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**Report of the Chief Officer Elections and Regulatory**

**Report to the Licensing Committee**

**Date: 2<sup>nd</sup> April 2019**

**Subject: Leeds Festival 2018 - Members Debrief & Summary of Changes for 2019 Event**

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
Access to Information Procedure Rule number: 10.4(3) - Appendix A (including Appendix 1 to Appendix A, and Access to Information Procedure Rule number: 10.4(3) & 10.4(7) – Appendix B and C		

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**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 meetings following the Leeds Festival 2018 held at Bramham Park. Also the summary of changes for the 2019 event.

## **1.0 Purpose of this Report**

1.1 This report is to advise Members of the outcome of the Leeds Festival held between the 25<sup>th</sup> and 27<sup>th</sup> August 2018. Also to advise Members of the summary of changes proposed for the 2019 event.

## **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 the Premise Licence holder 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 2018 Festival arrangements at a meeting of the Licensing Committee held on the 14<sup>th</sup> August 2018.

2.6 Members resolved to give delegated authority to the Head of Elections, Licensing and Registration, to approve the final Event Management Plan. This was duly approved on the 22<sup>nd</sup> August 2018.

2.7 Members of the Licensing Committee undertook a tour of the site on the 22<sup>nd</sup> August 2018 in the company of the festival organiser.

## **3.0 Main Issues**

3.1 On Wednesday 22<sup>nd</sup> August 2018 the car parks and campsites opened to the early bird ticket holders.

3.2 On site multi agency meetings were held on the following occasions:

- Thursday                    23 August                    17:00hrs
- Friday                        24 August                    17:00hrs
- Saturday                    25 August                    00:15hrs
- Saturday                    25 August                    17:00hrs
- Sunday                        26 August                    17:00hrs

- 3.3 No agency concerns were raised at any of these meetings and minor issues identified were dealt with.
- 3.4 The 2018 festival saw a revision to the taxi & private hire pick up and drop off arrangements due to issues reported by officers the previous year.
- 3.5 To establish consistency and familiarity for customers and to ease congestion on the junction that serves the shuttle bus terminus on Thorner Road, the pick up and drop off arrangements were moved to the red car parks off the A64. Previously customers would be dropped off in the red car park but on exit the taxi/private hire bookings would pick up from the opposite side of the site leading to confusion and customers missing their transport home.
- 3.6 As this was the first pilot of the new scheme there were some minor problems identified by officers on the Friday evening, but following dialogue with Festival Republic these were rectified by the following day.
- 3.7 Following the festival correspondence was forwarded to Entertainment Licensing from a member of the trade complimenting all concerned for the way in which the new taxi and private hire arrangements worked. Entertainment Licensing received no adverse concerns or complaints from the taxi and private trade or the public.
- 3.8 Some further improvements have been identified for 2019 and both Entertainment Licensing and Taxi & Private Hire Licensing will be working with Festival Republic to assist in this respect.
- 3.9 During the festival a road closure was put in place to protect Thorner village from increased traffic. This was arranged in consultation with the local residents, the police and Leeds City Council (LCC) Highways. The same arrangements are proposed for 2019.
- 3.10 Following the festival LCC received one complaint from a member of the public whose daily journeys had been inhibited due to the road closure. The complainant has received a formal response from LCC Highways.
- 3.11 Entertainment Licensing also received one complaint concerning discarded waste left in the campsites, in particular camping equipment which was alleged not to be going to good cause.
- 3.12 Following enquiries Festival Republic confirmed that they do have arrangements for charities to salvage discarded equipment left on site. Attached at appendix A to this report Members will find the Sustainability Report produced by Festival Republic, together with the examples of proposed communication methods to serve the purpose of reducing waste.
- 3.13 It should be noted that the contents of appendix A 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, as in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 3.14 A multi agency debrief meeting took place on the 6<sup>th</sup> November 2018.

- 3.15 A summary of the debrief meeting may be found at appendix B to this report.
- 3.16 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 as in all the circumstances of the matter the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 3.17 In association with agencies Festival Republic have identified some minor changes to build on for the 2019 event that will be tabled at the first Safety Advisory Group meeting scheduled for the 28<sup>th</sup> February 2019.

## **4.0 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 resident representatives.

### **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.

### **4.3 Council Policies and City Priorities**

- 4.3.1 The Premises Licence was granted in 2006 in accordance with the Licensing Act 2003 and the Council's Statement of Licensing Policy (Licensing Act 2003).

- 4.3.2 The licensing regimes contribute to the following outcomes as set out in the Best Council Plan 2015-20:

- Supporting economic growth and access to economic opportunities
- Keeping people safe from harm
- Supporting communities, raising aspirations
- Hosting world class events in Leeds City Council supporting a resilient, inclusive, cultural and creative sector

### **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 Management Plan and all aspects of the event are taken through the Safety Advisory Group process which in turn transfers in to multi agency meetings that are held on site throughout the duration of the event.

#### **5.0 Conclusions**

5.1 The multi agency debrief meeting following the 2018 event did not identify any concerns. Close partnership working between the organiser and all agencies is key to this being a successful event.

5.2 The Premise Licence holder is now in the process of drafting the Event Management Plan for 2019, incorporating any amendments to reflect improvements on the 2018 event. To assist Members a summary of changes for the 2019 event has been produced and a copy is attached at appendix C for Members information.

5.3 It should be noted that the contents of appendix C 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 as in all the circumstances of the matter the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

5.4 The Premise Licence holder will be in attendance at the meeting to present the contents of the appendices to this report and address any questions from members.

#### **6.0 Recommendations**

6.1 The Licensing Committee is required to note the contents of this report in respect of the de brief meetings following the Leeds Festival 2018 held at Bramham Park and the summary of changes for the 2019 event.

#### **7.0 Background Papers**

None<sup>1</sup>

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.