

CotsFeast - The CamperVin Co Ltd, Playing Field, The Avenue, Bourton-on-the-Water

Conditions accepted by the applicant, proposed by the Police

Event Management Plan (EMP)

The Premises Licence Holder (PLH) will, so far as is reasonably practicable, ensure that the event operates in accordance with the provisions of an Event Management Plan (EMP) which shall contain detailed policies and plans to promote the licensing objectives.

At a minimum, the EMP will include (either as part of a single document or a series of documents) the following:

- a) Overall description of the event (with intended activities and entertainment, anticipated number of attendees and detailed plan/s of the event site. The plan/s will include emergency exits, temporary structures, bar, stalls, toilets, and fire precautions)
- b) Details of event hierarchy and specific responsibilities for ensuring the smooth running and safety of the event
- c) Stewarding Plan
- d) Alcohol Management Plan (to include Challenge 25 Policy, Staff Training, Glass Policy and Incident Reporting)
- e) First Aid and Welfare Plan (to include Safeguarding, Ask for Angela, Missing Children and Vulnerable Adults Policy)
- f) Emergency and Contingency Plan (to include Communications, Emergency Evacuation Procedures and Major Incident / Terrorism Plan)
- g) Risk Assessments

A Final Draft EMP (save for any necessary reasonable amendments) will be submitted to the Licensing Authority and Gloucestershire Constabulary Licensing Team (Licensing@gloucestershire.police.uk) at least two weeks prior to the first date on which licensable activities are due to take place.

Incident / Refusal Log

An incident log (electronic or written) will be in operation and made available to an authorised officer of the Licensing Authority or Police upon request. The log must be completed within 24 hours of the respective incident and will record the following:

- (a) any crimes reported to the venue
- (b) any refusals of alcohol
- (c) any incidents of disorder and or ejections of patrons
- (d) any complaints received concerning crime and disorder or anti-social behaviour

Alcohol

Customers will not be permitted to bring their own alcohol on to site and all alcoholic drinks for consumption on the premises shall be sold in non-glass drinking receptacles.

Unaccompanied Children

Unaccompanied children (persons aged under 16) shall not be permitted on the premises at any time. Children must be accompanied by an adult.