

BRISTOL CITY COUNCIL
Place Scrutiny Commission

Thursday 31st July 2014

Report of: Strategic Director – Place Directorate

Title: Event Security

Ward: City Wide

Officer Presenting Report: Interim Service Manager, Culture

Contact Telephone Number: 23566

RECOMMENDATION

None

Summary

A short report outlining the agreed current process for putting on a public event and securing safety for it

The significant issues in the report are:

1. A description of the agreed procedure for facilitating public events associated with Bristol City Council
2. A description of the agreed procedure for ensuring security at events associated with Bristol City Council

Policy

1. The procedures outlined in this report conform to Bristol City Council policies

Consultation

2. **Internal**
Arts Festivals Officer
3. **External**
none

Context

4. Managing Safety and Security at Public Events

4.1 Bristol City Council Events team host and licence many events ranging from major outdoor festivals to touring theatre productions, sporting events, charity fundraisers, community fairs, religious festivals and arts trails. They are responsible for:

- providing the licensing, permit and safety requirements needed for outdoor events in Bristol
- providing advice and guidance for event organisers to promote their events
- the strategic and creative direction for Bristol Harbour Festival
- production and creative programming of the new mayoral initiative, Make Sundays Special
- supporting the development and delivery of creative initiatives either produced in or visiting the city

4.2 Events include

- Community Events –defined as any event organised by charities, not-for-profit, community or voluntary groups that directly benefit local residents and stakeholders.
- Commercial Events - including product launches corporate events marketing and promotional activities for profit making organisations Private lets
- Funfairs and Theme Parks
- Fireworks
- Circuses
- Filming
- Marches and demonstrations
- Water based events

4.3 The adopted procedure makes it clear that where members of the public are invited to participate in a staged and planned event, the responsibility, or duty of care, for public safety rests with the organiser and/or the owner of the property or land where such events are staged.

The event organiser has a duty of care to people working at or visiting your event, and safety must always be the paramount consideration before, during and after the event, whatever the size.

Health and Safety legislation applies to all events.

It is made clear to the organiser that they hold the responsibility to ensure that health and safety legislation is adhered to at all levels of management, from senior event team through to event staff, contractors and sub-contractors.

The implications of not adhering to health and safety legislation are serious, from major fines to imprisonment.

BCC expect organisers to have a competent, named person who is responsible for safety at every event - for larger events there may be a need for a dedicated safety officer. The organiser must ensure that they have developed processes for managing health and safety, and that all documentation is available to the Event Site Licensing Team on submission of the Site Licence application.

4.4 Security. Event organisers need to be aware of the Security Industry Authority (SIA) requirements for the employment of security and stewarding

Organisers will need to ensure enough identifiable stewards are in place to cater for the site, size and nature of the event. It is essential that stewards are adequately briefed as to their roles and responsibilities. It is not the role of the police or BCC to provide stewarding at events, nor to provide training to steward personnel. All designated security staff must be appropriately SIA trained.

A security and stewarding schedule, including the name and references of provider and a deployment plan, must be supplied with Site Licence applications.

4.5 Monitoring and Inspection. Bristol City Council Officers, and duly authorised agents, reserve the right of entry to any part of any event at all times, for inspection or any other purpose. Where the Council determines that an event organiser has persistently or seriously failed to meet the requirements of the Site Licence, or Premises Licence, or has failed to implement agreed plans, the Council is entitled to suspend the event for such a period as is considered necessary to ensure that any failures or breaches are rectified.

The Bristol Safety Advisory Group for Events (SAGE), set up to ensure public safety is at the centre of the decision making process with regards to events and to ensure a multi-agency, co-ordinated approach, will monitor and review the successes and problems associated with events, with the aim of improving standards in the industry and to reduce the possibility of repeat problems. SAGE will also advise on safety and security for any proposed event in response to a written site or event management plan

4.6 Support and advice. To support organisers through the application process and provide all the information needed to make a good application BCC has developed a procedural guide and series of toolkits which conform to the industry standard and health and safety legislation

The guidance is in addition to any legal requirements, government guidance and other advice, to which organisers should also refer. Full details of the procedure and associated toolkits and advisory documents are viewable on line at

<http://www.bristol.gov.uk/page/business-bristol/event-site-license-application-toolkit>

Public Sector Equality Duties

8a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:

i) Eliminate discrimination, harassment, victimisation and any other

conduct prohibited under the Equality Act 2010.

- ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
- remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
- tackle prejudice; and
 - promote understanding.

Legal and Resource Implications

Legal

< not applicable >

Financial

(a) Revenue

< “not applicable” >

(b) Capital

< “not applicable” >

Land

< “not applicable” >

Personnel

< “not applicable” >

Appendices: None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers: None