

Leeds Festival 2023

Date: Tuesday, 1st August 2023

Report of: Chief Officer Elections and Regulatory

Report to: Licensing Committee

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief Summary

Leeds Festival (“the Festival”) takes place each August Bank Holiday at Bramham Park.

The Festival is authorised under a Premises Licence (“the Licence”), granted under the Licensing Act 2003 and issued by the Licensing Authority to Festival Republic Limited (“Festival Republic”) in 2006.

The Licence is subject to a condition that the Event Management Plan and any revisions to the Event Management Plan must be approved by the Licensing Authority prior to the Festival.

The licensing regime contributes to Best City Priorities 2020-25 (see the [latest version available here](#)):

- Culture
- Safe, Strong communities
- Inclusive Growth

Recommendations

The Licensing Committee is asked to:

Hear from Mr Melvin Benn and representatives of Festival Republic, on the planning and preparation for the 2023 Festival, and receive comments from partners of the Safety Advisory Group, and to either:

- Delegate approval of the final Event Management Plan to the Chief Officer, Elections and - Regulatory, or
- Delegate approval of the final Event Management Plan to a three members Licensing Sub Committee to be convened on Tuesday, 22nd August 2023.

Members may consider it appropriate for the public to be excluded from part of the meeting to allow Mr Benn of Festival Republic and other attendees to provide Members with confidential information associated with the Festival which falls under the Access to Information Procedure

Rule 10.4(3), as it includes information relating to the financial or business affairs of a particular person or organisation; and/or Rule 10.4 (7), information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime and in each case in all the circumstances of the matter the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Why is the proposal being put forward?

- 1 The premises licence is subject to a condition that an Event Management Plan (“EMP”) and any revisions to the EMP must be approved by the Licensing Authority prior to the Festival.
- 2 The EMP sets out all arrangements for the event which contribute to the licensing objectives:
 - The prevention of crime and disorder;
 - The prevention of public nuisance;
 - Public safety; and
 - The prevention of children from harm.
- 3 The EMP is an evolving document and the final version is not normally available until shortly before the start of the Festival; hence the recommendations set out above.

History

- 4 The original Premises Licence for Bramham Park was granted in 2006.
- 5 The premises licence is subject to a condition that an Event Management Plan (“EMP”) and any revisions to the EMP must be approved by the Licensing Authority prior to the Festival.
- 6 The EMP is uploaded by the document owner to Resilience Direct, a secure national government platform for the storing of sensitive documents and information. Resilience Direct is accessible by all blue light and relevant services, who are also partners of the Leeds Safety Advisory Group (“SAG”) co-ordinated by the Resilience & Emergencies Team.
- 7 Partners of the SAG include West Yorkshire Police, West Yorkshire Fire & Rescue Service, Yorkshire Ambulance Service, Public Health, Leeds Teaching Hospitals Trust, West Yorkshire Combined Authority, Security Industry Authority, Highways England and Leeds City Council’s departments of Highways, Environmental Services, Environmental Health, Health & Safety, Building Control and the Licensing Authority.
- 8 Members of the Licensing Committee have also been granted access to Resilience Direct, strictly for the purpose of accessing the current version of the EMP and subject to maintaining the confidential nature of that information.
- 9 In January 2023 the Licensing Committee received a debrief from the 2022 Festival.
- 10 Hearing from the licence holder and Festival organiser’s representative, Mr Melvin Benn, and from partners of the SAG, a number of matters were noted and assurances for 2023 provided, including:
 - a. There shall be a ban on all campfires;

- b. A new provision of Air Hubs (Assistance, Information, Response) spread across campsites offering welfare and support facilities;
- c. Challenge 25 to replace Challenge 21 proof of age scheme;
- d. A robust system to provide a more accurate figure of the numbers of 16 and 17 year olds in attendance;
- e. Spiking Test Kits to be more widely advertised as available to purchase;
- f. Provision of quality security and stewards, particularly in campsite areas to improve public engagement;
- g. Improved engagement and information sharing with the Security Industry Authority to allow adequate time for the service to carry out their role;
- h. There shall be a new medical provider for 2023 equipped with onsite x-ray facilities. The Committee heard in January that early engagement was already underway with the Yorkshire Ambulance Service;
- i. Whilst the new traffic plan was deemed a success, this was to be further reviewed with partner agencies to identify congestion alleviation from the A1/M and to address certain other aspects, including access for key services to Aberford;
- j. Improvements to lighting and directional signage and the provision of quality stewarding, particularly on egress routes leading from the arena to campsites, car parks, pick up locations and public transport hubs;
- k. Safety messaging for customers using taxis/private hire vehicles of the dangers of getting into an un-booked vehicle; and
- l. A review of the salvage operation for which a subgroup has been established to consider options to scale up this operation.

11 The Licensing Committee also heard in private session of matters pertaining to the prevention of crime & disorder, and public safety.

What impact will this proposal have?

Wards affected: Wetherby & Harewood

Have ward members been consulted? Yes

What consultation and engagement has taken place?

- 12 The original premises licence application approved in April 2006 was subject to the formal consultation process as prescribed by the Licensing Act 2003, including consultation with designated responsible authorities and public notice.
- 13 The EMP is accessible via Resilience Direct to Licensing Committee Members and partners of the Safety Advisory Group.
- 14 Multi-agency meetings under the Safety Advisory Group process have been taking place since early this year in preparation for the 2023 festival.
- 15 Subgroups have also been established to consider safeguarding, traffic management and sustainability/salvage.
- 16 Festival Republic hold regular meetings with local representatives and Parish Councils.

What are the resource implications?

- 17 No resource implications for the licensing authority have been identified.

What are the legal implications?

- 18 Members may consider it appropriate for the public to be excluded from part of the meeting to allow Mr Benn and other attendees to provide Members with confidential information associated with the Festival which fall under the Access to Information Procedure Rules: specifically Rule 10.4(3) (information relating to the financial or business affairs of any particular person); and Rule 10.4 (7) (information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime) and, in each case, whether, in all the circumstances of the matter, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 19 The Licence is subject to the following condition:
- “The Event Management Plan and any revisions to the Event Management Plan must be approved by the Licensing Authority prior to the Festival.”*
- 20 Should the Licensing Committee approve delegation of the EMP, it is necessary to confirm one of the following options:
- a. In order for the Chief Officer’s approval to be valid, it is necessary for the Licensing Committee to delegate its authority to approve the EMP to the Chief Officer Elections and Regulatory; or
 - b. In order for the Licensing Sub Committee’s approval to be valid, it is necessary for the Licensing Committee to delegate its authority to approve the EMP to a Licensing Sub Committee.
- 21 There is no scope for the Licence to be amended, suspended, or revoked under the recommendations in this report. A copy of the Premises Licence details providing the operating schedule, including the licensable activities and hours, is attached at Appendix 1.

What are the key risks and how are they being managed?

- 22 There are no key risks identified.

Does this proposal support the council’s 3 Key Pillars?

- a. Inclusive Growth Health and Wellbeing Climate Emergency

- 23 The Festival will bring benefits to the region supporting the City’s economy and highlighting Leeds as a place to visit. Attracting up to 89,999 attendees, some of whom will visit the City’s hospitality and retail sector, stay in accommodation, and use public transport. For many it will be their first experience of Leeds and they may return later to enjoy the City.
- 24 A range of welfare services are available throughout the site provided by several voluntary/social care agencies.

- 25 Festival Republic has a commitment to reducing carbon emission and environmental impact, promoting 'No Music on a Dead Planet', via public messaging and encouraging recycling and composting throughout the site. Where viable, alternative and reusable energy source is used, and the pilot of an Eco Campsite in 2022 was a resounding success with customer demand doubling for 2023.
- 26 Appeals are made for customers to take camping equipment home with them or to donate it at the designated points, for which rewards and incentives are offered.
- 27 A subgroup involving Licensing Committee Members and Festival Republic's Sustainability Team has been established to consider options for enhancing the salvage operation.
- 28 The traffic management plan includes a shuttle bus service which frequently runs between Leeds City Centre and the festival site with additional services during times of peak demand. A limited service is also provided to the North of the City.

Options, timescales and measuring success

- 29 Multi-agency meetings will continue until and throughout the duration of the Festival. One such meeting is held on the Friday evening following the first show day which provides for any matters to be addressed for the subsequent days.
- 30 Following the Festival, a debrief meeting will be held to help inform the Event Management Plan for subsequent years.

Appendices

- 31 Appendix 1 – Premises Licence Details

Background papers

- 32 None