



[Insert Annual Heritage Event Name]

EVENT MANAGEMENT PLAN

Attribute: image
from
pngtree.com

A Private Company Limited by Guarantee Without a Share Capital **Company Registration (GB)**
[00000000] Registered Office; [Insert Registered Office Address, Postcode].



IMPORTANT: "This document is a redacted extract from a live, real-world Event Management Plan. Rebuilt from a collection of un-indexed legacy text files and un-structured documents, it serves as a high-fidelity benchmark sample of our technical document engineering. The precision multi-level index architecture demonstrated here guarantees seamless navigation and rapid cross-referencing for complex operations, referencing and reviews."

Index

1. INTRODUCTION	
Isolation of Agency Scrutiny	1.1
Competency & Specialised Scrutiny	1.1.1
Guidance Benchmarks & Operational Equivalency	1.1.2
Advisory Amendment Governance Matrix	1.2
System Case Study: The Wind Telemetry Fallacy	1.2.1
Risk & Operational Feasibility Matrix	1.2.2
Rejection of Arbitrary Mandates	1.2.3
Resolving Interdepartmental Conflict & Probabilistic Primacy	1.2.4
Summary	1.2.5
2. INCIDENT COMMAND	
Communications Routing	2.1
Operational Command Structure & Radio Telemetry	2.1.1
3. THE EVENT	
[Insert Relevant National Governing Body]	3.1
4. INFRASTRUCTURE & WELFARE ASSET DEPLOYMENT	
Temporary Sanitation Layout	4.1
Hydration Infrastructure (Mains-Fed Distribution)	4.2
Environmental Waste Containment	4.3
5. GENERAL SITE LAYOUT	
6. EVENT MANAGEMENT PLAN Structure	

1. Introduction

[Insert Annual Heritage Event Name] is an annual event that has taken place on the site at the end of [Insert Event Site Access Road] for over 20 years and has been operating for over 50 years. It is operated by [Insert Organising Body Ltd] herein referred to as "[ORG-LTD]"

This event management plan and associated forms and documentation have been prepared and modified by people with a combined experience of operating the rally on the current site for over 50 years.

These modules of the Event Management Plan function as an objective, data-driven framework built in strict accordance with the Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Regulations 1999. In satisfying our statutory duty of care, the event organising committee operates under a strict principle of **Administrative and Competency Separation**.

1.1 Isolation of Agency Scrutiny

The organising society acknowledges and values the voluntary advisory capacity of the local authority Safety Advisory Group (SAG). However, to preserve document integrity and prevent catastrophic liability creep evident in previous iterations of the Event Management Plan, [ORG-LTD] now enforces a series of tests prior to the admission of amendments or modification.

1.1.1 Competency & Specialised Scrutiny

It is preferred if regulatory advisories and feedback requested by panel members remain confined to the explicit statutory authority and the technical competence of that specific reporting officer's home agency

Responsibility for evaluating specialised risk sectors remains exclusively with the designated statutory authority for that domain.

1.1.2 Guidance Benchmarks & Operational Equivalency

In evaluating safety thresholds and calculating site resource densities (such as transient crowd flow or medical first-aid response levels), the event organising committee references the principles outlined within *The Purple Guide (Guidance on Health, Safety and Welfare at Pop Concerts and Similar Events)*.

The organising society explicitly notes that while *The Purple Guide* serves as a valuable industry benchmark for operational inspiration, it is a voluntary guidance framework possessing no statutory or legislative execution authority. It does not constitute fixed safety law, nor does it account for the highly specialised mechanical, physical, and historical realities of operating a live heritage steam locomotive rally crossing open agricultural grassland.

Accordingly, where strict literal adherence to an industry guidebook format conflicts with traction engine physics, momentum preservation rules, or creates a self-inflicted liability transfer trap, the committee will substitute a localised policy of **Operational Equivalency**. [ORG-LTD] will deploy custom, proportionate, people-and-process-driven controls that deliver an equal or superior safety outcome relative to our specific transient capacity, layout, and logistics while cleanly rejecting standard, non-statutory compliance padding as unsuited to the showground topography.

1.2 Advisory Amendment Governance Matrix

To guarantee that all post-submission feedback and requested additions are handled with strict fairness, transparency, and regulatory consistency, the event committee filters all external advisories through the following objective **Risk & Operational Feasibility Matrix**:

1.2.1 System Case Study: The Wind Telemetry Fallacy

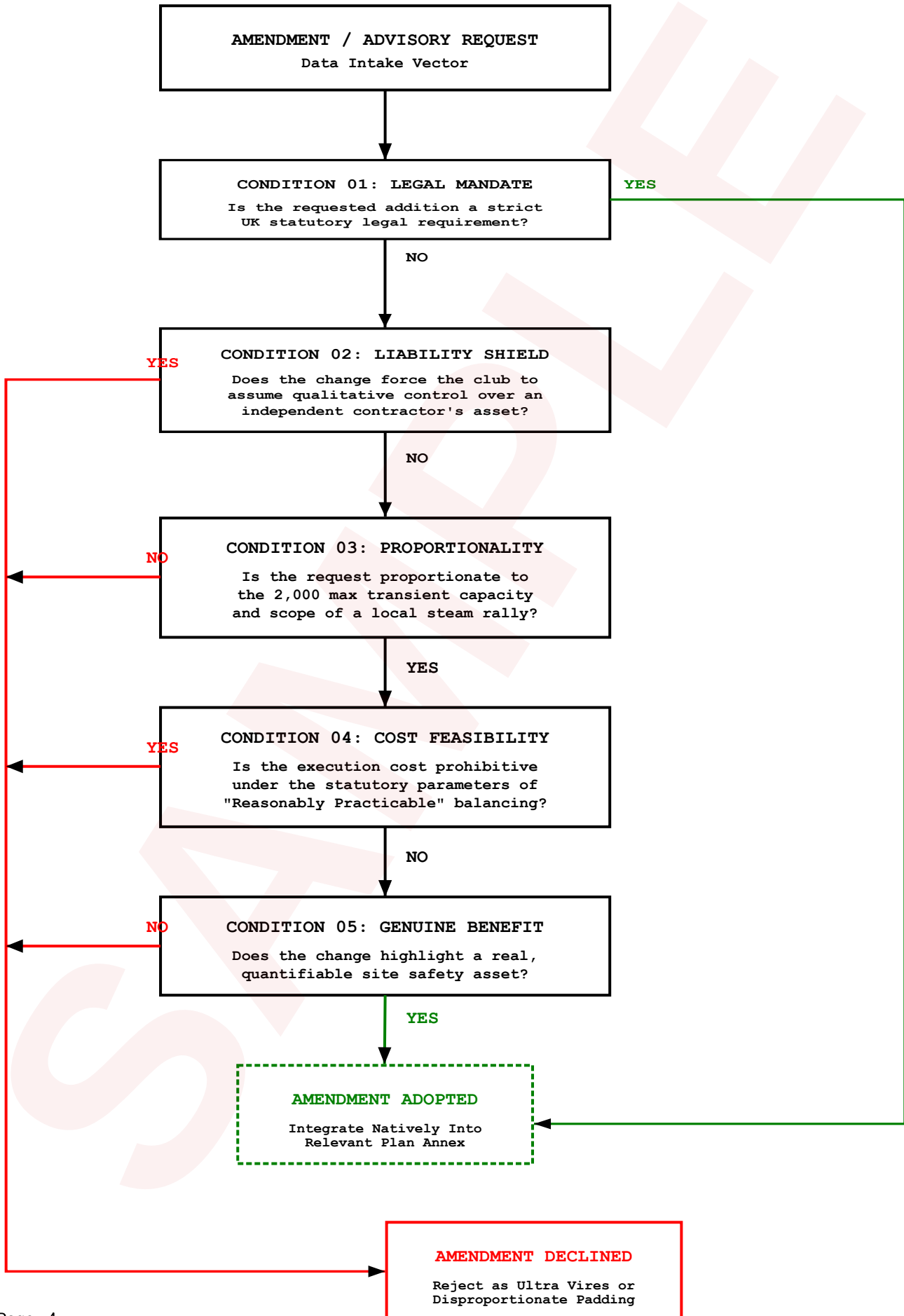
To explicitly illustrate the necessity of the *Advisory Amendment Governance Matrix*, this framework documents the formal rejection of a real non-statutory panel request mandating that the event committee maintain and monitor localised digital wind anemometers to dictate operational parameters to site assets. While clearly well intended, this request represents a severe system failure that compromises life safety and introduces unacceptable operational hazards through five distinct vectors:

1. **Unlawful Jurisdictional Overstep:** The structural deployment, anchoring calculations, and environmental wind-tolerance thresholds of contracted inflatable amusements and large commercial trade marquees remain the exclusive, un-delegable statutory liability of the competent independent contractors. [ORG-LTD] does not possess engineering competency in structural aerodynamics. Mandating an event-level wind meter creates an un-vetted, catastrophic transfer of liability, exposing the organizing club to massive third-party insurance risk if an asset fails.
2. **Extreme Mitigation Hazard (The De-Tensioning Fallacy):** Attempting to dismantle or drop heavy commercial marquee canvas wraps during an active, high-velocity wind storm is exponentially more dangerous than leaving the structure anchored to tear in place. Furthermore, opening side-walls during active gusts creates an aerodynamic scoop effect, transforming the primary roof canvas into a high-lift kite capable of sheering steel ground stakes and lifting metal pole infrastructure directly into crowd zones.
3. **Zero Asset Optimization:** The temporary club shelters (Welfare and Paygate structures) are already structurally anchored to their maximum mechanical limit using heavy-duty wagon/ratchet straps driven deep into the limestone substratum. There is no physical action or telemetry reading that the committee could execute to make these static assets safer on the day.

4. **Dynamic Temporal Impossibility:** Freak atmospheric wind vectors that escape regional meteorological forecasting models—such as localized summer whirlwinds, thermal dust devils, or microbursts—develop instantaneously directly over the grassland. A volunteer marshal holding a handheld digital meter would possess exactly zero execution window to calculate, communicate, and react to a sudden kinetic gust.
5. **Direct Personnel Exposure:** Mandating that a club volunteer or safety official physically navigate an open, high-stress field environment during a severe wind incident to read a handheld device directly places that specific staff member in immediate danger of airborne debris impact or structural trapping, completely breaching our primary employer duty of care.

System Resolution: The request is permanently denied as a technically un-sound intervention that creates an active threat to life safety. Wind tracking remains the exclusive duty of the autonomous contractors, and site readiness will rely entirely on the *Autonomous Dispersal Threshold* and perimeter evacuation tracking.

1.2.2 Risk & Operational Feasibility Matrix:



1.2.3 Rejection of Arbitrary Mandates

Any attempt by a non-statutory officer or advisory panel to mandate un-vetted, non-legislative compliance padding that oversteps our established Boundary of Control or forces the organising society to assume vicarious liability for independent contractors will be formally declined as ultra vires. The committee relies entirely upon its certified independent contractors and professional providers to hold their own risk execution.

1.2.4 Resolving Interdepartmental Conflict & Probabilistic Primacy

The event organising committee recognises that multi-agency advisory panels can occasionally output conflicting, mutually exclusive recommendations due to overlapping departmental jurisdictions. A classic example includes security advisers requesting rigid physical perimeter blocks to mitigate hostile vehicle threats, while the fire service simultaneously mandates that those exact transit paths must remain entirely unobstructed for appliance deployment.

To resolve these structural gridlocks cleanly and preserve operational continuity, [ORG-LTD] enforces a policy of **Probabilistic Primacy** based on the statistical likelihood of an event occurring:

- **The Probability Principle:** In any operational standoff where external advisory recommendations directly contradict one another, the committee will evaluate the conflicting requests against the verified frequency indices of the respective hazards. Precedence will automatically be granted to the control measures targeting the hazard with the highest real-world likelihood of occurrence.
- **Life-Safety Resource Priority:** Because localised accidental fires, fuel ignition vectors, or medical emergencies represent a significantly higher statistical probability on a working agricultural showground than an targeted hostile attack, the preservation of unfettered, high-velocity access paths for statutory emergency service vehicles remains absolute.
- **Rejection of Compounding Risk:** The event committee will formally decline any requested security modification or physical installation that serves to mitigate a low-probability risk if that installation actively compromises the site's readiness to manage a high-probability life-safety emergency. In all such cases, static structural impediments will be systematically replaced with fluid, marshal-operated procedural controls.

1.2.5 Summary

We absolutely welcome constructive input that is proportionate to the size and scope of the event and the volume of attendees. We consider the highlighting of genuine quantifiable risks to be an asset however we are all too aware of just how much the previous iteration of this document got out of hand and will not permit this new version to become unnecessarily and needlessly cluttered.

2. Incident Command

2.1 Communications Routing

To preserve absolute operational continuity and prevent communication fragmentation during a live event life-cycle, the event committee enforces a ****Single Point of Contact (SPOC)**** architecture. External agencies, emergency services dispatchers, and local authority officers must route all communications through a single, dedicated corporate vector:

- **Primary Communications Gateway:** 07700 900000 ([ORG-LTD] Company Mobile Network)
- **Operational Availability:** 24-Hour continuous monitoring from 07:00 Friday (Setup Phase) through 18:00 Monday (Clearance Phase).

This handset is managed directly at the ****Rally Control Centre**** by the active Incident Commander on duty. Internal cascading of instructions to sector marshals, first aid teams, and security personnel is executed exclusively via our private radio infrastructure. External agencies will not be provided with individual personal mobile numbers or personal contact rosters of volunteer staff. This restriction strictly preserves command chain integrity and ensures complete compliance with the statutory principles of the **UK GDPR / Data Protection Act 2018** regarding data minimisation and purpose limitation.

2.1.1 Operational Command Structure & Radio Telemetry

For multi-agency coordination logs, field command roles are assigned to the following generic operational titles:

Operational Title	Radio Callsign	Primary Jurisdiction
Chief Safety Officer	Rally Control / Net 2	Strategic Site Safety Lead & Multi-Agency Handover
Deputy Safety Officer	Safety Alpha / Net 2	Field Hazard Mitigation & Perimeter Infrastructure
Welfare Officer	Welfare Shield / Net 2	Safeguarding, Lost Persons, & MASH Liaison

3. The Event

Event Details	
Name	[Insert Annual Event Name] 2027
Date	Saturday 26th - Sunday 27th June 2027
Location	[Insert Road], [Insert Town], [Insert Nearby City], [Insert Postcode]

[Insert Annual Event Name] is a celebrated summer weekend that brings the sights, sounds, and smells of Britain’s industrial and agricultural history to life. Held across the open grassland of [Insert Event Ground / Site Name], this classic country fair features an incredible array of beautifully restored heritage exhibits, from towering, smoke-belching steam traction engines and historical farm tractors to classic cars, vintage commercial delivery vans, and rhythmic stationary engines.

Families can wander down the bustling trade avenues to explore a vibrant marketplace of traditional market stalls. The trading footprint offers a treasure trove of variety, showcasing everything from locally sourced honey and sauces from "[Insert Sample Trader Business Name]" and delicious homemade cakes to vintage clothing, industrial lighting, speciality tools, and heavy-duty camping equipment.

With the distinct hiss of high-pressure boilers echoing across the field, visitors can watch the grand parade of mechanical giants circle the main show arena, enjoy a refreshment from the independent local bar, or take a ride on a magnificent vintage funfair. The event stands as a proud, open-air celebration of engineering heritage and community spirit, offering a nostalgic and safe journey back to a simpler time for enthusiasts and families alike.

3.1 [Insert Relevant National Governing Body] ([NGB])

Subject to application [Insert Annual Event Name] is authorised by the *[Insert Relevant National Governing Body]*; and in any event compliance with their guidance and recommendations on the safe operation and use of steam machinery forms a core part of rally policy.

Separately to authorisation [ORG-LTD] is a member of [NGB] and has full access to check boiler certificates and other documentation relied upon by applicants.

4. Infrastructure & Welfare Asset Deployment

4.1 Temporary Sanitation Layout

Standard Unisex Single Cubicles	27 Units (Self-contained chemical re-circulating toilets)
Dedicated Accessible/Disabled Cubicles	4 Units (Wide-access with integrated structural handrails)
Chemical Waste Isolation Units	6 Intermediate Bulk Containers (IBC Elsan extraction points)
Contracted Service Window	Total fleet capacity scaled to support up to 4,000 transient public movements over a 48-hour runtime window. On-site vacuum extraction and tank cleaning executed dynamically by the provider's vehicle assets outside public gate hours.

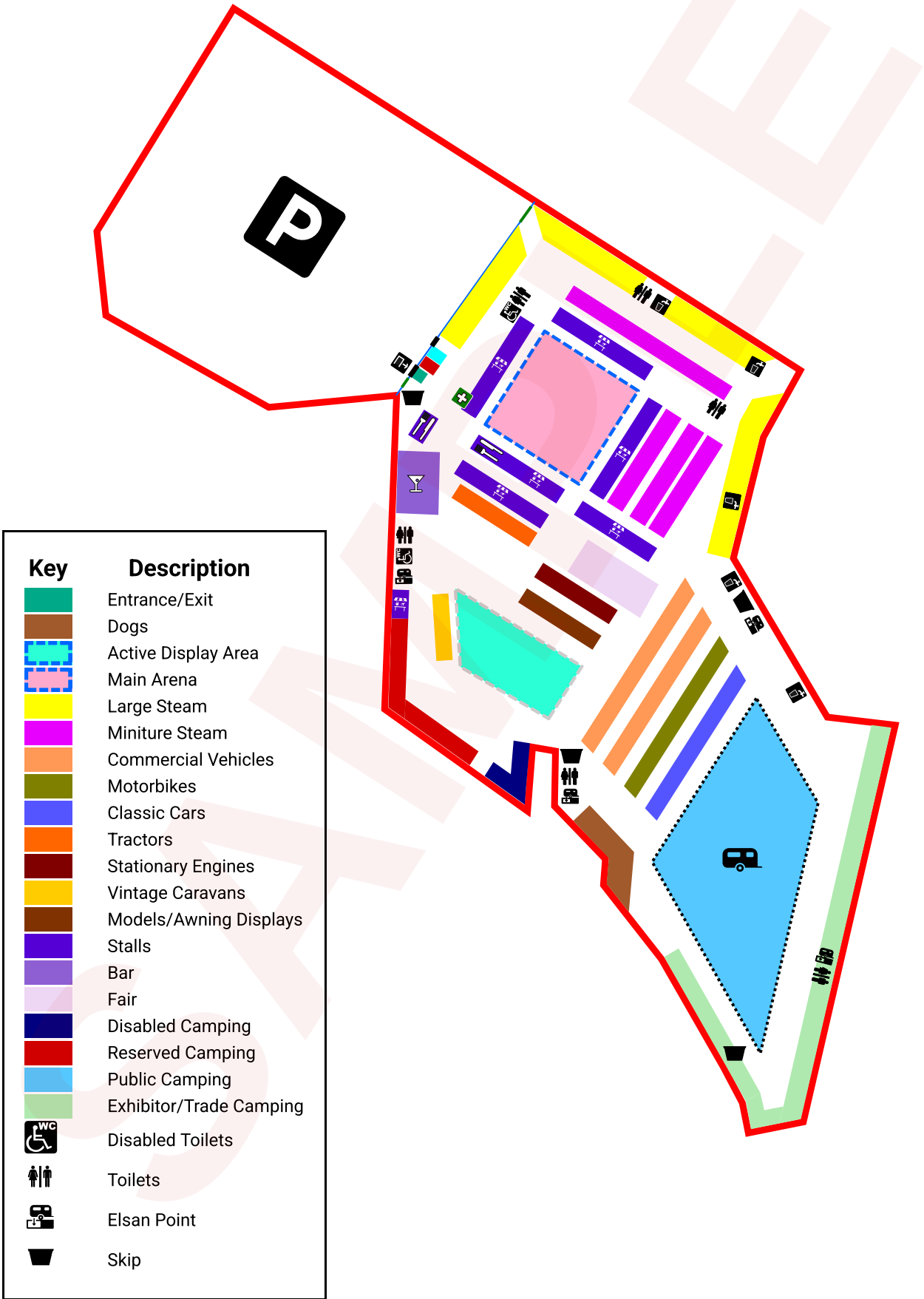
4.2 Hydration Infrastructure (Mains-Fed Distribution)

Primary Potable Feed	Sourced directly via secure coupling from the verified local mains outlet line.
Inline Purification	1 Continuous-flow Ultraviolet (UV) sterilisation cylinder module active at the primary gate manifold.
Communal Public Standpipes	4 Heavy-duty distribution points fitted with backflow check valves and surrounded by rigid post perimeters.

4.3 Environmental Waste Containment

High-Capacity Drop Skips	2 Fully covered, lidded bulk metal skips provided by the licensed waste contractor.
Intermediate Public Enclosures	50 Distributed bin liner points cleared on a rolling bi-hourly rota by on-site stewards.

5. General site layout



6. Event Management Plan Structure

The event management plan consists of this document along with several additional documents. Every effort has been made to maintain readability, reference and scope however some cross referencing is required.

EXAMPLE

While the fire risk assessment deals exclusively with aspects of the event that may introduce a risk of something catching fire, to get a whole picture it should be read alongside the emergency services liaison plan and the evacuation plan.

The plan deliberately avoids duplication and repetition in order to ensure that only a single source of truth exists when it is updated or amended.

The structure of the documentation is as follows:

A First Aid

- STATUTORY FRAMEWORK & COMPLIANCE PHILOSOPHY
- COMPETENCY & SCOPE OF PRACTICE

B Emergency Services Liaison

- EMERGENCY SERVICES COORDINATION
- POLICE LIAISON (Licensing & Public Order Protocol)
- ALCOHOL (Management Boundaries & Licensing Objectives)
- VIOLENCE & CONFLICT DE-ESCALATION

C Evacuation Plan

- OVERVIEW
- ROADWAYS
- GENERAL PROCEDURES
- ZONE EVACUATION STRATEGY
- CAPACITY AND EVACUATION
- SPECIALISED EVACUATION PROTOCOLS

D Safeguarding

- OVERVIEW
- PROCOCOL A
- PROCOCOL B

E General Risk Assessment

- INTRODUCTION
- PUBLIC & ENVIRONMENTAL HEALTH
- VEHICLES
- PRESSURISED VESSELS (Steam Systems)
- HERITAGE DEMONSTRATIONS & PUBLIC ENGAGEMENT OVERRIDES
- INFRASTRUCTURE & UTILITIES
- PHASE 1: PRE-EVENT BUILD & SETUP

F Fire Risk Assessment

- INTRODUCTION
- GENERAL
- FIRE & ASSEMBLY POINTS
- SPECIFIC RISKS



IMPORTANT: If the link is not clickable the **Forms** section may be a separate document (*supplemental.pdf*).

SITE APPLICATIONS & CRITICAL INCIDENT FORMS

Commercial Vendor Onboarding

- CATERING STALL APPLICATION
- TRADE STALL APPLICATION
- TRADE WASTE WARNING
- SUPPLIER INSURANCE DECLARATION

Exhibitor & Public Camping Onboarding

- PRESSURISED VESSEL EXHIBIT APPLICATION
- GENERAL EXHIBIT APPLICATION
- PUBLIC CAMPING APPLICATION

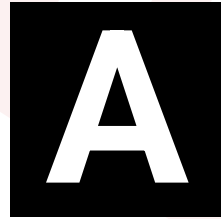
High-Stress Welfare & Critical Incident Logs

- MISSING PERSON / LOST CHILD
- FOUND PERSON FORM DISCHARGE & LEGAL HANDOVER
- EMERGENCY SERVICES METHANE TRANSMISSION LOG
- TELEPHONE THREAT LOG

[tandcs.pdf](#)

This documents is attached to every application form. The applicant must agree to these terms and conditions as part of their application to attend the event.

[Insert Annual Event Name]



Event Management Plan

Section A - First Aid

Index

A1. STATUTORY FRAMEWORK & COMPLIANCE PHILOSOPHY	
Regulatory Compliance Baseline	A1.1
Guidance Documents vs. Legislation	A1.2
Impact on Local NHS Infrastructure	A1.3
A2. COMPETENCY & SCOPE OF PRACTICE	
First Aid Coverage	A2.1
Statutory Equality	A2.2
Mandatory Operational Baseline	A2.3
Enhanced Clinical Capability Matrix	A2.4
Emergency Telemetry & Hospital Transit Route	A2.5
Communications Protocol	A2.5.1
Regional Trauma Hubs	A2.5.2

A1. Statutory Framework & Compliance Philosophy

A1.1 Regulatory Compliance Baseline

First aid provision for this event has been established in strict accordance with the Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Regulations 1999. The event organizers have conducted a thorough, event-specific risk assessment to ensure that "adequate and appropriate" personnel and equipment are present relative to our specific crowd profile, capacity, and activities.

A1.2 Guidance Documents vs. Legislation

The event organizers are fully aware of The Purple Guide and other industry literature. While these documents serve as useful voluntary guidance, they do not constitute statutory legislation. Local authorities and advisory panels do not possess the legal framework or statutory power to mandate specific commercial training qualifications (such as FREC 3) as a condition of event delivery, unless explicitly written into an active Premises Licence condition following a formal review.

A1.3 Impact on Local NHS Infrastructure

Our medical plan has been scaled strictly to ensure self-sufficiency for minor injuries and ailments, meaning the event will not place an undue or inappropriate burden on local NHS frontline services. Any statutory intervention required by Emergency Services will match standard public expectations, in line with the legal duties of the local ambulance trust.

A2. Competency & Scope of Practice

A2.1 First Aid Coverage

Coverage will be provided by a competent, fully insured first aid team. The personnel deployed possess valid first aid qualifications appropriate to the nature of this mixed family community event.

A2.2 Statutory Equality

The event organizers note that individual medical personnel, regardless of whether they hold basic first aid certificates or commercial qualifications such as FREC 3, are bound by identical statutory legal boundaries regarding their scope of practice and clinical interventions in a public setting. The deployment of personnel with specific commercial certifications offers no additional legal capability or statutory advantage for an event of this scale.

A2.3 Mandatory Operational Baseline

To successfully execute this plan, an operational baseline of 4 Public First Aid and AED-certified first aid responders will be on duty at the Treatment Centre Caravan during public hours. This baseline coverage fulfils all necessary safety criteria independent of any secondary or advanced personnel.

A2.4 Enhanced Clinical Capability Matrix

As a matter of premium best-practice, the event utilizes an internal triage style framework spearheaded by highly qualified volunteer club members.



IMPORTANT: The advanced qualifications listed below represent an enhanced, voluntary tier of on-site care. Because our core first aid baseline (Section 2) is fully self-sufficient, the event’s operational readiness is not explicitly dependent on the attendance of these specific individuals. In their absence, the mandatory first aid baseline remains entirely compliant and active.

Command Tier	Designated Personnel	Advanced Qualifications & Professional Credentials
Voluntary Clinical Lead	[Insert Clinical Lead Name]	Advanced Clinical Practitioner (ACP) – Emergency Medicine
		Royal College of Emergency Medicine (RCEM) Credential
		Masters in Advanced Clinical Practice (UOL)
		Registered Nurse (Pin No: 00A0000E) – Non-Medical Prescriber
		Resus Council Certified: ALS & EPALS• ATLS (American College of Surgeons)
Secondary Clinical Support	[Insert Medical Support Name]	Registered Nurse (RGN2)
		Nurse Practitioner (Level 5)
Contracted Baseline Delivery	[Insert Medical Provider Company Name]	Minimum 4x AED-trained, Public First Aid certified responders
		Staffing managed dynamically via the on-site Divisional Officer

Command Tier	Designated Personnel	Advanced Qualifications & Professional Credentials
Contingency Reserves	<i>Auxiliary Support Assets</i>	Former District Nurse (On-site Volunteer)
		4x Trained First Aiders associated with Accrington Fire Service

Notice on Operational Contingency & Personnel Allocations: To ensure continuous operational resilience, standard personnel assignments within this plan remain subject to change without notice to account for unexpected sickness, professional availability, or emergency redeployment. Supplementary and secondary operational positions will be finalized closer to the event date as resource allocations are locked down.

In all circumstances, incoming fallback personnel will hold the required standard competencies necessary to fulfill the mandatory operational baseline of the designated role. Consistent with [Section 2.3](#), this continuity rule applies strictly to core infrastructure and first aid delivery; it does not mandate the like-for-like replacement of enhanced, voluntary clinical qualifications, which remain a non-dependent capability buffer.

A2.5 Emergency Telemetry & Hospital Transit Route

A2.5.1 Communications Protocol

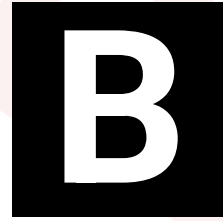
Assistance requests are channeled via the dedicated Emergency Team radio network. In strict compliance with patient privacy laws, no patient-identifying details (names or sensitive medical markers) may ever be transmitted over open radio frequencies or telephones.

A2.5.2 Regional Trauma Hubs

In the event that a patient is clinically assessed as "time-critical," a 999 call will be placed to transfer the individual via the Yorkshire Ambulance Service NHS Trust to the nearest emergency facility.

- **[Insert Nearest Type-1 Emergency Hospital, Address, Postcode]** (approx. 7 miles / 15 mins)
- **[Insert Secondary Emergency Hospital, Address, Postcode]** (approx. 9 miles / 20 mins).

[Insert Annual Event Name]



Event Management Plan

Section B - Emergency Services Liaison

Index

B1. EMERGENCY SERVICES COORDINATION

Emergency Service Interoperability (JESIP Framework)	B1.1
Integration Principles	B1.1.1
The METHANE Command Protocol	B1.2

B2. POLICE LIAISON (Licensing & Public Order Protocol)

Statutory Framework & Agency Thresholds	B2.1
Law Enforcement Jurisdiction	B2.1.1
Event Crime Profile Assessment	B2.1.2
Counter-Terrorism Alignment	B2.1.3

B3. ALCOHOL (Management Boundaries & Licensing Objectives)

Licensing Vehicle & Authority	B3.1
Statutory Responsibility Separation	B3.2
The Authorised Boundary	B3.3
Enforcement of the Four Core Licensing Objectives	B3.4
The Prevention of Crime and Disorder	B3.4.1
Public Safety & Infrastructure	B3.4.2
Prevention of Public Nuisance	B3.4.3
The Protection of Children from Harm (Challenge 25)	B3.4.4
On-Field Consumption (Outside Sources)	B3.5
Sobriety Intervention Thresholds	B3.5.1
Area covered by Temporary Events Notice	B3.6

B4. VIOLENCE & CONFLICT DE-ESCALATION

Intervention Protocol	B4.1
Law Enforcement Escalation	B4.2
Safeguarding Cross-Reference	B4.3

B5. COUNTER-TERRORISM & INCIDENT PROTOCOL

Operational Strategy & Threat Assessment B5.1

 Risk Baseline B5.1.1

 Security Integration B5.1.2

Hostile Vehicle Mitigation (HVM) B5.2

Active Weapon Attack (Run • Hide • Tell) B5.3

Suspicious Items & Postal Deliveries B5.4

 Zero Inbound Deliveries B5.4.1

 The Unattended Bag Protocol B5.4.2

Telephoned Bomb Threat Response Procedure B5.5

B2. Police Liaison (Licensing & Public Order Protocol)

B2.1 Statutory Framework & Agency Thresholds

B2.1.1 Law Enforcement Jurisdiction

The statutory responsibility for managing criminal activity, drug offences, and serious public disorder rests with the [Insert Regional Police Constabulary]. On-site security personnel operate as a preventative deterrent and a first line of defence; they do not replace statutory blue-light emergency response capabilities.

B2.1.2 Event Crime Profile Assessment

Historically, this event maintains an exceptionally low crime profile, with zero notable incidents of drug misuse or public disorder. The family-centric nature of the vintage exhibits inherently mitigates the high-risk profiles typically associated with high-density music festivals or high octane competitive events.

B2.1.3 Counter-Terrorism Alignment

While overall on-site threat mitigation is managed under the national Action Counters Terrorism (ACT) framework in partnership with the external SIA registered security provider, the site profile remains classified as low-risk due to a widely dispersed, transient 2,000-person crowd occupying an open-air 38.5-acre meadow with no fixed structures.

B3. Alcohol (Management Boundaries & Licensing Objectives)

B3.1 Licensing Vehicle & Authority

Retail sales and supply of alcohol across the showground are authorised under a formal Temporary Event Notice (TEN) submitted to and acknowledged by [Insert Local Licensing Authority Council] ([LOCAL-COUNCIL]).

B3.2 Statutory Responsibility Separation

In strict accordance with the Licensing Act 2003, absolute legal and statutory responsibility for all on-site alcohol retail operations rests with the designated Premises User / Personal Licence Holder representing the independent bar contractor. The event organising committee holds zero direct retail liability.

B3.3 The Authorised Boundary

To eliminate boundary friction and protect the event layout, the Temporary Events Notice polygon covers the entire active event footprint (See [B3-6 Zones 2 & 3](#)). Attendees are permitted to move freely across the field with refreshments, removing previous arbitrary "20-foot perimeter" choke points and preventing licensing boundary failures on open grassland.

B3.4 Enforcement of the Four Core Licensing Objectives

The independent bar operator is contractually mandated to enforce operational structures on the field that satisfy the four statutory licensing objectives

B3.4.1 The Prevention of Crime and Disorder

Bar staff are trained to execute a strict Refusal of Service policy for any individual showing signs of advanced intoxication or substance impairment. The bar footprint features secure cash-handling pipelines to actively minimise the risk of theft or opportunistic crime on the field.

B3.4.2 Public Safety & Infrastructure

All line-sanitisation and cleaning chemicals are fully audited under the Control of Substances Hazardous to Health Regulations 1999 (COSHH). The bar unit functions as a self-contained safety cell, carrying its own certified fire extinguishers and maintaining zero un-mitigated combustibles near the service structure.

B3.4.3 Prevention of Public Nuisance

Contracted SIA-licensed security personnel perform regular sweeps of the bar perimeter to monitor crowd dynamics while section secretaries monitor the entire area. The general public leave the area several hours before the bar closes and therefore by closing time the only people remaining on-site are exhibitors, traders and people in public camping. The public access gate is closed at approximately 22:30 - 23:00 acting as a natural barrier to disorder occurring beyond the scope of the event as a whole.

B3.4.4 The Protection of Children from Harm (Challenge 25)

High-visibility age-verification notices are permanently displayed at all service points. Staff will only accept three unexpired, un-photocopied forms of identification: Valid Passports, Photocard Driving Licences, or Proof of Age Standards Scheme (PASS) cards embedding the official national hologram. Staff maintain a physical, timed Refusal Log Book behind the bar taps, available for instant inspection by visiting [LOCAL-COUNCIL] Licensing Officers or Police units.

B3.5 On-Field Consumption (Outside Sources)

Because the Temporary Event Notice (TEN) encompasses the entirety of Zone 2 and 3 (Main Rally Field), the consumption of personal alcohol is legally permitted across the active site footprint. While proactive search protocols are enforced at public pedestrian ingress gates to restrict external alcohol entry, the event organisers recognised the logistical reality that exhibitors, traders, and campers will possess personal refreshments within their live-on-site vehicles and caravans. It is unfeasible to eliminate or inspect personal domestic provisions within these private spaces without severely disrupting site ingress and causing critical gate bottlenecks.

Consequently, our risk mitigation strategy shifts from total prohibition to active behavioural monitoring. Contracted SIA-licensed security personnel and section marshals will conduct continuous, rolling mobile patrols across Zones 2 and 3. Rather than enforcing possession restrictions, staff are directed to monitor crowd dynamics and intervene strictly based on behavioural and sobriety thresholds. Any individual displaying aggressive, disruptive, or unsafe behaviour as a result of personal alcohol consumption will be immediately handled under our standard dynamic ejection and emergency service escalation protocols.

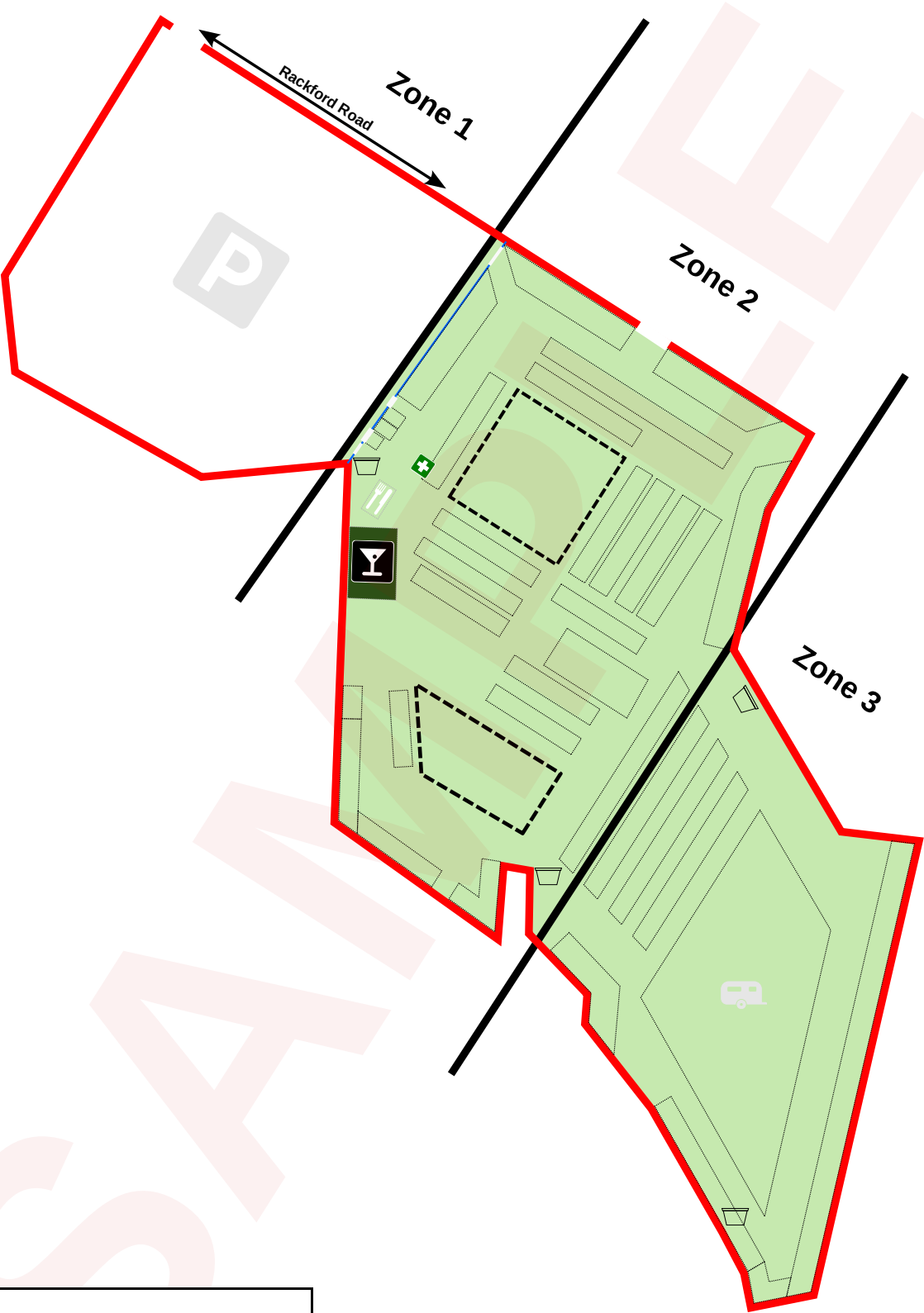
B3.5.1 Sobriety Intervention Thresholds

If an individual exhibits signs of excessive intoxication or drug-induced impairment, on-site security will immediately intervene to escort them from the public showground.

If an intoxicated individual becomes non-compliant, aggressive, or poses a safety hazard to families or moving vintage machinery, Security Command will instantly escalate the matter via 999 to hand enforcement over to the Police.

In all instances of public ejection or police intervention, the security supervisor will log the telemetry, and the Chief Safety Officer will be briefed via Radio Network 2.

B3.6 Area covered by Temporary Events Notice



Key	Description
	Beer Tent
	TEN area
	Zone Delimiter
	Perimeter

B4. Violence & Conflict De-escalation

B4.1 Intervention Protocol

On-site security personnel are trained in dynamic conflict management and serve as the primary response unit for any localised acts of physical violence or aggressive behaviour. Security will immediately intervene to isolate the individuals, de-escalate the situation, and remove non-compliant parties from the showground footprint.

B4.2 Law Enforcement Escalation

If a physical altercation involves a weapon, results in injury, or escalates beyond the immediate control of on-site security, a 999 emergency broadcast will be placed to transfer active enforcement to the [Insert Regional Police Constabulary].

B4.3 Safeguarding Cross-Reference

If an incident of general violence or physical intimidation involves or directly impacts a child or an adult at risk, regardless of whether they are a direct participant or a witness, the Welfare Officer will take immediate action. The event will transition into a coordinated response, implementing the Statutory Emergency Escalation and MASH Reporting protocols in strict accordance with our established Safeguarding Policy.

B5. Counter-Terrorism & Incident Protocol

B5.1 Operational Strategy & Threat Assessment

B5.1.1 Risk Baseline

While the national terror threat level is monitored via the Action Counters Terrorism (ACT) framework, the risk matrix for this specific event footprint is classified as low. This is due to the widely dispersed, transient nature of a 2,000-person mixed family crowd across an open 38.5-acre site with no permanent structural targets.

B5.1.2 Security Integration

Professional crowd protection and vigilance directives are managed by our contracted, SIA-licensed provider. Security personnel maintain a minimum baseline shift of four on-site officers and a roaming supervisor. All event marshals are actively encouraged to complete the official ACT e-learning course prior to deployment.

B5.2 Hostile Vehicle Mitigation (HVM)

Because the site features zero hard-standing infrastructure, vehicle speed and perimeter protection are controlled purely through smart spatial design within Zone 1 (Car Park):

OFFSET CHICANES

Parking rows are physically offset and arranged in a staggered layout to prevent any incoming vehicle from establishing a straight line of sight or gaining dangerous momentum.

EGRESS SEGREGATION

The exit lane for departing vehicles runs strictly along the external perimeter boundary, completely isolating outward traffic loops from incoming vehicle flows.

PEDESTRIAN QUEUE SHIELDING

Public admission queues are structurally isolated from the main car park roadway. Heavy transport vehicles, exhibitor low-loaders, and support trailers are deliberately positioned at a 90-degree angle to the access lane to create a dense, physical barrier that completely shields queuing attendees.

B5.3 Active Weapon Attack (Run • Hide • Tell)

In accordance with National Counter Terrorism Security Office (NaCTSO) guidelines, the site enforces the Run • Hide • Tell protocol. Because the showground consists entirely of open grassland with no fixed brick-and-mortar buildings, the standard "Hide" mandate is adapted to a Distance & Separation model

- **RUN:** Attendees and staff must instantly move away from the localised hazard area. Egress must be directed toward the nearest perimeter boundary, prioritising the five emergency-only gates along the southern perimeter footpath.
- **HIDE:** If an immediate escape vector is blocked, personnel must maximise their distance from the attacker. In the absence of solid architectural structures, staff must utilise heavy transport vehicles, trailers, or large stationary steam exhibits to break visual sight-lines and provide temporary cover.
- **TELL:** The discovering marshal will instantly alert Event Control via Radio Network 2 and dial 999. The exact location on the 38.5-acre field must be declared using the pre-mapped What3Words telemetry points.

B5.4 Suspicious Items & Postal Deliveries

B5.4.1 Zero Inbound Deliveries

Other than infrastructure vehicles pre-arranged with reputable suppliers during the setup phase, no postal, courier, or supplier deliveries are permitted access to the property during public opening hours.

B5.4.2 The Unattended Bag Protocol

If an unclaimed item (e.g., a backpack or holdall) is located, staff must apply the HOT protocol:

- **Is it Hidden** - Is it deliberately tucked away out of sight?
- **Is it Obviously suspicious** - Are there visible wires, tape, leaks, or an unusual shape?
- **Is it Typical of the location** - Is it a standard picnic bag lost by a family?

ISOLATION CORDON

If an item is deemed suspicious, a strict 15-metre safety cordon must be established immediately by Rally Marshals. Staff will quietly initiate a partial zone evacuation and notify Security Command via Network 2 without creating mass public panic.

B5.5 Telephoned Bomb Threat Response Procedure

While the overwhelming majority of telephoned threats are malicious hoaxes, all alerts must be treated as active critical incidents. Because the 38.5-acre showground relies on mobile networks, any inbound threat will be received via the public-domain mobile number held by the Rally Secretary.

Upon receiving an inbound threat, the receiving clerk must instantly deploy the Telephone Threat Log and execute the following de-escalation actions:

- **Maintain Call Continuity:** Stay completely calm, speak without patronising or agitating the caller, and look to keep the caller talking as long as possible to gather telemetry.
- **Execute Factual Data Capture:** Read directly from Section 2 of the form to log critical tracking answers: *Where is the device right now? When is it timed to detonate? What does the package look like?*
- **Isolate Threat Language & Audio:** Note specific caller characteristics (accent, voice pitch, emotional state) and background noise signatures (e.g., crowd noise, music, or clear spaces).
- **Immediate Tactical Escalation:** The moment the caller disconnects, the logging official must immediately hand the completed physical sheet to the **Chief Safety Officer** via Radio Network 2. Under no circumstances must the official leave their post until authorised by Security Command.

The **Chief Safety Officer** will instantly cross-examine the log with the contracted security provider to determine the relevant evacuation or search strategy, and coordinate the formal 999 handover to the **[Insert Regional Police Constabulary]**.



TELEPHONE THREAT LOG

A Private Company Limited by Guarantee Without a Share Capital Company Registration (GB) [REDACTED]
Registered Office: [REDACTED]

i Action Plan: Stay calm and keep the caller talking. If possible, signal a nearby colleague to alert Security Control immediately. Record exact phrasing.

1. INCIDENT TIMELINE & VECTOR

Date & Exact Time Call Answered

Exact Mobile Number Receiving Call

Exact Wording of Threat Statement

2. QUESTIONS TO ASK

i Note: If the caller is becoming increasingly agitated or sounds unstable then do not, or cease, to ask questions. Speak calmly without patronising, threatening, or agitating the caller in any way. Give the impression to the caller that they are in full control.

Where is the device right now? (Zone/Plot)

When is it timed to detonate?

What does the package look like?

What will cause it to explode?

Who do you represent / Why was the site targeted?

3. ABOUT THE CALLER

Gender 	Estimated Age
Accent 	Voice Pitch
Voice Characteristics (e.g. Calm, Angry, Excited) 	
Background Sounds (e.g. Crowd, Music, Traffic, Clear) 	

4. RECORDING OFFICIAL

Logging Official Name

Role / Radio Code

Staff Signature

i **Note:** Full sized versions of forms are available upon request.

End of Demo



IMPORTANT: This document is a sample and only contains the primary module along with modules A and B. If you require further demonstration of inplico please contact us on sales@inplico.uk