

Notes for Newent Town Council for meeting on 13th November 2023

Onion in the Wood will be following the 'Purple Guide', which is the authoritative document for Event planning.

Extract from the Onion in the Wood Event Safety Management Plan

(A live document, continually updated as event organisation progresses)

3.1.1 Prevention of Crime and Disorder

- The festival is to be ticketed and take place within a fenced, enclosed area allowing access only to those with event wristbands or proper event passes.
- A qualified security company will be employed and SIA security staff will be on site.
- Random body and bag searches may be carried out at the event by qualified security staff. Any one refusing to be searched will be refused entry to the event arena without a refund regardless of whether they have already purchased a ticket.
- There will be security and stewards manning the entrance and emergency exit gates to ensure no one can access the event illegally and exit paths/fire lanes area kept clear.
- There will be security and stewards moving between the attendees. All will be briefed to look for any suspicious activities that may lead to crime and disorder. Radios will be used between the management, security and stewards, to keep in contact at all times.
- The festival will have a *Zero Tolerance to Drugs* policy. Anyone suspected of, or found dealing or using any illegal substances, as covered within the *Psychoactive Substances Act 2016* will be ejected from the premises, barred and the police will be informed.
- This is in accordance with the *Misuse of Drug Act 1971*. Any drugs seized are kept in the safe, signed and dated until a convenient time for the police to collect them.
- Suitable signage 'signs of drugs misuse' or similar will be in place at each bar location
- All bars will operate an Incident Log and a Refusals Log which will be available for inspection by all authorized persons upon request.

3.1.2 Prevention of Public Nuisance

- There will be security and stewards on the entrance gate to control any queues
- The timings of the live music and entertainments are kept within the licensing allowances to be agreed with the Council.
- A qualified sound management engineer will be employed to monitor sound levels within the festival and surrounding areas to ensure sounds are kept at acceptable levels.
- Qualified security will be employed to help ensure the prevention of public nuisance.
- The Festival Management will have a Traffic Management Plan and road sign plans in place as necessary to keep festival traffic on local roads flowing freely without "jamming".
- A dedicated phone number (TBA) will be made available for local residents to contact if there is a public nuisance concern. The number will be distributed to the local authorities.
- The Festival Managers will work with the local authorities to minimize potential public nuisance

3.1.3 Securing Public Safety

- A qualified registered medical company will be employed and a medical point will be positioned clearly on site. The number and level of medical personnel will reflect the recommended number within their medical risk assessment for *Onion in the Wood Festival* and exceed the numbers recommended in the old HSE Guidance, “The Event Safety Guide”.
- There will be a Missing/Found Children point manned by suitably DBS checked personnel situated in a visible area on site.
- A qualified safety advisor has been appointed to advise on all elements of safety on site and assist in seeing that they are planned for and adhered to.
- There is a full event risk assessment and fire risk assessment that will show how to minimize the risk from hazards on site and suggest control measures to be put into place.
- A full, clear incident and evacuation plan will be in position should an incident occur.
- Food traders will be required to provide full safety documentation before the event and will be subjected to a stall safety and hygiene inspection before being allowed to trade.
- No refreshments will be served in glass containers.
- Staff and stewards are trained to look out for proxy sales and anyone that may be supplying alcohol or drugs.
- Each bar will have applicable fire extinguishers and where necessary, Fire Exits will be indicated

3.1.4 **Protecting Children From Harm**

- A section of this plan details how the event will deal with found or missing children on site.
- Anyone looking after found children must be overseen by a DBS checked person and have references.
- No one person will be left alone with a child – all child work to be done in pairs and/or in public view.
- Parents will be reminded of their duties towards their children on site, including placing their mobile phone number on the child’s white wristband, available via the Safeguarding Manager.
- There will be medical persons on site to deal with any medical emergencies that arise for all – including children.
- A firm “Challenge 25” position will be taken at all bar outlets to help prevent underage drinking. Security, medics and stewards will all take a role in watching out for underage drinking or treating those underage drinkers who need medical attention. Anyone supplying alcohol to underage attendees will be dismissed from the festival without a refund. Signage will be at all entry points and at all bars
- Security and the festival team shall be alert for any activities by teens that may be harmful to themselves or others such as use of alcohol on site or disruptive behaviour.
- Reports of neglect or abuse of children on site will be treated seriously and proper authorities will be notified immediately. The child’s safety takes priority.
- Should there be any foils or programmed activities of an adult nature, then these will be in secure areas with an age check on the door to ensure no admittance to under 18s

Responding to other non-licencing concerns that have been aired by members of the public over the weekend:

Concern regarding damage to the arboretum.

The Onion Fayre committee are as interested as everyone else in preventing damage. Security and stewards will be monitoring visitor behaviour and will step in accordingly. A pre-event assessment, will as part of our event risk assessment, highlight any areas that may need fencing off either for prevention of damage, or for public safety.

There will be undoubtedly short term wear to grass areas, which will recover. It is worth noting that large parts of the arboretum are bare earth.

In addition, the committee will make good as needed after the event. There are qualified horticulturalists and skilled groundsmen within the team!

Concerns regarding wildlife:

Newent Arboretum is very popular with dog walkers as it is an enclosed area where dog owners let their pets run free of the leash.

Dogs are predators, and their natural instinct is to follow scent trails of prey species- i.e. wildlife! Their continual day to day presence in the arboretum is as great, if not greater than 3 days of people and music. Any wildlife that is living in the arboretum is well used to human activity around them.

Similar concerns were raised when the Onion Fayre put on 'Onionfest' around the lake in 2015. It was interesting to note the ducks flying in and landing on the lake during the performance- completely unconcerned! Bats at twilight were out hunting over the lake as dusk fell, again showing their normal patterns of behaviour.

Roaming stewards and security will be monitoring behaviour of guests. Respect for the environment will be part of the brief.

As a matter to note, Forestry England promotes live music, art and cinema events in their Forests. Sting will be appearing in three different Forest England sites next year. Westonbirt hosts large concerts, e.g. Nile Rogers & Chic, and Sophie Ellis Bextor will be performing there next June.