



Report of the Head of Elections, Licensing and Registration

Report to the Licensing Committee

Date: 17 November 2015

Subject: Leeds Festival 2015 - Members Debrief

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Wetherby and Harewood		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>Part B – exempt information under Access to Information Procedure Rules 10.4(3) as this includes information relating to the financial or business affairs of any particular person, and 10.4 (7), information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.</p>		

Summary of main issues

1. The Leeds Festival is an annual event held over the August Bank Holiday weekend within the grounds of Bramham Park. The Festival is held under the authorisation of a premises licence issued under the Licensing Act 2003.

Recommendations

2. The Licensing Committee is required to note the contents of this report in respect of the de brief following the Leeds Festival 2015 held at Bramham Park.

1.0 Purpose of this Report

1.1 This report is to give a report to Members of the outcome of the Leeds Festival held between the 27th and 30th August 2015.

2.0 Background Information

2.1 The premises licence for the Leeds Festival was considered and approved by the Members of the Licensing Committee on the 28 April 2006.

2.2 The licence granted to Mr. Benn is held for Bramham Park and allows the festival to take place every August Bank Holiday weekend.

2.3 Members resolved to grant the application as requested and accepted the applicants offer to include the following additional three conditions:

- 1) There shall be an Event Management Plan which incorporates the operating schedule submitted to the Licensing Authority at least 6 months prior to the Festival each year.
- 2) The Event Management Plan and any revisions to the Event Management Plan must be approved by the Licensing Authority prior to the Festival.
- 3) The Premises Licence Holder shall comply with the terms and requirements of the Event Management Plan each year.

2.4 In addition the Committee reserved the right to determine how the final amended Event Management Plan for the festival should be agreed with the facility for the final plan to be agreed by the Committee or officers under delegated authority.

2.5 Members were presented with a report on the 2015 Festival arrangements at a meeting of the Licensing Committee held on the 4th August 2015.

2.6 Members resolved to give delegated authority to Mr. Mulcahy, the Head of Licensing and Registration, to approve the final Event Management Plan. This was duly approved on the 26th August 2015.

2.7 Members of the Licensing Committee undertook a tour of the site on the 26th August in the company of Mr. Benn the festival organiser.

3.0 Main Issues

3.1 The car parks and campsites opened to the early bird ticket holders on Wednesday 26th August.

3.2 Multi agency meetings were held on the following occasions:

- | | | |
|------------|-----------|----------|
| • Thursday | 27 August | 17:00hrs |
| • Friday | 28 August | 17:00hrs |
| • Saturday | 29 August | 00:15hrs |
| • Saturday | 29 August | 17:00hrs |

- Sunday 30 August 17:00hrs

- 3.3 No agency concerns were raised at any of these meetings.
- 3.4 Attached at appendix A is a report on the observations made by officers from the Environment Department on their involvement with the event.
- 3.5 A multi- agency debrief was held on the 7 October 2015 and a summary of the outcome of the meeting is attached at appendix B.
- 3.6 It should be noted that the contents of appendix B is potentially exempt information under Access to Information Procedure Rules 10.4(3) as this includes information relating to the financial or business affairs of any particular person, and 10.4 (7), information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.
- 3.7 Agencies and the licence holder are of the opinion that the event went well with a good working relationship between the Festival Republic staff and the responsible authorities.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The application for the premises licence in 2006 was subject to the statutory consultation process involving a newspaper advertisement and public notices displayed around the site for 28 days. Full liaison was held with the Ward Members and responsible authorities. Festival Republic continues to liaise with community representatives through the Parish Councils and local residents.

4.2 Equality and Diversity/Cohesion and Integration

- 4.2.1 At the time of writing this report there were no implications for equality and diversity. Any decision taken by the Licensing Committee will be in accordance with the four licensing objectives as prescribed by the Licensing Act 2003.

4.3 Council Policies and City Priorities

- 4.3.1 When determining applications under the Licensing Act 2003 the Licensing Authority must have regard to the relevant legislation, guidance issued by the Home Office, the council's own statement of licensing policy and any associated local area guidance.
- 4.3.2 Applicants are expected to have had consideration to the relevant policy and any local area guidance when completing their applications and the licensing authority will refer to the policy/local area guidance when making its decision.
- 4.3.3 The licensing regimes contribute to the following outcomes as set out in the Best Council Plan 2013-17:

- Improve the quality of life for our residents, particular those who are vulnerable or in poverty;
- Make it easier for people to do business with us; and
- Achieve the savings and efficiencies required to continue to deliver frontline services.

4.3.4 The application was granted in 2006 with regard to the Council's Licensing Act 2003 Statement of Licensing Policy, and the event will operate in accordance with the licensing objectives as set out in the current Statement of Licensing Policy.

4.4 Resources and Value for Money

4.4.1 There are no resource implications to the licensing authority. The premises licence is subject to an annual maintenance fee as prescribed under the Licensing Act 2003.

4.5 Legal Implications

4.5.1 There are no legal implications known to the Council in terms of its responsibilities held under the Licensing Act 2003.

4.6 Risk Management

4.6.1 The event is subject to a number of multi-agency meetings.

4.6.2 Any matters arising during the event having an implication on the premises licence and objectives of the Licensing Act will be brought back before the Licensing Committee.

5.0 Conclusions

5.1 This report advises Members that the event went well and it is reported that there was a good working relationship between the festival organisers and the responsible agencies. The changes to the event management plan to factor in wet weather contingencies was not called on throughout the event although the memorandum of understanding between Festival Republic and the street cleansing team was called upon on a number of occasions following the egress of day visitors.

6.0 Recommendations

6.1 The Licensing Committee is required to note the contents of this report in respect of the de brief following the Leeds Festival 2015 held at Bramham Park.

7.0 Background Papers

None

Appendix A

Leeds Festival 2015

Environmental Health Summary – September 2015

Officers from Environmental Health (EH) were involved with the pre-planning and multi-agency meetings, and were present on site during the event. EH have a strong working relationship with Festival Republic, and as this summary shows, any issues identified were quickly resolved.

This summary has been broken down into 3 main areas: Environmental Protection (ie, noise nuisance), Health and Safety, and Food Safety.

Environmental Protection

During the 2015 event 3 noise complaints were received directly by Leeds City Council.

Complaints by area:

- Bramham 1
- Boston Spa 1
- Garforth 1 (not connected to Leeds Festival)

This compares to:

7 in 2014

30 in 2013

38 in 2012

Proactive monitoring is carried out by the noise consultants and by EH at pre-determined points. Re-active monitoring can be done as required, and was so, following the complaints. A potential issue was identified Thursday night/Friday morning in Bramham. This was dealt with by Festival Republic's noise consultancy team whilst EH Officers were on-site investigating. Monitoring by EH in Boston Spa did not identify any issues at the time of visits to the area. The complaint in Garforth was investigated by Festival Republic's noise consultants, and found to be unconnected with the event. This was confirmed with a follow-up visit by EH Officers.

Part of the pro-active monitoring carried out by EH in Barwick identified potential issues Saturday and Sunday night which were dealt with promptly by Festival Republic.

Pro-active monitoring points will be reviewed prior to next years event.

This year, the communication, information sharing, liaison and the professional working relationship between EH and Festival Republic's noise consultants had improved compared to the previous years. This resulted in any issues identified by EH being addresses promptly and efficiently.

Health and Safety

Site visits were made to observe and inspect structure builds between the 10th and 21st August 2015. General H&S issues were observed and the site found to be following good practise. Officers from EH worked with colleagues from Building Control during the build-up and the event itself.

Monday 24th August to Thursday 27st August 2015

Water samples for the whole supply were taken on the Monday and the results were received a few days later - all satisfactory. The sampling was undertaken by staff from the Food team. The event organisers own sample results showed one adverse sample early in the week which was investigated and resolved, in conjunction with our own re-sample and investigation.

General site check undertaken. Due to heavy rain, there were some areas of flooding earlier in the week, and these were raised with the event organisers to monitor prior to campsite opening.

Site visit was made to check on the completion of the campsite areas prior to opening. There had been some changes to the campsite layout for 2015. Brown campsite was removed, and orange campsite was a little larger incorporating purple. A few minor issues were identified at that time:-

- a. Red Campsite – water use point needed levelling to allow free draining down to soak-away rather than uphill.
- b. White Village – incorrect tap fittings used.
- c. Trader water stand-pipes required fixing

These issues were raised with Festival Republic and remedied prior to opening the campsites to the public.

Structural checks with Building Control Inspector were undertaken on the 24th and 27th, on the basis that any issues identified would be completed by the 28th August. There were some late changes to secondary barriers for the main stage and the NME Radio1 tent. Initial planning was to have one in the Radio 1 tent and not at the main stage, but then the opposite was implemented. Items raised:-

- a. Stage right cow-shed missing partial handrail and upper barrier at back. This was resolved on the Friday of the event after the event organisers were advised it couldn't be used until fixed.
- b. Pit barrier to Relentless stage required sand placing to front to prevent foot traps. Resolved prior to opening on the Friday night
- c. There was a lengthy discussion between us, LCC building control, the Event safety team, and the stage company, about a vertical support to the back of the main stage which was resting on wooden plates. In the end, it was agreed that as it was a secondary support it didn't need to be resting on a concrete base.

In line with previous events, our checks were married up with the festivals own H&S checks and a small number of snagging issues were identified and rectified.

Friday 28th August to Sunday 30th August 2015 – general overview.

Site visit was made during the day on the Friday to review structural, general health and safety at work, and public safety issues – including main arena (arena 1), arena 2, and campsites. A few issues:-

- a. As per above, Stage right cowshed required work
- b. Secondary barrier to main stage required sanding for toe traps
- c. Alternative stage fire exit signs required uncovering (blocked by tent edging)

Over the weekend, other than minor issues, or transitory issues (e.g. ongoing cleaning) the following significant issues were identified:-

- a. The 2 water points near white toilets were inadequate for usage – suggested that they replaced with more substantial units for 2016 (picture)
- b. As in previous years, a number of traders found to be storing waste, particularly cardboard, near to LPG cylinders – all advised. Less of an issue in 2015 compared 2014 – the event fire brigade had been more active on this, so for us to advise event organisers accordingly.



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- c. Toilet block at orange/purple had issues throughout the weekend with cleanliness. Most likely due to higher usage than expected due to campsite layout changes and the removal of brown camping. The layout changes essentially removed 2 toilet areas from that end of the site. Increased cleaning took place through the weekend after it was identified by their own monitoring team and us. To review for 2016.
- d. A number of security staff in Radio 1 tent and NME tent seen not wearing ear protection – advised individually and to managers and to FR. Will ensure it is raised during planning for 2016 and possibly make an issue for proactive intervention at the event next year.
- e. There were 4 lasers shows at Leeds this year. For all, documents were checked prior to the event, discussions took place with the event safety team, and onsite inspections of installations took place where possible, although most installation checks took place early am.

Throughout the weekend there were daily multi agency meetings, discussions with Festival Republic Production and Licensing Offices, and liaison with Event safety officers.

RIDDORS

No Riddors (Notifiable incident reports) were received/required from the event site. However, it is worth noting that the event does provide its own on-site hospital set up, which would mean some incidents which may have been reportable, were not reportable as they were dealt with on site.

Food Safety

An Officer visited the festival site on Thursday 27th August to monitor the provisions in place to manage the food establishments and inspect a number of premises. The Officer inspected several food vehicles in the main village, campsites and the main arena. Safety and hygiene standards were found to meet legislative requirements. The Officer also spent time with the onsite Environmental Health Officer to understand what expectations and standards the Festival have in place for monitoring food safety and hygiene standards. The food premises are intensively audited by this professional and therefore the Department are satisfied that there are robust provisions in place to maintain standards

Conclusions

Environmental Health has a good working relationship with Festival Republic. EH works closely with their licensing compliance team, their own health and safety team, noise consultant, and food safety professional. Festival Republic also employs a health and safety contractor (TESS), and EH have daily discussions with them throughout the event. Compared to previous years, the relationship between EH and the noise consultants improved.

The nature of this good working relationship means EH, along with Building Control colleagues, are able to identify/raise issues with each other, and the event organiser, and work together to resolve them satisfactorily. As would be expected, the emphasis on resolution falls to Festival Republic. The continued involvement of the EH service in the planning, build up, and throughout the show week, enables the good working relationship to improve year on year.

Throughout the build-up to the event a number of safety related issues were identified, raised with the relevant persons, and actioned appropriately. Given the size and nature of

the event it is difficult to specify whether some or all of these issues would have been identified and/or addressed without the presence of H&S inspectors or Building Control colleagues. The independent water sampling conducted by EH served to confirm the findings of Festival Republics own water sampling. Numerous checks of the general site were undertaken, and ad-hoc issues identified and rectified. Any issues relating to noise were also highlighted and addressed promptly.

There were no major incidents during the weekend this year. However, it is difficult to predict when incidents may occur.

Officers from EH were involved in the multi-agency planning meetings, on-site inspections pre and post event, sound testing and the de-brief meeting and were present on site during the event.

As every year, EH involvement will be reviewed prior to the event. This is to ensure there is the correct balance between effectively managing available resources, while protecting the health and safety of both resident and visitors of Leeds to what is the largest event hosted by the City.