

APPENDIX 3

COMMENTS OF ENVIRONMENTAL HEALTH OFFICER

Olson Kendra

From: Nicolaou George (Enforcement)
Sent: 18 April 2011 17:05
To: Olson Kendra; Barrett Daliah
Cc: Pearce Derek; Malcolm Eubert
Subject: NS70.DOC
Follow Up Flag: Follow up
Flag Status: Completed

Representation for Tottenham Carnival

Licensing Consultation - Internal Memo

To: Licensing Officer

From: Enforcement Response Officer (Noise)

Name of Officer preparing representation:

cc: Team Leader Enforcement Response, Derek Pearce

Our Reference: WK/000186755

Date: 13th April 2011

Premises: Bruce Castle Park Lordship Lane, Tottenham, London, N17 0NS

Type of application: New

I would like to confirm that I have considered the above proposal with regard to the prevention of public nuisance and public safety on behalf of the Enforcement Response (Noise) Team & would like to make representations to the Application.

Prevention of public safety.

The event management plan does not show how the security will perform the duties that the police use to perform within the park.

SIA supervisors

Sufficient SIA supervisors will be employed to ensure public safety for patrons within the park and the surrounding area.

This is to stop the recurrence of the situation which happened last year when approx 40 youths jumped over the fence and intimidated the public within the park and caused damage to neighbouring gardens.

When the event finishes, licensed SIA supervisors shall supervise patrons and ensure they leave in a prompt and courteous manner, respecting their neighbours.

Licensed SIA supervisors will be positioned on the exits to ensure, as far as reasonably practical, that patrons do not with leave with alcoholic drinks.

Licensed door supervisors will patrol the cartilage of the park to prevent patrons urinating in public areas in the vicinity of the park. The SIA supervisors shall also ensure that patrons do not enter resident's gardens causing damage to property as happened last year

Public nuisance

The event management plan does not address the prevention of public nuisance from:

- airborne entertainment noise
- Structure borne noise or vibrations from entertainment
- Noise generated from patrons queuing to enter
- Noise from patrons exiting the premises
- Prevention of public nuisance and public safety

The noise caused by patrons exiting the premises and locating suitable transport home is likely to be detrimental to the residential amenity.

Sound limits

The licensee shall ensure that music played in the licensed area will not cause a nuisance to nearby residence.

Plant and machinery

All plant and machinery is correctly maintained and serviced to ensure that it is operating efficiently and with minimal disturbance to neighbours arising from noise

Dealing with complaints

A complaints book will be held on the premises to record details of any complaints received received from neighbours. The information is to include, where disclosed, the complainant complainant's name, location, date time and subsequent remedial action undertaken. This record must be made available at all times for inspection by council officers.

Patrons entering/exiting premises.

Where people queue to enter the park licensed door supervisors shall supervise and ensure the potential patrons behave in an acceptable manner.

Signs should be displayed requesting patrons to respect the neighbours and behave in a courteous manner

Prevention of nuisance from litter

Adequate receptacles for use by patrons will be provided in the local vicinity. The positioning of the receptacles will be agreed with the licensing officer

Food Vendors

If the committee is minded to grant this application provided the following conditions are adhered to on the grounds of Public Safety.

All participants must comply with the requirements of Food Safety and Health and Safety Legislation: Regulation (EC) No 852/2004; The Food Hygiene England Regulations 2006; and The Health and Safety at Work Etc Act 1974.

The application refers to 12 registered food business operators providing food during the event.

The following provisions must be made and information provided prior to the event:

- Contact name and telephone numbers (including mobile) for catering co-ordinator/manager
- Contact name & address for all caterers/traders
- Type and scale of catering proposed e.g. hot food mobile units, temporary kitchens within within marquees, barbecues, tea/cake stalls, sale of alcoholic refreshments, ice-cream kiosks
- Written details of how food safety will be managed throughout the event
- Site map showing location of catering units and services referred to below
- Details of water supply – permanent/temporary mains, number and location of water points
- Details of waste water disposal facilities/drainage points
- Details of trade waste disposal facilities
- Details/arrangements for disposal and collection of waste oil
- Details of LPG gas provision for caterers
- Details of electricity provision for caterers e.g. mains, diesel generators.
- Details of any contingency for interruption of supply of water, power, etc.

Food Vendors will not be permitted on site during the event without prior approval from the the council's Food Safety Department.

From: Nicolaou George (Enforcement)
Sent: 27 April 2011 10:50
To: Malcolm Eubert
Cc: Barrett Daliah
Subject: RE: Tottenham Carnival, FAO Nicky Price

My concerns are that 20 proactive security staff within the park is insufficient for a number of 7999.

There is no clear mention on how the stewards will be deployed and what training they have had.

The organisers also still seem to be relying on the support of the police.

1.7 Evacuation of the park should be a decision of the organiser.
Event shut down should be a decision of the organiser.

George Nicolaou
Enforcement Response
Unit 271-272
Technopark
Ashley Road
Tottenham
London N17 9LN

Phone 0208 489 5539
e-mail George.Nicolaou@haringey.gov.uk

THE MJ
2010
ACHIEVEMENT AWARDS
WINNER

From: Betts Keith
Sent: 20 April 2011 09:02
To: Olson Kendra; Barrett Daliah
Cc: Villalobos Jamie; McIver Bob; Chenier Pierre
Subject: FW: Tottenham Carnival
Importance: High

Kendra/Daliah,

Further to your e-mail in respect of an application for a License for the above named event, Commercial Environmental Health in liaison with Building Control , in the capacity as a Responsible Authority wish to make representation under the protection of public safety licensing objective. We have considered the application and attended a statutory meeting and have noted the following matters which are required to be completed to uphold the public safety objective:

1. Full details of the proposed event to be submitted for approval..

Given the deadline for the submission of information it is unlikely that I will have any time to give any further information submitted the attention it deserves.

Best Regards

Rebecca Whitehouse
Team Leader – Commercial Environmental Health
Enforcement Service
T: 0208 489 5142

Jamie Villalobos
Building Control Surveyor
Building Control
T: 020 8489 5139

APPENDIX 4

COMMENTS OF BUILDING CONTROL OFFICER

From: Villalobos Jamie
Sent: 19 April 2011 16:39
To: Olson Kendra; Barrett Daliah
Cc: Chenier Pierre; McIver Bob
Subject: RE: Tottenham Carnival

Kendra/Daliah,

Further to your e-mail in respect of an application for a License for the above named event, Building Control in the capacity as a Responsible Authority wish to make representation under the protection of public safety objective. We have considered the application and attended a statutory meeting and have noted the following matters which are required to be completed to uphold the public safety objective:

1. Full details of the proposed event to be submitted for approval..

Given the deadline for the submission of information it is unlikely that I will have any time to give any further information submitted the attention it deserves.

Best Regards

Jamie Villalobos
Building Control Surveyor
Building Control

T: 020 8489 5139
M: 07870 157 862
F: 020 8489 5229

APPENDIX 5

COMMENTS OF FIRE OFFICER

Olson Kendra

From: KEVIN.CLOSE@london-fire.gov.uk
Sent: 11 April 2011 09:27
To: anniewhyte@mail.com
Cc: Barrett Daliah
Subject: RE: Tottenham Carnival 2011

Hi Annie,

Just to update you with regard to the exit, gate 1, the local station advise that although this is very tight, together with the dip in the road surface they should be able to get through okay.

I will pass on your contact details and community initiatives offer to the Station Commander of Tottenham Fire Station.

Just thinking about the statutory meeting the other day; Nick stated that the entrance gate 5 is the emergency access route but also doubles up with the public entrance with knife arches etc. Some concern about getting all of that equipment out of the way in the event of an emergency was evident; therefore this should be explained in the event management and emergency plan exactly how this will be accomplished.

Regards

Kevin Close
Inspecting Officer
Barnet, Enfield and Haringey Borough Team
Fire Safety Regulation:North West Area 1
London Fire Brigade
020 8555 1200. ext; 38256
Fax 020 8807 7196
E-mail:- firesafetyregulationNW@london-fire.gov.uk

From: anniewhyte@mail.com [mailto:anniewhyte@mail.com]
Sent: 08 April 2011 14:15
To: CLOSE, KEVIN
Subject: Re: Tottenham Carnival 2011

Thanks Kevin -please give my details to the officer at presumably St Loys - there may be some community initiatives around fire safety in the home etc that LFB may wish to promote on the day ? Happy to discuss any opportunities the event may hold for marketing etc?Thanks for your help to date and have a nice weekend

Regards

Annie

From: <KEVIN.CLOSE@london-fire.gov.uk>
Date: Fri, 8 Apr 2011 14:06:45 +0100

To: <anniewhyte@mail.com>
Cc: <Daliah.Barrett@haringey.gov.uk>
Subject: RE: Tottenham Carnival 2011

Hi Annie,

Just to update you, I have arranged for the local station to access Exit gate 1, so hopefully they will forward their findings and I shall advise accordingly.

Thanks.

Kevin Close
Inspecting Officer
Barnet, Enfield and Haringey Borough Team
Fire Safety Regulation:North West Area 1
London Fire Brigade
020 8555 1200. ext; 38256
Fax 020 8807 7196
E-mail:- firesafetyregulationNW@london-fire.gov.uk

From: anniewhyte@mail.com [mailto:anniewhyte@mail.com]
Sent: 06 April 2011 14:01
To: CLOSE, KEVIN; nicky@tottenhamcarnival.co.uk
Subject: Tottenham Carnival 2011

Hello Kevin

Thank you for your email earlier today - the works in the park are associated with the improvements on the Tennis Courts area. I have of course enquired as to the time scale for completion and have been informed by Haringey that , subject to weather conditions , the works should be completed by May 27th .

Please see the email below from Parks Dept.

I have been informed that the project does not include plans to change any aspect of the entrance/exit point we refer to as GATE 1 for the purpose of the event - it will still remain as a vehicular access/exit point for parks vehicles only on a daily basis, and has a collapsible metal bollard in situ to prevent non permitted vehicles access. We are permitted to hold a key for removing/reinstating the bollard on the day of the event.

For the duration of the event , this gate will be staffed as standard to direct the public to the official public access points (GATE 3 / 5)

On this basis and working on the information received, the use of GATE 1 remains as the ingress/egress point for Emergency vehicles for the duration of the event.

With reference to the Main Double gates on Church Lane , LBH are currently in the midst of an insurance claim with contractors who carried out works on the playground area in 2010 and allegedly damaged the gates / pillars at some point - I am pursuing the status of the issue and will inform you of any developments.

Please contact me if you need information and I will see you on Friday morning at the Stats meeting.

Regards

Annie

EMAIL FROM PARKS DEPT

Reply |Badoe McQuick Bridget to me
show details Mar 15
from Badoe McQuick Bridget <Bridget.BadoeMcQuick@haringey.gov.uk>
to Annie Whyte <annieevents@goolemail.com>

dateTue, Mar 15, 2011 at 2:54 PM
subjectRE: Event Application Pack - Tottenham Carnival
hide details Mar 15

Hi Annie

The community rate for this year is £110.00 and the bond site is £543.40. I've re-attached the email I sent to your other email address with all the events forms.

I've been informed that subject to weather conditions the works should finish on 27 May 2011.

Thanks
Bridget
020 8489 1418

Annie Whyte Events
07940 254 202
020 8801 2847

anniewhyte@mail.com

For fire safety advice please go to <http://www.london-fire.gov.uk/YourSafety.asp>

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This email has been scanned by the MessageLabs Email Security System.
For more information please visit <http://www.messagelabs.com/email>

Olson Kendra

From: KEVIN.CLOSE@london-fire.gov.uk
Sent: 19 April 2011 10:30
To: Barrett Daliah
Cc: Olson Kendra
Subject: Tottenham Carnival 2011
Follow Up Flag: Follow up
Flag Status: Red
Attachments: Representation to Licensing Authority Tottenham Carnival.doc

Hi Dale,

I am making a representation about the licence application as we have not received all the required information, as discussed in the recent statutory licence meeting. Annie has advised that this information will be received by the 20th but this leaves little room for any questions.

I have enclosed an undated copy of the letter that has been issued to our admin today, but you should receive the original, duly dated shortly.

The applicant has been informed via standard letter.

Thanks

Kevin Close
Inspecting Officer
Barnet, Enfield and Haringey Borough Team
Fire Safety Regulation:North West Area 1
London Fire Brigade
020 8555 1200. ext; 38256
Fax 020 8807 7196
E-mail:- firesafetyregulationNW@london-fire.gov.uk

For fire safety advice please go to <http://www.london-fire.gov.uk/YourSafety.asp>

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For more information please visit <http://www.messagelabs.com/email>



Ms D Barrett
Lead Licensing Officer
Haringey Council Licensing Authority
techno Park
Ashley Road
London
N17 9LN

London Fire and Emergency Planning
Authority runs the London Fire Brigade

Date **DRAFT**
Our Ref FS/31/10723

Dear Madam

LICENSING ACT 2003

Premises: Tottenham Carnival, Bruce Castle, Lordship Lane, London. N17 8NU

With reference to the application dated 18th March 2011, as shown on your plan, the application has been examined and **the Fire Authority want to make a representation** to the Licensing Authority in relation to this application.

The applicant has been informed that the Fire Authority will be making a representation to the Licensing Authority.

The Fire Authority has not received the information in sufficient time and has not therefore, been able to form a judgement as to whether the public safety objective of the Licensing Act has been adequately addressed.

Please advise me, at your earliest convenience, of the date and time of the Licensing Committee Hearing.

Should these matters be resolved to the satisfaction of this Authority at least 2 days prior to the Licensing Committee Hearing the representation will be withdrawn.

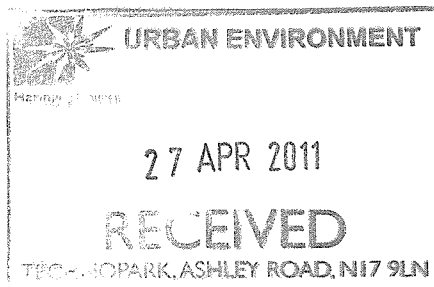
Any queries regarding this letter should be addressed to the person named below. If you are dissatisfied in any way with the response given, please ask to speak to the Team Leader quoting our reference.

Yours faithfully,

for Assistant Commissioner (Fire Safety Regulation)

Fire and Community Safety Directorate
firesafetyregulationNW@london-fire.gov.uk

Reply to K.Close
Direct T 020 8555 1200 Ext. 53252



Ms D Barrett,
Lead Licensing Officer,
Haringey Council Licensing Authority
Techno Park
Ashley Road
London
N17 9LN

London Fire and Emergency Planning
Authority runs the London Fire Brigade

Date 26th April 2011
Our Ref FS/31/10723

Dear Daliah,

LICENSING ACT 2003

Premises: Tottenham Carnival, Bruce Castle Park, Lordship Lane, London. N17 8NU

I confirm that the matters detailed in this Authority's recent letter and schedule, about which this authority intended to make a representation to the Licensing Authority, have now been addressed to this Authority's satisfaction.

Accordingly, this Authority is withdrawing its representation.

This letter is without prejudice to the powers of the licensing authority and to any requirements or recommendations that may be made by enforcing authorities under other legislation. It is also without prejudice to any requirements or recommendations that may be made by this Authority under the Regulatory Reform (Fire Safety) Order 2005 or the Petroleum (Consolidation) Act 1928. All alterations should comply with the appropriate provisions of the current Building Regulations.

Any queries regarding this letter should be addressed to the person named below. If you are dissatisfied in any way with the response given, please ask to speak to the Team Leader quoting our reference.

Yours sincerely,



for Assistant Commissioner (Fire Safety Regulation)

Fire and Community Safety Directorate
firesafetyregulationNW@london-fire.gov.uk

c.c.: The Tottenham Community Festival & Carnival, Charity - PO Box 51420, London. N17 6ZE

Reply to K.Close
Direct T 020 8555 1200 Ext. 53252
Direct F 020 8807 7196

APPENDIX 6

MINUTES OF LAST YEAR'S DEBRIEF MEETING

**TOTTENHAM CARNIVAL – BRUCE CASTLS PARK
DEBRIEFING MEETING ON TUESDAY 7TH JULY 2010**

ACTUAL EVENT : SATURDAY 19TH JUNE 2010

ORGANISORS:

Nicky Price, Carnival Committee
Joseph Manning, Mannings Amusements
Annie Whyte, Tottenham Carnival
Alan Strachen, Youth Sound System

PRESENT

George Nicolaou - Chair – Enforcement Services LBH.
Simon Wilmot - Police
Kevin Close - Fire Officer
Jamie Villalobos – Building Control LBH
Tim Pyall, LBH – Recreations

Pat Derrick – Minute taker LBH - Enforcement

Simon Willmot	A total of 144 Police Officers were in attendance. This event now seems to attracted gang elements. More officers will be needed next year if the event goes ahead. We don't wish to have this happening again next year. 4 knives were found the hidden in the bushes. It seems like gangs are now attracted to this event. The gangs included people from Edmonton and Hackney as well as Wood Green and Tottenham.
Nicky	We are aware there had been more attraction this year.
Simon	A group of 40-50 youths forced their way through gate 4 and stumbled over stalls and children's play area.
Nicky	I did not know this. There were more attractions this year and that's why the gangs turned up.
Simon	Your security should have informed you.
Nicky	There were groups going over the fence. They were followed by others in the park. We did not approach them. Less then 20 people. We need to do approach these youths earlier and get them out of the park. The culprits were mainly from Thomas Moore's school. Blue uniformed kids.
George N	The gang of youths that turned up were not there for the attractions of the Carnival they just wanted to cause havoc within the park..
Nicky	Yes the 40 or so youths came to disrupt. We need to take out the rouge leaders.
George N	The only way of preventing large groups of entering or surging the gates is to put steel shielding around the perimeter of the park. If there were a surge the gates could

	be shut. This will cost a lot.
Nicky	We have been organising this event for 13 years with no major incidents. We are doing a good job. We are not going to be blackmailed by these groups. We will STOP them. Look at changing the culture and try to educate them. Security to be more aware.
Alan	Young people are getting more brazen. We need to ensure we work closely with the Police.
Nicky	Change our plan. Look at the strategy again. I should have got security to take the youths out of the park.
Annie	This is a London wide problem. We need better strategy.
Simon	This was not the first time we had an incident. Last time we had to clear the High Road using riot shields after the carnival. This time youths were ransacking people's gardens. This frightened residents.
Nicky	I did approach you Simon at the time.
Simon	When you approach me, nothing major had happened.
Nicky	How do we control this? Going into schools before hand and make them aware of the situation. <ul style="list-style-type: none"> - Stop scaring people. - Stop kids following gangs. We observed this year and were glad the Police marched them out.
Simon	We should not have to do this. Get the strategy in place.
Nicky	I disagree "it was not a safe event". It was intimidating.
Simon	The youths fought later.
Annie	Where was the trouble?
Simon	On the Farm.
Nicky	I knew exactly why they were there just to intimidate people.
Simon	2 men were also attacked.
Nicky	I was not informed. Now I have read the report. Police escorted them out and put them into the cab. Police did not advise me on the ratio etc.
Kevin	I have no feedback on the carnival.
Joe	We had security on the gates to the funfair and stopped the youths from entering. Put fence strategy up. A draw bridge will be put in place for next event.
George N	There were cars driving after 11:30. There were 2 or 3 cars. They should have been stopped.

Nicky	We took the keys away from one of the drivers.
George N	The Bear Tents had glass bottles on display on tables. These were moved to the rear of the tent. Plastic bottles should only be used.
Nicky	Never been told about plastic bottles. Hand water jugs were made of Glass. You also had concerns with some exposed generators. These were fenced off.
Nicky	We will need to review next years carnival. This is expected each year. We need to curtail this before it gets out of hand. We should have removed the youths from the park earlier. It was sad as visiting families were intimidated.
Alan	The numbers attending were very low this year.
Nicky	Not advertised enough was the reason for low numbers. The youths that led the gang through the park were excluded from St. Thomas Moore school. Edmonton – no message from the,
George N	The problem that happened in the park during the Carnival cannot be solved today. You will have to look at your strategy plans/risk assessment etc. and try and come up with a solution that will illiminate problems like this.

MEETING CLOSED : 14:30

APPENDIX 7

MINUTES OF THE LAST STATUTORY MEETING

08/04/2011 - Licensing Stat meeting Minutes – Tottenham carnival,
amended on 27/04/11

Attendance	DB Daliah Barrett NP Nicky Price SW Simon Wilmot GB - Alf AM- Anne Morgan AW Annie GN George Nicolau A -Alan P- Pierre Chenier KC Kevin Close Tanzil Ahmad Minute taker
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Name	Comments
NP	New area not marked on the map (Lordship lane side) Deal with trouble immediately (after last years "Rushing") Similar to previous events
DB	Raised concerns about previous events Concerned about no police within the event this year and asked how organisers would deal with any matters
NP	Zero tolerance (last years group would not be allowed in) Group from previous event "cocky" This time to prevent group immediately Strong security team 50 SIA (plus stewards) 100 in total – needs to be more active Without that one incident, event was successful Additional security (such as harris fencing between gate 4 & 5)
GN	Fencing can be pushed easily
AW	Other option – outer layer and gaps
NP	Takes large crowd to push fence over
GN	Disagreed
AW	Fence reason is based on last years event
GN	Double fence? Inside and outside
AW	Mindful of area such as bushes
GN	Anyone can jump fences
AW	Budget issues if trying to install boundary fence

- NP Able to control event from 14 years experience
- SW 40 people came over the fence
- NP Unaware 40 people came over fence in one go who were previously thrown out.
Shocked and upset
- SW Concerns about event becoming public disorder issue
2nd part of day groups gathering and getting larger
Event organisers responsible for security
Previous events means police required
Community event – police staying outside this year
Gangs of youths - two knives found from last years event
Police intervened but no help from security on site.
No security strategy suggested – no plans provided
No searching by police – event organisers responsibility
will 50 SIA be enough? Needs to be documented
Fencing needs to be sufficient – whole length of open areas and gate 5-4 plus car park
- NP Security representative not here – sends apologies
Security will take over the gate searching plus 2 instant response team.
When police present – they take back seat
50 SIA minimum – they will have a structured plan
- DB Event management plan required to show how crime and disorder objective will be upheld
- AW Shift in working – they have worked in partnership with police.
Government cuts affects community such as police not working closely as before
New ways of working
No plan provided today as no security person available
- DB Police letter forwarded to NP. What police can and cant do
- AW Letter not received. Maybe lost in communication
- DB Some police service not provided
- NP Aware of fencing, security increased etc.
- DB How is crime and disorder managed
- NP Unaware of providing security plan

- AW Concern on not receiving letter
- NP Unaware
- SW Outlines concerns such as area not being policed
- NP Security team aware of security changes
- DB Security plan required by closing date of consultation
- NP Last year event was eventful until rushing
- DB Last years incidents appeared on debrief. NP should have known.
This year requires more security and more defined roles performed by security.
- NP Does not want this blown out of proportion
- DB Women injured and scared. Nothing being blown out
- SW Frightening at previous events. People feeling in danger
Event starting to attract bad youths.
- NP Family event. Do the Police look at the gang element
- SW We deal with gang culture every day
- NP How do we not attract them?
- DB The event is attracting them
- AW Community event including all stakeholders
Tottenham is difficult area
Trying to address all issues
Previous years incident being resolved with new changes
Partnership not being there
- SW What is partnership being dissolved? Not being inside park?
- AW Government cuts and partnership changing
Gang issues exist in area
Need to work together
- SW Events attracting gangs, wants no one injured or property damage
- NP Groups will arrive, we can deal with issues inside the park
New police guidelines means they are outside

- DB Prevention of crime and disorder is the event managements responsibility.
- DB New territory for organisers of event, even though the licensing objectives have not changed the onus is upon the applicant to demonstrate how they will uphold crime and disorder for the event.
- NP We will provide plan
20th April is deadline
- SW Stewards trained? Proof? Extra responsibility
- NP Increased stewards, 50 trained stewards out of 100 security staffs
- SW They will need professional training (SIA)
- AW/NP Security to move people around
- GN Police inside being replaced by SIA trained staffs
- NP Two incident response team (10 in each)
They are not trained in "kettling"
- PC Can we look to improve food cooking areas?
Jamie spends too much of his time dealing with the issue of protective barriers and extinguishers.
- NP We have a Fire Officer on site who deals with this.
- PC Despite this we are still spending far too much time on this matter. Do you send out the requirements to the traders?
- NP We send them all the information in advance.
- PC They don't seem to understand the information and it should be reviewed/updated. Are there any changes from the previous events regarding the stages, barriers & power?
- NP Everything is as per previous years.
- PC No issues to raise. With regard to the proposed Heras fencing adjacent the children's play area, buttressing poles can be used for extra strength.
- KC Issues covered in documentation
Gate not wide enough for fire truck but wide enough for

ambulance. Space is too tight and not sufficient

NP Difficult to clear people in an emergency at gate

KC Not convince as gate needs to be wider

AW Gate will be fixed by Haringey insurance- in time for event

PC Where do Fairground vehicles enter?

NP Entrance via gate 5

DB What times is the music stopping?

AW Music stopping at 6:30 (7 for the main stage)

AL Remove fencing and improve gates, providing more control
For the fairground area

NP Gate control – separate lane for family entrance to be operated

KC Local fire team to visit site

GN Not sell glass bottles?

NP Agreed, no glass bottles

GN Spare gas cylinders need to be locked away.
They need crimped connectors to the rubber tubes, no jubilee
connections

SW When will we have the list of acts?

AL Less acts this year

SW 10th June deadline agreed for acts that are appearing

AW No headline acts (due to budget?)

AW Determine to raise money

NP Borrowing money / Sponsor money

SW Olympic 2012 may affect policing for 2012 event

NP Is aware
2012 will be Haringey event as oppose to individual

AW Capacity is 7999

DB Large capacity event is Max: 7999

NP Wants to challenge

DB The Act does not use that wording for large events, the max including all staff and food sellers etc is 7,999. the organiser must ensure that the capacity is maintained throughout the event.

Concerned about no.'s given to newspaper such as 20,000 +

Closing date for representation is 20th April

APPENDIX 8

APPLICANTS RESPONSE TO REPRESENTATIONS BY RESPONSIBLE AUTHORITIES

The Tottenham Community Festival and Carnival 2011

RESPONSES TO REPRESENTATIONSSUBMITTED TO LBH

Response to Enforcement / Ref; WK/000186755/Derek Pearce –LBH
Response to Simon Willmott – Sergeant Football and Events – Met Police
Response to Jamie Villalobos /Pierre Chenier – Building Control Surveyor LBH
Response to Rebecca Whitehouse – Team Leader Commercial Environmental Health LBH
Response to Kevin Close – London Fire Brigade

PREVENTION OF PUBLIC NUSIANCE

1. Airborne entertainment noise
2. Structure borne noise or vibrations from entertainment
3. Noise generated from Patrons queuing to enter
4. Noise from patrons exiting the premises and locating suitable transport home is likely to be detrimental to the residential amenity.

. 1. Airborne entertainment noise

PA SYSTEMS/STAGE PROGRAMME

- The site plan pays particular attention to the location of pa systems /stages – the siting of speakers on PA wings is directed away from residential areas (namely Bruce Castle Road)
- The MAIN STAGE systems are sited to direct sound into the park and away from residential areas (Church Lane from Lordship Lane to the Gate 5 is largely non residential (aside from All Hallows Road)
- The nearest pa to All hallow Rd is sited in a marquee in the children's area – the marquee offering a sound barrier.
- All pa systems are located either on stages or in marquees and controlled by a qualified sound engineers - the event does not permit any 'free standing sound systems' on site.

Many London Borough's advise of the acceptable DCB level at outdoor events – the applicant requests this information from LBH to ensure the levels are not exceeded.

DEALING WITH COMPLAINTS

- A complaints book will be held in the CONTROL POINT to document any complaints received from residents. TWO contact numbers for the organisers on site will be made available to LBH should a complaint be received by them at any point- Complaints are taken very seriously and organisers will work to resolve any complaints received.
- The event is a one day community festival and attracts a large number of children and families – over the 13 year history of the festival residents have been encouraged to come along to support and enjoy the event and organisers ensure that the event is publicised well in advance to inform the public that the event is taking place.

2. STRUCTURE BOURNE NOISE OR VIBRATIONS FROM ENTERTAINMENT

- All generators used on site and enclosed , super silent units
- Noise levels are controlled from front of house on all stages by qualified personnel.
- No heavy vehicles are operational during the event (excepting emergency vehicles)
- The site primarily consists of table top stall holders and marquees housing organisations who supply literature and information (no sound systems/audio omissions as standard)

3. NOISE GENERATED FROM PATRONS QUEING TO ENTER

- The main ENTRY POINTS located on Church Lane and all exit points will display a sign asking Patrons to be considerate to local residents and behave in a courteous manner whilst queuing and on leaving the premises at the event close point.
- The 2 main entry gates are located on CHURCH LANE – the road is closed to traffic and the area directly affected by patrons queuing is non residential (apart from All Hallows Road) All other entrances to the park normally utilised by park users will serve as Exit Points only on the day and will be staffed to direct visitors to the official entry points.
- As is customary , all local residents will be informed about the event at least one week prior to the scheduled date and any issues of access required /special circumstances will be addressed by organisers when they are contacted by residents – a contact number is available on all marketing material circulated before the event.
- The event takes place during daytime/daylight hours and visitors are permitted to enter the venue from 12noon. The event close time of 19.00hrs is strictly adhered to and the following announcement made from the MAIN STAGE ‘

‘The event has now closed we hope that you have enjoyed your day – . We ask that you please be mindful of local residents when leaving the park and please make your way to the nearest exit points in an orderly fashion as directed by event staff ‘

Site clearance is effected immediately by organisers, security and steward teams.

4. NOISE FROM PATRONS EXITING THE PREMISES AND LOCATING SUITABLE TRANSPORT HOME IS LIKELY TO BE DETRIMENTAL TO THE RESIDENTIAL AMENITY

- The hours of opening for this event are from 12 noon – 19.00hrs
- The audience is made up of local residents in the main who have travelled on foot to the event as there are no parking facilities in the area as such the majority do not require the use of public transport.
- The event employs an **‘EXIT STRATEGY’** * and works in partnership with the Met , key local community and youth leaders and the business community to ensure the get out and dispersal of all visitors (primarily local youth) is executed to minimise any disruption to local residents / business outlets.
- 50 SIA security personnel plus 50 Trained stewards will be employed to secure the event on site. Signs will be clearly displayed at all entry points to inform visitors that a search policy is employed for the event as a **‘Condition Of Entry**

- On entry to the event all I Patrons will be requested to :

Walk through the Knife Arches
Move to the table areas for bag searches

Security Teams (**8 SIA PERSONNEL PER TEAM**) on the gates will conduct the searches (utilising Knife Arches and hand held wands). The Metropolitan Police will be on duty outside the designated site area only and will work with the event control point to relay any intelligence pertaining to a potential risk to visitors by any individual/persons/groups that are seen in the vicinity or in the queue to gain access. The Met will also assist security teams on site should their intervention be required and;

- *The risk is of a significant nature as in a potential major public disorder issue which poses a threat to the safety of visitors and staff and requires the event to close down or requires a temporary or total shut down of entry to the event.*
- *In the event of any person/persons who endanger the safety of visitors/staff on site, they will be escorted off site by the designated security teams on site – The Met will be informed via radio that the person/persons are being ejected from the site, which gate/exit point they are being taken to and if an arrest or other action is required.*
- *The Main entry points (GATE 2 AND 5) will not be used for the purposes of removing individuals from the site (unless a hazard is reduced if this is the most effective course of action)*

- **MORE ABOUT EXIT STRATEGY***

The **EXIT STRATEGY** was developed by organisers and key local community figures working with the Met, in response to issues which arose after/during the dispersal of visitors, in the main local and non borough based youth, after the 2008 event. The Strategy involves the strategic placement of local youth leaders/workers at specific locations on key exit points from Bruce Castle Park to High Rd Tottenham, towards Wood Green, Broad water Farm and surrounding areas.

The Strategy has been very successful and is now employed on a National level by the police. The development of the strategy clearly demonstrates that the event organisers strive to find solutions to problems commonly associated with this area of London and to ensure that the more commonly held view, that this long standing event is a welcome addition to events in Haringey, is upheld.

ADDITIONAL INFORMATION EVENT MANAGEMENT PLAN

Fire Officer Concerns.

EMERGENCY VEHICLES INGRESS/EGRESS.

Gate 1 is the designated entry/exit point for Emergency Vehicles.

There was an issue pertaining to the adequacy of the width of the gates and the dip in the road just before entry to the park – the Fire officer is now satisfied that this gate id fit for purpose.

FOOD VENDORS

All vendors are contacted in writing detailing LBH rules / regulations regarding mobile trading at the event. In addition to the details already submitted in the EM, the following rules apply;

- The Vendor must be registered with a council
- No Jubilee Clips are used
- Extinguishers/Fire fighting equipment has been checked in the calendar year to the event.
- All units will be inspected by the FIRE MARSHALLS on the day prior to event opening time
- Diesel Generators Only
- Food Hygiene Certificates must be submitted before any confirmation of attendance can be given

ALCOHOL SALE

All vendors are strictly forbidden to sell or attempt to sell alcohol from their trading posts. Should any trader be found to be in possession of or attempting to sell alcohol, they will be required to;

- Cease trading immediately
- Close and pack up their unit
- Banned from the event and their details given to LBH Officers / and the Met police.

They will not be ejected from the site as no vehicle movement is permitted for the duration of the event.

Simon Willmott – MET POLICE CONCERNS

SECURITY PLAN –TOTTENHAM CARNIVAL

OVERVIEW

Number of Personnel	50
Personnel	
Stewards (Trained)	50

LOCATIONS AND TEAM STRUCTURES

<u>Location</u>	<u>Number of SIA</u>	<u>Number of Stewards</u>
20 Instant Response Pro-actives	20	0
Main Stage	2	2
Latin Stage	1	2

Youth Stage	3	0
Gate 4	1	1
Gate 2	1	1
Gate 1	1	1
Gate 3	8	4
Gate 5	8	4
Gate 8	2	0
Gate 6/7	1	1
Pensioners	0	1
Control Room	2	0

INSTANT REPOSE PROACTIVES

- IRP's TEAMS will actively patrol the entire site throughout the duration of the event.
- The Teams will be available to deal with any issues of site public safety on site and will consist of ;
- 4 Proactives + I supervisor per team.
- The Teams will operate using the standard code signs and protocols as submitted with the EMP for Fire / Fights/Bomb/ Medical Emergency situations.
- Supervisors will lead on communication with CONTROL ROOM and Event Organisers in the event of an on site incident
- Should the incident require the assistance of the MET – the LICENCE HOLDER will activate the request directly to the assigned MET contact via radio.
- Teams will respond to any potential threat to site/ public safety by monitoring/observing crowd behaviour and/or attempts by local Youth to assemble in large groups around the site.
- Individuals/persons will be removed from the site should their behaviour pose any threat to visitors/staff on site.

ENTRANCES /SEARCH POLICY

As the MET can no longer staff Knife Arches at the event and the responsibility now lies solely with the organisers, the gate policy is as follows;

- Signage on all gates informing Patrons that a search Policy is employed and is a '**CONDITION OF ENTRY**'
- A two lane system of entry, one being made available for buggies, facilitated by pedestrian barriers, will be in place outside the entrance to the venue. This will ensure that only two people can enter the venue at any one time .Two SIA

Security personnel(left and right of the gates) will be on duty at the point of entry

- *All patrons will be required to walk through the knife arches*
The Arches will be staffed by 4 SIA personnel

Should the alarm be activated the individual will be taken to the one side and a more thorough search will be conducted by security teams

- After passing through the Arches , patrons with bags will be directed a to table top point for a bag search (2 SIA Personnel)
- Non permitted items; Glass Bottles /Alcohol - will be confiscated in bins for this purpose only
- The Met Police will be alerted immediately by the security team supervisor if an individual is found in possession of a weapon or item deemed a threat to the public and/or safety of the event/staff/ public.
- A weapons sweep by the security/stewards will be conducted throughout the day (tic)
- The Met will communicate an intelligence on the day via the CONTROL ROOM and LICENCE HOLDER –

BARRIERS AND FENCING

The Met have requested that additional Heras fencing be provided at the following locations;

- In front of Bruce Castle Museum (inside perimeter fence) from the end of existing wall , by EXIT 2 , to higher fenced area.
- By Exit 4 (entrance to Children's playground) to Main Entry GATE 5
- Exit 4 will be staffed by SIA crew and stewards and heras fencing to the left and right of the gate wil be erected

The existing fence is just under 6ft high and at some points the drop below into the playground is nearer seven foot - organisers have contacted the Met to review this in terms of and effective a safety measure

SECURITY RISK ASSESSMENT

**RISK ASSESSMENT FOR EVENT
BY BRACE SECURITY LTD.
For
Tottenham Carnival 2011**

1.0 NATURE OF EVENT

A festival event, incorporating, Live Music performances, known artist performances, Hot Food Vendors, Licensed Bar area, Marquees and Information points.

1.1 VENUE

Open air event in Public Park area which houses. Temporary structures Marquees/Staging/Stalls.

1.2 AUDIENCE PROFILE

PREDICTED AUDIENCE	RISK LEVEL
Family Groups	Low
Young Adults	High
Children	Low
Teenagers	High

1.3 PAST HISTORY

Obviously security will play a key role in the attitude toward future applications for such an event. Brace Security will keep the security strictly regimented and follow the security plan to the letter.

Assumed Risks of event:

RISK FACTOR (High) IN PLACE	Young Teenagers / Gangs / Restricted entry to event
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1.4 HEALTH AND SAFETY

(First aid cover)

St Johns Ambulance:

- 2 mobile Units
- 12 trained Personnel
- Accident Log Book for recording incidents
- public incidents dealt with at main security control point

1.5 HEALTH AND SAFETY

(First aid cover)

St Johns Ambulance minimum suggested Requirements for the 7999:

- 2 mobile Units
- 12 trained Personnel
- Accident Log Book for recording incidents
- public incidents dealt with at main security control point

1.6 SECURITY / CROWD CONTROL

- *Security Control Point:*
- *Control Vehicle on Site situated in centre of **MAIN** Area preferably with CCTV capability*
- POLICE control vehicle situated in Park
- 50 security guards

As a provider of professional security our knowledge of that specific area is essential. We are an extremely experienced North London firm which has countless events under our belt, all of which have been trouble and incident free. We will provide trained personnel. Including full time security operatives (team leaders), stewards and patrolling, drug and specialist dog handlers to dissuade and actively prevent the development of trouble spots. (All of which are first aiders)

The area will be separated into zones and each zone will have a team leader who will be responsible for their own specific area of the event. Teams of Security will be allocated to high-risk areas for the duration of the event with a significant number of high visibility floating security staff.

Brace security would highly recommend that at the earliest available opportunity a meeting should be arranged between the promotion company, the local authority and the metropolitan police so that areas of concern or contention can be tackled at the earliest available opportunity.

1.7 PROCEDURES MUST BE IN PLACE FOR:

- Lost Children
- Control Point / secure area
- Evacuation of Park Decision to be taken by senior Police Officer
- Event Shut Down; Decision to be taken by a senior Police Officer
- The event employs a 'STRICTLY NO DOGS' entry policy, with the exception of guide dogs AND SECURITY k9'S. Staff on gates will STRICLY reinforces this policy.
- Confiscated drug deposits and procedures
- Confiscated weapon disposal and procedures
- Lost property procedures
- Emergency access points
- Emergency medical scenarios

1.8 FIRE MARSHALL

A Fire Marshall must be on site at all times this is the responsibility of the organiser to both source and acquire unless we are other wise instructed:

Start until finish (but including a pre-event tour for regulation requirement list)

Providing all stages with:

- CO2
- H2O Extinguisher and Fire Blankets.

1.9 STAGING

All event staging must be provided and built by professional companies, who have a long association with event and have a good history in the industry. Please specify that a high level of RISK ASSESSMENT is required from each company.

RISKS:

- Crowd Control at front of stage areas
- Equipment
- cabling posing risks
- Back stage access
- Performer access

SOLUTIONS:

- All stages will be allocated crowd control barriers at front of stage- public will not have access to back stage areas.
- All stages will have security/steward crews in place to ensure public are not at risk.
- All cabling will be enclosed via crush barriers or matting and not be strewn across public access spaces.
- Access area passes will be allocated to the appropriate personnel

