Event Control as a matter of course, throughout the event. Event Control will be continuously staffed by a representative of the Security team. Event Control will log all radio calls and manage deployments and responses as required. Representatives from Met Police, LAS, LFB, First Aid Cover Ltd and the Event Management Team, Southwark Council and relevant voluntary agencies may be in attendance as required and will have direct radio contact with the Production Managers and the Safety advisors.

Please reference Emergency Procedures Plan (**Appendix M – to follow**) for details of the event operations during an incident occurring.



## PRODUCTION/ AVAILABILITY OF RISK ASSESMENTS

All contractors, suppliers, providers, caterers are to provide their own risk assessments and fire risk assessments relating to their individual operations. There are also

**Site Risk Assessment – (APPENDIX C – to follow)**

**Fire Risk Assessment – (APPENDIX D – to follow)**

## FIRST AID PROVISION

Medical provision for the event is being provided by Mobile Medical.

All staff working at this event will be trained in moving and handling, in accordance with their current qualifications.

For this event, the following level of cover is suggested:

- 1 x A&E Ambulance
- 8 x First Aider
- 2 x Ambulance Personnel
- 1 x Medical Manager

There will be one marquee on site for First Aid and Medical Treatment (6m x 6m). A clean exit and ambulance parking will be available directly behind the medical tent.

Free bottled water will be available in the medical tent.

In addition to the live provision, there will be a qualified first aider on site during the build and break.

A detailed Event Medical Plan is attached (**APPENDIX E – to follow**)

## ACCESSIBILITY PROVISION

The site is well accessed by hard-standing roads. In all the Stages, Stewards will allow customers in wheel chairs to view stage performances from side of stage if that is preferred. This may be to the side of the front of stage barrier (where crowd density allows ease of movement) or from the side of the pit area (accompanied by a Steward).

There will be 5 easy-access unisex disabled toilets on site with codes which will be available from security or the medical tent. The code will only be given to those who appear to present a requirement for use. There will be a security member close to each toilet block so there is no requirement for additional travel around the site to get the code.

Both Gala and KERB are offering free carer tickets to people with accessibility needs.

There will be wide a wide lane for access to the event to ensure that those requiring wheelchair access can enter the event suitably.

## **PROTECTION OF CHILDREN**

Children under the age of 18 will not be permitted to the festival site for Gala on Sunday 26<sup>th</sup> May. The festival website and Facebook page both state that the event is 18 and over only. All security staff who may come in to contact with persons under the age of 18 attempting to enter the site are DBS/CRB checked.

In the event of persons under the age of 18 attempting to enter the site, the Head of Security, Production Manager and the Safety advisor will liaise to decide upon the best course of action, be that contacting the persons' parents or Police or simply refusing entry.

On Monday 27<sup>th</sup> May the event will be open to all ages. All children under 16 must be accompanied by an adult (over 21 years old) there is a maximum of 1 adult per three children. Paper wristbands will be given to children on arrival to write their supervising adult's contact details on and adults will be given wristbands for use at the bar. The bar will operate Challenge 25 on both days.

## **TOILET PROVISION**

Based upon an attendance of 9,999 with a 50% / 50% F/M split, the Purple Guide recommends the following toilet provision:

Female WC 67  
Male WC 13  
Male Urinal 54  
Accessible 3  
Toilet Attendant on site

The provision on site is suggested as follows:

Unisex WC 130  
Male Urinal 72  
Accessible with baby changing facilities 6

Exterior of event: Additional toilet facilities will be added to the exterior of the event for use during the ingress and egress, especially on key external pedestrian routes with the addition of scrimmed urinals for 2019. There will be an increase of toilets just before the location of the Oval (Grid Ref: C2) We are also aware of urination hot spots at Piermont Green & Friern Road.

In addition, there will be additional toilets provided in BOH locations for crew and staff working at the event.

The toilet provider will also supply on site staff during the live phase of the event to replenish disposables, carry out emptying of the units and conduct cleaning.

## **USE OF SPECIAL EFFECTS**

TBC. Details of any SFX in use at the event will be provided to the Local Authority in advance. At this stage there are none anticipated.

## **HEALTH AND SAFETY THROUGHOUT EVENT**

The Fair has been appointed to undertake the risk audit for the event and monitor H&S throughout the live event. The Fair and Big Cat Group management have over 40 years combined experience of event management and risk auditing and have the following NEBOSH and IOSH certification:

CIEH – Professional Trainer  
NEBOSH – NCG1, NGC2, NGC3  
IOSH – Managing Safely  
IOSH – Directing Safely  
IOSH – Managing Safely in Events and Exhibitions  
NVQ Level 4 – Spectator Safety Management  
BA (Hons) – Crowd & Safety Management

During this event the role of the Safety advisor will include:

- Monitoring of contractors
- Liaison with contractors, self-employed persons on site, and the health and safety enforcement authorities;
- Preparation, as necessary, and monitoring of site safety rules;
- Checking of appropriate certificates in relation to electrical installations, temporary structures, fire, etc.
- Monitoring and coordinating safety performance;
- Advising the Production Manager of the occurrences of unsafe work and/or the use of unsafe equipment;
- Assisting the Production Manager in stopping such unsafe work or the use of unsafe equipment;
- Liaison, as and where thought necessary and appropriate, with the Local Authority Personnel, etc. during the event.

## **ELECTRICAL SYSTEMS**

All power requirements will be sourced from generators and temporary supplies installed and maintained by competent event supplier.

Hand held tools should, where possible, be 110V or battery operated. Where this is not possible, and for other hand held equipment, residual current devices having a 30mA tripping current and a maximum operating time of 30 milliseconds should be used. Test buttons should be incorporated.

All cables associated with the lighting/small devices will be located away from public walkway areas as appropriate.

Portable equipment shall be covered by current PAT test where appropriate.

The electrical provider will certify the electrical installation prior to use. Sign off will be available to authorities in the site office of the event.

## NOISE MANAGEMENT

A Noise Management Plan (**APPENDIX F – to follow**) will be prepared and agreed in advance of the event by a suitably qualified and competent noise management consultant. This will outline the measures that will be taken to minimise noise nuisance caused by the event. This will include:

- Consideration to the positioning of stages in regards to sound direction
- Details of resident's letter to be distributed outlining the nature of the event
- Hotline number for noise issues on the day
- Consideration to be given to bass frequencies
- Consideration to be given to vocal PA's
- Details of the responsible person(s) on site

The noise consultants will be on site throughout the duration of the live event, monitoring dB levels at both FOH and agreed off site locations. The consultants will be in contact with the Production Manager and Sound Engineers and will be able to respond to noise nuisance issues should they occur and take remedial action, such as instructing the engineers to reduce the overall volume or adjust specific frequencies.

## TEMPORARY AND DEMOUNTABLE STRUCTURES

There will be a number of TDS in use at the festival, including stretch tents, marquees, gazebos, geometric domes and stages.

All structures shall be sited and assembled/ erected by the chosen supplier and shall be checked and signed off as being correctly erected and safe for use by a competent employee of the supplying company, these will be reviewed by the Safety advisor prior to use.

All relevant certification, assessments and method statements will be collected by the Safety advisor prior to the event, failure to do so will result in a delay or refusal to install.

A copy of the sign off documentation must be supplied to the organiser before use of the structure may begin.

Full details of structures in use on site will be provided to Building Control in advance of the event and a Section 30 application made.

## FENCING / BARRIERS

A mix of steel shield, heras fencing and crowd control barriers will be used for securing and demarking the event. The location and extent of each type will be shown on the site plan for the event.

Steel shield fencing will be used to create the site perimeter and heras fencing will be used to create boundaries within the event site. To mitigate against surges of strong wind, supports will also be installed in areas where wind could be a factor.



Crowd barriers - crowd control barriers will be installed to provide queue lanes and to prevent access behind catering units etc.

Pit barrier – front of stage crash barrier will be installed at the front of the main stage with a 2m pit to separate audience from the performance space. All barriers will be secured and any gaps underneath will be filled using wood chip.

## **GENERAL CLEANING / WASTE DISPOSAL**

General Cleaning and Waste Disposal will be provided by a suitably experienced festival cleaning company and in 2019 there will be a dedicated waste management team whose role is to solely monitor external areas. There is an increase in the external catchment area for 2019 - TBC

Refuse bins will be distributed around the site and in addition RoRo skips will be positioned BOH.

During the live event there will be a team of litter pickers working throughout the event site. The contractor will be responsible for the internal boundary of the event as well as cleaning the surrounding area of the event site within the wider park. A handover will be done at the end of the breakdown of the event to a member of Southwark Events / Parks to ensure that they are happy with the cleaning of the park.

### **Cable Ties**

In order to combat the littering of cable ties across the festival site, we will input the following actions.

Cable ties used by the production team will be bought in bright colours (e.g. red and yellow) so they are easier to see and therefore easier to litter pick.

Suppliers will also be encouraged to adopt this policy in the supplier pack, which will be sent out in advance of the festival build. Suppliers will also be informed that they are responsible for making sure cable ties they use are collected for disposal. Suppliers will be warned about fines for littering in the supplier pack and H&S induction, which will act as a deterrent.

One litter picker will be responsible for collecting cable ties pre and post show. They will be directed to specific areas by the Production Manager where cable ties are being used and they will carry out a thorough pick in these areas. These areas will be marked on the site plan for the "cable tie picker" to use post event. High cable tie use areas are usually along heras fence runs with scrim or in stage areas with large décor sets.

Cable ties will be collected separate to other waste so they can be recycled separately.

## **SUSTAINABILITY POLICY & ENVIRONMENTAL PROTECTIONS**

With reference to the proposed licencing conditions, We Are The Fair (WATF) will take all necessary measures to ensure that sustainable practices are adopted and maintained during the events, and that the use of single use plastics is minimised. We appreciate the need to work in a manner that is sustainable, and limit our environmental impact including our carbon footprint. At all times we will endeavour to comply with United Kingdom Law and legislation BS8901 Sustainability in Event Management.

### **Pre-Event - Bar and Catering Information**

- We have asked our bar operator to ensure that plastic straws are not available on site. Paper straws are available at the request of the customer.

- We will ask that bars and food vendors serve in only biodegradable containers, cups and bags for life etc.
- We will ask bars and food vendors to avoid all plastic packaging, including cling wrap, plastic bags or similar in the purchase, sale, distribution and transport of food or goods that are available at the event.

### **Pre-Event – Customer Information**

- KERB will encourage attendees, via website and email to bring their own re-usable water bottles to the event.

Our waste management company TBC will work to ensure that our event stays clean, tidy, safe and environmentally friendly. We have a commitment to recycle, reclaim or reuse all waste and to substitute polluting substances with 'greener' alternatives where possible. While the clean-up is taking place dust, smoke, noise and vibration will be kept to an absolute minimum and no liquid pollutants will be permitted to enter water courses.

Our power company, SWG Power take a proactive approach to sustainability through the monitoring of equipment on site and the production of energy analysis reports on generator and fuel usage. The wide variety of generators in the SWG fleet enable clients to choose the generator that effectively serves consumption levels and this coupled with the monitoring and analysis services facilitates a saving on fuel.

Our bar company, Bar Nation are working actively to prevent the use of single use plastics across all bars at the event. In partnership with the local breweries, plastic straws will be banned from the festival site and it has been agreed that all drinks will be served in 100% recycled or renewable Vegware which is completely compostable. In addition to this Bar Nation are ensuring that all back of house bins have toppers to make recycling easy for all staff. Bar Nation will also sell 100% recyclable Can'O'water as opposed to plastic bottled water and at KERB.

### **ACCESSIBILITY POLICY**

WATF are committed to producing events that are accessible to all users. Our approach is in line with the Equality Act 2010 and the subsequent clarifications outlined in the Equality and Human Rights Commission's Statutory Code of Practice for "Services, public functions and associations". Beyond our legal obligations we have consulted with Attitude is Everything to discuss how we can make improvements to ensure our events provide fair and equal service for deaf and disabled customers.

#### **On-Site**

These events are located at Peckham Rye Park. The festival site has a gentle incline and the ground is generally level, although there are some areas where the ground may be uneven. It is likely that in poor weather conditions the site may become muddy and water-soaked – it is not a stadium or hard flooring.

#### **On Site Facilities**

- Toilets - We will have accessible toilets at each toilet block – these will be coded to ensure they are only used by those who need to. The code will be available at the Medical Tent and with security.
- KERB will have facilities for baby changing
- Stage Viewing – wheelchair users will be able to watch performances from the side of the stage accompanied by a security personnel. You or your carer just needs to let the security close to the stage know that is your preference.
- Wide Entry Lanes – there will be wide access entry lanes.
- Carer Tickets – free carer tickets are available for those who require them.



## ADVERSE WEATHER CONDITIONS

As the event is open air our customers are prepared for inclement weather being a possibility. Communication to customers by GALA is carried out by Facebook/Twitter, meaning a real time update can be sent to them. We are able to advise them to dress appropriately for conditions, be that either rain (wear water proofs, wellington boots etc) or sun (bring sunscreen, keep hydrated).

**Extreme Rain** – Persistent heavy rain during the weeks leading up to the event date or during the event itself can lead to localised flooding and unstable ground conditions in some areas. This can have an adverse effect on the event.

Ground conditions for temporary demountable structures: Though the anchorage for the marquee/tent structures used for the event should be sufficient to hold during wet weathers, advice from the marquee/tent company should be sought. The TDS will be placed in areas least affected by standing water.

Vehicle movement – some of the grassy areas may become water soaked and unusable, especially if several vehicles have to pass over the same area, creating a mud hole. Temporary trackway will be available on site to lay down to allow unobstructed vehicle movement. Woodchip, sand or other materials will be available to fill “mud holes” or particularly boggy areas that develop. In 2019 there will be increased use of temporary and semi-permanent trackway to alleviate any concerns with ground damage in “boggy” or flood prone areas. Extra care and diligence will be taken in the event of adverse weather.

The site electrician will ensure that all power connections are properly earthed and meet BS7909 meaning that connections and distribution will not be affected by the wet conditions.

All TDS will be checked on a regular basis during extreme rain to ensure that they remain stable.

**Extreme Heat** – During extended periods of sun and high temperatures it is necessary to consider the welfare of all persons on site, both public and staff/crew. Dehydration, sun burn and heat stroke are always a possibility. Drinking water is available at first aid and all bars. Staff and crew will have areas of shade and rest and access to fresh, wholesome drinking water. Concessions will have a supply of bottle water and other liquids on sale. There are various tented structures on site for attendees to use for shade. Medical and welfare facilities will have a backup supply of sun cream available to hand out to those in need. The medical personnel will be prepared to treat cases of sunburn and heat stroke should they present themselves.

**Extreme Wind** – As well as watching reliable weather forecast web sites, anemometer readings will be taken by the Production Manager and Stage Crew Bosses as a matter of course.

### **Heras Fence**

The majority of the heras fence used on site is not scrimmed. Any heras fencing that is scrimmed (either Tilde Net or mesh banner) will be supported with pinned back stays.

The max operating speeds for un-scrimmed heras fence is in excess of 25 m/s. The max operating wind speed for scrimmed heras is 10 m/s.

As such, the Action Levels for heras fence on site are as follows:

Action Level 1 – 6 m/s – Standby – monitor condition of scrimmed fencing

Action Level 2 – 8 m/s – Remove lower cable ties from scrim and role the material to the top of the panel. The panel is now effectively un-scrimmed

Evacuation – 25 m/s

## Toilets

Toilets in use at the event are of the single, portable type and are capable of withstanding a wind speed of 16 m/s. As such the action speeds for these are as follows:

Action Level 1 – 12 m/s – Standby – Safety advisor and Security ready to inform customers that toilets are temporarily out of use. Event Control to have Response Team on standby to re-deploy to the toilet block.

Action Level 2 – 15 m/s – Evacuate toilet facilities. Security staff to ensure public are not allowed to use toilet facilities during this time.

Evacuation – 16 m/s

In the event of an evacuation of the toilets being necessary, the Safety advisor and Production Manager will instigate Show Stop Procedures and begin evacuation of the site.

## Lightning –

Lightning strikes the ground in Britain about 300,000 times a year. This is a risk that must be considered. Although there is no absolute protection from lightning, measures can be taken to reduce the risk of getting struck and the injury severity.

There are three different ways of being struck by lightning:

- . Direct strike: the lightning hits you and goes to earth through you.
- . Side Flash: the lightning hits another object and jumps sideways to hit you.
- . Ground strike: the lightning strikes the ground then travels through it hitting you on the way.

## Flash to bang

To check if a storm is coming or going from where you are standing apply the flash to bang principle, counting as soon as the lightening flash is seen until the thunder is heard. 'Flash to bang' is based on the following facts:

1. Sound travels at 330 meters per second or at 1 km in 3 seconds (approximately 1 mile every 5 seconds).
2. Light travels at 300,000 km per second.
3. Lightning will always be seen before thunder.

To calculate the distance between yourself and the storm divide the number of seconds by 3 to find the distance in kilometres.

If the distance between the thunder and lightning increases over a couple of strikes, the storm is moving away from you. If it decreases, it is coming towards you.

## 30/30 rule

Research shows that people struck by lightning are predominantly hit before and after the peak of the storm. This means that you should be thinking about the proximity of the lightning, not the occurrence of rain. The 30/30 rule provides a good way of ensuring one is sheltering during the most risky parts of the storm. It proposes that if the flash to bang is 30 seconds in length or less you should seek shelter. Staying inside this shelter is advised until 30 minutes past the last clap of thunder. This ensures that any distant strikes at the beginning of the storm (lightning can travel up to 10 miles), or trailing storm clouds at the back of the storm do not take anyone by surprise.

## Seeking shelter

- Ideally, seek shelter inside a large building or a motor vehicle keeping away from, and getting out of wide, open spaces and exposed hilltops.
- If you are exposed to the elements with nowhere to shelter, make yourself as small a target as possible by crouching down with your feet together, hands on knees and your head tucked in. This technique keeps as much of you off the ground as possible.
- The inside of a car is a safe place to be in a storm, lightning will spread over the metal of the vehicle before earthing to the ground through the tyres.
- Do not shelter beneath tall or isolated trees, it has been estimated that one in four people struck by

lightning are sheltering under trees.

The Production Manager and Safety advisor will monitor local weather forecasts before, during and after the event.

<http://www.metoffice.gov.uk/weather/uk/>

Due to the open-air nature of the event, if a storm is expected prior to the event opening a decision will be made by the Safety advisor and Production Manager to either cancel the event or delay the opening. Information will be relayed to ticket holders in real time via Facebook that the event has been cancelled. Event staff and security stationed at the event site entrance will inform any customers who arrive on site that the event has been cancelled or delayed.

If a storm occurs during the event an evacuation of the site will occur. Announcements will be made by the Production Manager via the PA system following the Evacuation Procedure outlined in the Event Management Plan. Security staff will assist in evacuating the site.

Depending upon the timing of the storm in relation to the planned opening/closing time of the event, a decision will be made by the Production Manager and Safety advisor as to whether or not to re-open the event once the storm has past.

### **In case of emergency**

If someone is hit by lightning, call emergency services – they will need help as soon as possible. If you know first aid, apply it – you will not receive an electric shock. A lightning strike is not usually instantly fatal, victims' hearts and/or breathing may stop however, and so quick application of CPR will likely save their life.

- Except in cases of emergency, don't use your telephone (landline or mobile) until the storm is over.

**Cancellation** - In the event of the festival being cancelled due to poor weather conditions, there will be curtailment insurance cover in place which will cover the cost of the production. This allows the promoter to refund customers who have purchased tickets in advance.

### **SITE BUILD / CLEARANCE**

Production schedule to follow.

### **ROAD CLOSURES**

N/A

### **TRAFFIC MANAGEMENT**

Please see Appendix – to follow

### **EMERGENCY VEHICLE ACCESS/ RV POINT**

[REDACTED]

[REDACTED]



## FIRE PRECAUTIONS

Suitable and sufficient firefighting equipment will be provided on site to the levels described within the risk assessment. Extinguishers will be positioned for easy access.

The suggested level of FFE for this event is as follows:

Main Entrance	1 x 9 Litre Water + 1 x 2kg Carbon Dioxide
Bars	1 x 2 Kg Carbon Dioxide + 1 x 6 Litre Foam per bar
Production office/EC	1 x 2 Kg Carbon Dioxide + 1 x 9 Litre Water
Main Stage	2 x 2 Kg Carbon Dioxide
FOH	1 x 2 Kg Carbon Dioxide
Stage 2	1 x 2 Kg Carbon Dioxide + 1 x 9 Litre Water
Stage 3	1 x 2 Kg Carbon Dioxide
Stage 4	1 x 2 Kg Carbon Dioxide + 1 x 9 Litre Water
Food Courts	2 x 2 Kg Carbon Dioxide + 2 x 6 Kg ABC Powder per area
Generators	1 x 6 Kg ABC Powder per generator
Tower Lights	1 x 6 Kg ABC Powder per tower light
Spares	4 x Carbon Dioxide, 2 x Class F, 2 x Foam, 2 x Water, 4 x blankets

## EMERGENCY EXITS

A flow rate of 60 persons per minute, per meter, (for evacuation of the event) will be used. An evacuation time of 7 minutes will be used.

Within the festival site there will be 6 exit gates at 4m widths each, totaling 24m. In addition to these gates the main entrance/exit width will be 33m wide. This gives a total of 57m.

For emergency evacuation purposes, the largest of these exits (33m) has been discounted. The remaining 6 gates total 24m.

Each exit can safely evacuate 288 persons per minute, 2016 persons in 7 minutes.

In total, the 6 exit gates can accommodate 1440 persons per minute, 10,080 persons in 7 minutes.

All infrastructure and items will be laid out and positioned so as to allow suitable access to the fire exits, so that access is not obstructed. Each of the five Fire Exits will also have a stationery security steward positioned throughout the day, ready to open the gate in the event of an emergency when instructed by Security Control.

In the event of an emergency the general public will be directed by stewards, security and staff towards emergency exits which are furthest away from danger.

## EMERGENCY COMMUNICATIONS

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

## RADIO COMMUNICATION CHANNELS

[REDACTED]

## APPENDICES

- A – PREMISES LICENCE – *TO FOLLOW*
- B – SITE PLAN – *ATTACHED*
- C – RISK ASSESSMENT – *TO FOLLOW*
- D – FIRE RISK ASSESSMENT – *TO FOLLOW*
- E – EVENT MEDICAL PLAN – *TO FOLLOW*
- F – NOISE MANAGEMENT PLAN – *TO FOLLOW*

*G – PRODUCTION SCHEDULE – TO FOLLOW*  
*H – CROWD MANAGEMENT PLAN – TO FOLLOW*  
*I – TRAFFIC MANAGEMENT PLAN – TO FOLLOW*  
*J – EGRESS PLAN – TO FOLLOW*  
*K – ALCOHOL MANAGEMENT PLAN – TO FOLLOW*  
*L – DRUG POLICY – TO FOLLOW*  
*M – EMERGENCY PROCEDURES PLAN – TO FOLLOW*  
*N – ACID ATTACK GUIDANCE – TO FOLLOW*  
*O – COUNTER TERROR – TO FOLLOW*



# Gala and Jam on Rye Festival 2019 – Peckham Rye Park, Strakers Road Community Engagement Meeting 10.12.2018





# Agenda....

- | **Presentation** – 19:00 – 19:45
- | **Questions** – 19:45 – 20:15
- | **Round Up** – 20:15 – 20:30
- | **Curfew** – 20:30

# Introductions....

- | [REDACTED] – Stakeholder Engagement (WATF)
- | [REDACTED] – Operations Manager (WATF)
- | [REDACTED] – Safety Officer (WATF)

# 2019 Event information....

## Event days

**Sunday 26<sup>th</sup> May 2019**

**11:00 – 23:00 (music until 22:30)**

**Monday 27<sup>th</sup> May 2019**

**11:00 – 22:30 (music until 22:00)**

**We have applied for a time limited premises licence to hold 1 event per year in 2019, 2020 and 2021**



# Licence Application

## A summary of our licence application and key changes:

- Application to hold Gala and Jam on Rye on Sunday 26<sup>th</sup> and Monday 27<sup>th</sup> May 2019
- A capacity of up to 9,999
- An increase in event site footprint
- 3 year licence application with events over a maximum of 3 days
- Possible Gala Saturday event in 2020 and 2021



# Feedback from 2018....

**We have identified the following key considerations and areas for improvement:**

- Ground reinstatement works
- Litter
- Public Urination
- Flood alleviation plans
- Ecology
- Noise

# Community Relations....

## For 2019 we will be implementing the following measures:

- Sarah – Dedicated Event Community Manager
- New dedicated email address
- New web page with regular updates
- Timeline for engagement

**11<sup>th</sup> July 2018:** De-brief on 2018 event with local authorities and key stakeholders

**Oct 2019:** Consultation with local authorities and key stakeholders including FOPRP

**Nov 2019:** Site visit with the Park's Team and Ideverde

**Nov 2019:** Stakeholder webpage live

**10<sup>th</sup> Dec 2019:** Community Consultation meeting

**10<sup>th</sup> Dec 2019:** First Safety Advisory Group meeting

**February 2019:** Second Safety Advisory Group meeting

**March 2019:** Stakeholder site walk around

**April:** Third Safety Advisory Group meeting/Table Top

**April:** Stakeholder Engagement meeting





# Ground reinstatement works....

## For 2019 we will:

- Engage a new supplier for our cabins
- Continue to work with the Park's Team
- Agree additional provision of trackway and temporary trackway
- Consult with the Park's Team on the event de-rig scheduling to make use of existing paths and hard standing areas
- Manage the reinstatement works directly with Ideverde



# Litter & Sanitation....

## For 2019 we will:

- Position more toilets along external pedestrian routes – we are aware of hotspots at Piermont Green and Friern Road
- Position more toilets at the bottom of the common
- Increase number of external urinals (ensuring these are appropriately scrimmed)
- Dedicated & separate external litter team
- Expansion of the external litter catchment area

# Ecology and Flood Alleviation Plans....

## For 2019 we will:

- Ensure ongoing consultation between the Council's Parks and Ecology Officers and FOPRP
- Consult with the Ecology Officer to establish an appropriate timeline for Ecology Surveys
- Consult with the Park's team regarding Flood Alleviation Plans (plans will not affect the 2019 event)
- Consider the placement of event infrastructure away from environmentally sensitive areas
- Protect trees and tree root zones in relation to BS 5837:2012 Trees in relation to design, demolition and construction
- Install fencing around young and vulnerable trees and root zones
- Ensure the placement of lighting does not cause a disturbance to wildlife
- Ensure woodland edge is clear and accessible to wildlife

# Noise....

## For 2019 we will:

- Agree levels with Environmental Health
- Work with specialist Acoustic Consultants to design the site and monitor levels throughout the live event
- Expand Stakeholder Relations Team
- We will also be updating the webpage live with info on [thisisgala.co.uk/community](https://thisisgala.co.uk/community)

# Thank you for coming!

If you have any other questions or queries, please email us at:

**community@thisisgala.co.uk**

Website: [www.thisisgala.co.uk](http://www.thisisgala.co.uk)



## Response to Representations

### **1. Noise**

With regard to potential noise nuisance from the event, we are committed to ensuring that the events taking place cause minimal disruption to local residents whilst balancing the needs of the event and the audience alongside those of the community. In partnership with Southwark Environmental Health and Joynes Nash a leading independent acoustic consultancy, we have produced a Noise Management Plan (NMP). The NMP sets out how noise will be managed and the maximum dB levels permitted on site and at monitoring locations off site during the event. The Licensing Sub-Committee last year when granting the licence application imposed a condition on the premises licence to stipulate that noise levels could not exceed 75dB LAeq (15mins) at the nearest identified receptor points. The levels we propose will comply with this condition and are in line with the levels that are permitted for similar sized events across many of London's parks.

Throughout the entirety of both events dB levels will be monitored by acoustic consultants and the Environmental Pollution Team. This is achieved by conducting measurements at predetermined locations both internally and externally of the arena. Measurements are taken over a 15 minute period and all measurements are recorded and available for inspection at any time by the local Authority during the course of the event. During the 2018 events levels did not at any time exceed the permitted levels and it was only for the headline acts that the off-site level came close to the limits.

The NMP also included a strategy for managing any complaints received during the event. We operated a noise hotline for residents with concerns regarding noise. In response Independent noise consultants are despatched to visit the complainant's address (if not already a monitoring location) to take noise readings and to ensure that the agreed dB levels were not being exceeded. At no point during the course of the events were any off-site readings recorded to be in breach of the levels set.

In 2018 we received a small number of calls to the hotline, and the council received a total of seven noise complaints over the two day period. Although the number of recorded noise complaints was very small, it has been noted that there were certain locations that were more susceptible to noise escape. This detail has been fed into the event planning for 2019's event (slight re-orientation of certain PA systems, subtle movement of one stage).

It is worth noting that Environmental Health Officers initially raised a representation to this application, but through consultation and mediation we have satisfied all of their concerns resulting in the withdrawal of their objection to this licence application.

### **2. Nesting birds, Wildlife and flora and fauna**

Whilst not directly related to the promotion of the Licensing Objections, several concerns have been raised around the potential impact of the event on local wildlife, as well as damage to the ground itself. As responsible event organisers, we are committed to working alongside key stakeholders to ensure that the events taking place in Peckham Rye Park do so with minimal disruption and impact of the environment.

The event organisers feel privileged to hold their event in Peckham Rye Park and we work actively with the Park's Team, Park Gardeners, and Ecology Officers to ensure the protection of flora and fauna in the park. We have experience of working in similarly challenging environments (including

areas of SSSI) to protect the habitat of local wildlife during events.

Before the 2018 event we worked with Southwark Council's Ecology Officer, Park's and Event's Teams to commission an Ecology Assessment. The assessment was conducted on 17 January 2018 and found that the overall 'risk of this events impact on ecology is low due to the habitat present'. Further surveys of nesting birds and bats were later commissioned. A Bat Emergence Survey was completed on 21 April 2018 by an independent professional Consultant Ecologist with 25 years' experience, and specialised knowledge of protected wildlife species/issues including bats. During a climbing inspection a common pipistrelle roost was shown to be present in the NE facing bat box in the lime tree. To ensure the protection of the roost a 'Bat Impact Avoidance Method Statement' was produced with recommendations for us as event organisers to follow. These measures included ensuring that artificial lighting for the event did not cause light spillage onto the Lime Tree, positioning speakers away from the lime tree, not allowing scaffolding, ladders or fencing to be placed into the tree and ensuring that the tree was not damaged as a result of the event. All recommended protection measures were successfully put in place.

Post event, a subsequent-follow up bat emergence survey was undertaken on 8 June 2018. During the visit a common pipistrelle bat was observed emerging from the NE facing bat box, and further pipistrelle contacts were also observed in the parkland. A single Lieslers bat was also seen foraging. The survey concluded that: *"Clearly, the previous event at this part of the Park has not impacted the use of the bat boxes by bats and the numbers present will naturally fluctuate in different months. The presence of a common pipistrelle within the bat boxes shows that bats are still using them as they were before the event."*

On 18<sup>th</sup> May 2018 a Breeding Birds Survey was completed by an independent Consultant Ecologist, Southwark Council's Ecology Officer, and the Friends of Peckham Rye Park. A green woodpecker nest site was identified, however as the nearest sound stages were some distance away it was confirmed they would not cause any direct disturbance. To protect the nest we were advised to ensure the tree was not physically disturbed or climbed. Additionally, the survey recognised that the western edge of the woodland is located directly next to the boundary fence line for the event. The survey advised the fence line would not damage the woodland or cause disturbance to birds who create their nests some metres away from the boundary to avoid the daily habitual disturbance from visitors at the Park.

To protect this sensitive area we ensured event fencing was kept at a minimum distance of 5m away from the treeline. Within the event site itself we also ensured that the majority of trees were located in back of house areas that are not accessible to event goers. Therefore the majority of the Park's trees and woodland were not within the event footprint. For future events we will continue to monitor and protect wildlife within the park and we will conduct further bat and bird surveys.

### **3. Damage to the ground**

We pay a ground damages deposit to Southwark Council to cover the costs of any reinstatement works that are required as a direct, or indirect result of the event taking place. We are aware that there were issues during the 2018 event break and we sincerely apologise for the ground damages that resulted. Unfortunately, a day long downpour of heavy rain following a baking hot weekend, coupled with the late collection of event cabins by a key supplier made it very difficult for the removal of equipment the day after the event. Some ground damage was also caused as trackway

had already been collected prior to the cabin supplier arriving (4 days late) to remove their infrastructure.

This damage would have recovered well in usual circumstances, but there were unfortunate, lengthy delays before reinstatement works could begin due to the unprecedented hot weather conditions experienced throughout most of June, July and August.

To ensure these issues are not repeated we are looking at additional protective/contingency measures we can put in place for future events. We have already met with the Park's Team and the head gardeners to review the site and identify areas where additional trackway may be required. We will also be engaging a different supplier of cabins. Additionally, we are planning to work with Ideverde directly to manage reinstatement works, rather than contracting via Southwark Council. We will also ensure that Ideverde are on site for the last day of the break to assess the works that need doing. This will cut out an additional level of administration and streamline the process. We are confident that we can run the event in this area without causing damage to the ground.

#### **4. Anti-Social Behaviour (ASB)**

The safety and security of our attendees, local residents and members of the public is of paramount importance. We employ security and stewarding personnel to ensure the safety of all people in and around the festival area, including on routes from the event site to local transport hubs and taxi/private hire pick up locations. During the 2018 event we were not made aware of any instances of public safety concern nor did we receive any reports from Security or the Police.

We are aware that there were some issues with public urination associated with last year's event. We provided ample toilet facilities on site and 6 offsite toilets were located on Peckham Rye Common opposite The Oval where festival goers exited the event with signage to direct attendees. Some representations comment that the positioning of public toilets on Peckham Rye Common was intrusive and unpleasant for young children. The toilets that were positioned on the common were portable toilets with doors, we did not have any urinals positioned here. In addition we suggested placing toilets on Piermont Green, however local residents objected to this. For future events we can look to increase the number of toilets positioned externally on the common and we can also look to provide urinals with scrim to reduce waiting times and help to prevent this issue if favourable with local residents.

Some representations allege that festival goers were responsible for graffiti during the event. We believe such allegations are highly unlikely as all festival attendees are subject to a full search on entry to the event. We operate a strict prohibited items policy and do not allow spray paint onto the site. All customers are subject to a three stage search on entry including the use of a metal detection wand, visual and physical search through bags/pat down. No one with spray paint in their possession would have been able to enter the event. We have checked with security teams and can confirm that no spray paint cans were confiscated, we also have no evidence of spray paint being used on our site.

It is pertinent to note that no objections on the grounds of the Prevention of Crime and Disorder or ASB have been raised by either the Police, Licensing or Public Safety.

#### **5. Access to the park for ordinary park users**



Several concerns have been raised around the alleged public nuisance caused by reduced access to the park for ordinary users. We are aware that Peckham Rye Park is a well-used and valuable resource for the local community. During the setup, live dates and break of our event we ensure that access to the wider park outside of the event is maintained at all times. The area of Peckham Rye Park that GALA site is appx: 31,000m<sup>2</sup>, while Peckham Rye Park is appx: 390,000m<sup>2</sup> meaning the percentage of park used is: Approximately 8%. We appreciate that this area is inaccessible to the public during the build, live event and break, however we do not consider this to warrant a public nuisance as this small area of the park is only inaccessible for a total of 12 days during the entire year.

## **6. Duration of Licence**

Some representations have questioned why we have applied for a 3 year licence. Applying year on year for a premises licence that is only valid for one weekend is hugely costly for the promoter and takes a great deal of administrative capacity. By applying for a 3 year licence we are able to reduce costs and resources spent on licensing and reallocate accordingly. However, it is worth clarifying that if granted this licence would not automatically permit us to hold events each year. We have conditioned the licence to state that 'each and every event would be presented individually to the Safety Advisory Group (SAG)' for their approval.

To address concerns around the increase in audience numbers we can confirm that we have applied for a maximum capacity of 9,999, which is the same capacity as we applied for last year. During the 2018 Licensing Sub-Committee Hearing our capacity was capped at a maximum of 8,000 only due to the closure of local train stations. We are in contact with TFL and are not aware of any planned closures for this year. With all transport hubs open and operational we, the SAG, the Police and TFL do not foresee an increase in capacity of 2,000 as having any negative impact on ingress or egress. As already mentioned we are looking to increase numbers of security and stewards to ensure that we have enough capacity to manage a slightly larger audience.

## **7. Benefits to the Borough and local community**

- Discounted tickets for both events were made available to local residents
- 25% of tickets for GALA were sold to those living in SE postcode areas
- 400 complimentary tickets were issued to the local residents closest to the park
- A total of 15% of Jam on Rye tickets were sold to those living in SE postcode areas

Local Peckham based traders and promoters including Brick Brewery, The Cane Press, White Men Can't Jerk, YAM Records Rhythm Section and Rye Wax were sourced for the events. A significant number of artists and performers were also local to Peckham and sourced to showcase the talent of the local area including; Wormfood, Tola DJs, Bradley Zero, Chaos in the CBD, Horsemeat Disco, Midland, Stevie Wonderland etc.

The event brought over 10,000 people into the Peckham area over the course of the weekend contributing to boosting the local economy in local bars, restaurants and shops.