



Security Plan

NOISILY FESTIVAL 22



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1. Introduction

1.1 Overview of the Event

Noisily is a festival that celebrates the individual, cultivates understanding in the collective, and explores what it means to be human in today's World.

The event program consists of a wide range of art forms and activities including; live music, DJs, cabaret, cinema, circus, craft markets, craft workshops, dance, street food and more. Camping facilities will be provided for attendees staying onsite for the duration of the event.

The event site and location are to be confirmed but the woods are as follows:

Barkstone Woods,
Long Lane,
Nr Redmile,
Nottingham

What3Words: **flocking.cable.coupler**

The whole event will run between Thursday 7 July – Sunday 10 July 2022, which will consist of a fully ticketed event for over 18's. The provision of security and stewards for the event is based on information provided by the event organiser and the estimated maximum attendee numbers of 10000 including all staff, contractors and festival customers, however this is all to be confirmed.

1.2 Client Details

Client: **Noisily Festival Ltd**

Name:

Address:

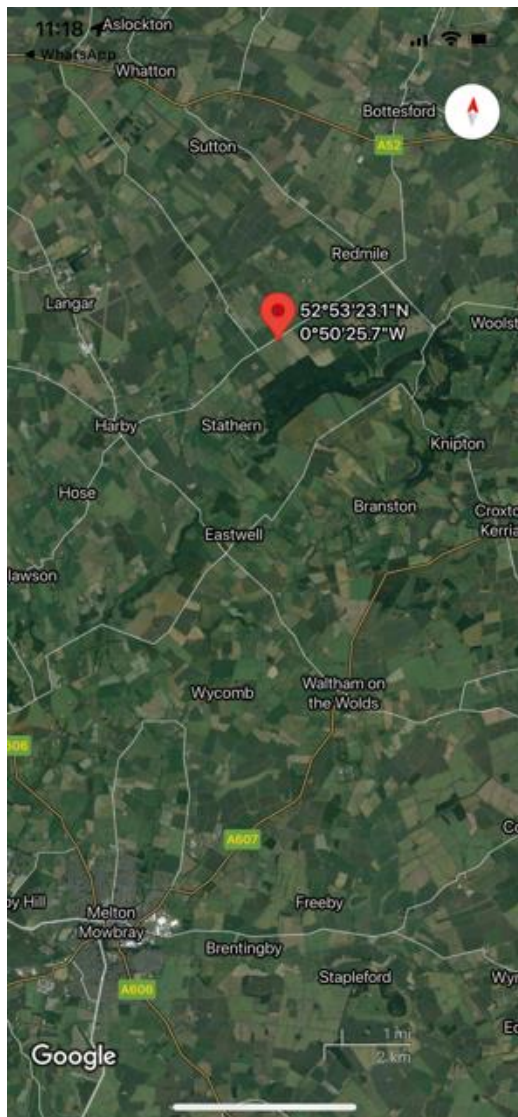
Contact Number:

Email:

1.3 Aim of the Plan

The aim of this plan is to give an initial overview of how the event will be provisioned with security and stewarding services to ensure the event is as safe as reasonably practicable. It will detail the security and all procedures for dealing with the running of the event.

1.4 Overview Map of the Event



The event site is situated along Long Ln. The lane is a fast lane with a relatively low traffic flow.

The main site itself runs NW to SE. The main road runs NE to SW and is the main ingress and egress for the event. The event will be made up of different areas, these are covered in the main EMP.

2. Security Information

2.1 Security Provider

The security and stewarding services will be provided by Synergy Security Services Ltd.

Name:

Company: **SYNERGY SAFETY LTD**

Event POC: **STUART SOUTHWICK**

Event POC number:

Event POC email:

Company Address:

Company Email:

Company Website: www.synergysecurityservices.com

Insurance Provider: BDB Ltd

Policy Number: SYNE02CL03

Public Liability: £10,000,000

2.2 Health & Safety

All security is SIA licensed and vetted. All stewards have been vetted and all have undergone training to enable them to fulfill any role throughout the festival. Synergy Security and its team have vast experience with events and festivals and have built a reputation with service providers and local authorities in all the areas we operate throughout the UK including Leicestershire, Hampshire, Wiltshire, Oxfordshire.

A full Health and Safety Policy for the company can be found at

<https://www.synergysecurityservices.com/policies>

A COVID policy exists within the policies to protect the staff and the public which includes searching and other health protection measures, this is under constant review and this document will refer to the EMP and the Medical plan for any measures over and above personal protection.

2.3 Training

All synergy employees undergo some form of training whether that be the SIA Door Supervisor Course, First Aid at Work, Vulnerable Persons, Mental Health Awareness, Terrorism or Handcuff training to provide a full range of services.

Staff are encouraged to download the What 3 Words// App prior to attending to enable more accurate reporting of locations.

2.4 Staffing Levels and Schedules and Roles

As a rule, staffing levels, will be 1 for every 100 however festivals bring more complexities and staffing levels may be increased to ensure that the festival is safe and the customers experience a safe and secure event.

The proposed schedule is attached at Annex A to this Inst which will show staffing levels throughout the entire event including the build and break. The management of the event will see an overall manager of the event with 1 supervisor for day and night.

Specific duties for each area will be briefed by the security manager when they arrive in their locations but a brief description of their tasks are listed below.

Security Manager

The security manager will be onsite throughout the event and will oversee the security operations. The nominated security manager for the event is currently Stuart Southwick.

Staff Expectations

All staff irrespective if they are new to festivals or a seasoned pro are encouraged to check out Festival safe where they can find lots of information especially as a worker at a festival.

<https://www.festivalsafe.com/information/event-workers>

SIA/stewards are expected to be friendly and interact with all customers and staff.

Staff are not to leave their allocated positions at any time unless they have adequate cover.

We expect staff to be proactive and very vigilant and as always take on a non-aggressive attitude, customers need to see a very approachable and helpful face, this will allow you to build up a mutual trust with the customers. If the staff cannot help or do not know any answers, then they are expected to go above and beyond to help the customer and find the answer or take them to someone that will.

We will give all staff a map with zoned areas and complete a thorough walk of the site with the SIA/stewards before the event commences to point out emergency exits, first aid points and other important areas.

It is our responsibility to do our best to ensure the safety of all customers and ensure they have an enjoyable experience at the festival.

We expect all staff to be proactive at noticing any persons in distress, including; alcohol abuse, drug misuse, loss of friends, new surroundings etc.

Staff should carry a notepad and pen to record any persons helped or assisted in any situation where by they have concerns for their safety or wellbeing, a contact number and a brief description of person/s and situation/incident will be given straight to Control and must not be given over the radio in times of sensitivity, the forms QR code can also be used then radioed to control as such to view.

Should a situation arise where force is necessary it will be radioed immediately to the security manager so that it can be attended by senior staff and correctly logged ensuring that body cam CCTV footage is gathered for evidence gathering.

Staff should NOT smoke in view of the public, hi viz vests are to be removed when smoking. Break teams will be in place to ensure everyone gets adequate comfort breaks providing there are no incidents ongoing.

There will be a security only welfare facility setup which will include the following:

- A charging area (May need to stay or work in pairs)
- A microwave to heat food
- Fresh Water
- Shelter with seating
- Fridge
- Sanitising Liquid
- Disposable Face Masks (Depending on COVID situation)

Bar Areas

- Remain vigilant for people that are extremely intoxicated.
- Advise the bar manager of people that should no longer be served.
- Remain vigilant for any hostile behavior.
- SIA are to enforce the bar holding numbers should they become busy and relay any problems to control.

Camping areas

- To roam the camping area to ensure the security of the tents as much as possible.
- Become aware of their surroundings and any unusual behavior.
- To be an approachable face for anyone that may need help.
- To enforce the silent period where all music levels should be reduced.
- Report any suspicious behavior to the security management.

Campervan area

- To man the campervan area and ensure that only allocated people are in the area camping, visitors are allowed but security will remain vigilant for any opportunists.
- To enforce the silent hours with anyone playing music after the curfew.
- To ensure that they are vigilant for any fires and make sure that the fire lanes are kept clear at all times.
- This will be campsite security and roaming around the 2 areas.

- Undercover security for the first evening to provide an added level of protection from tent thefts.

Main entrance

- To conduct searches in line with government COVID guidelines of all customers entering the site with regards to the strict alcohol limit policy, no glass or drugs, a locked amnesty bin will be provided for any drugs, alcohol in glass and any prohibited items.
- To be friendly and courteous to customers entering the festival site.
- To check all accreditation to ensure that they have the correct ticket and wristbands.
- To issue receipts for any items that may be confiscated, which will be stored in a lock box until the end of the festival.

Accreditation area

- Ensure that customers are communicated with as there may be delays and queues at the box office.
- Be friendly and courteous to all customers.
- To ensure the security of the box office especially if there is cash on site.
- To deal with any hostilities towards staff.

All stage areas

- To keep an eye on crowd numbers to ensure that areas are not dangerously overcrowded. This will be monitored by the security staff and the event organisers.
- To keep an eye on the crowd dynamics and any concerns are passed up to the management team.
- To ensure the safety and security of all equipment within their area of responsibility.
- Once the site is cleared security will remain in situ to ensure the security of all equipment left in their area.
- To ensure a safe egress from the site and conduct a full sweep of their areas.

Back stage

- To ensure that only accredited staff are behind the stage.
- Anyone coming down from behind the stage has the correct wristbands as this may be an area where customers without accreditation may enter the site unchallenged.
- To ensure the safety of the artist's equipment when they are performing.
- To aid and assist any emergency services as this is an exit and entry point for the stage area.

Crew Camping

- To roam the camping area to ensure the security of the tents as much as possible.

- Become aware of their surroundings and any unusual behavior.
- Report any suspicious behavior to the security management.
- To man the entrance to this campsite and ensure that only the correct wristbands are entering the area.
- This will be covered by roaming security infrequently.

Emergency Gates

- To keep the gates, clear at all times from customers and any vehicle traffic.
- To aid any services that may need to use the gate both onsite and any emergency external agencies.

Eviction Area

- To monitor and record all evictions.
- To be the focal point for any matters that require security by the event organisers.
- To maintain radio communications with all positions and liaise with the response teams for any areas that need bolstering.
- Work closely with the security manager reporting any requirements for changes to staffing levels.
- To work closely with the Welfare/ Medical Teams as necessary.

2.5 Event Response Teams

It is likely that there will be 3 response teams comprising of 3 people, they will be responsible for monitoring areas. They will be responsible for all aspects of the venue and will respond to any occurrence to assist the staff in those areas. Their roles and responsibilities are vast and include the following:

- To assist as necessary with any crowd congestion areas and disperse as directed.
- To assist any areas that may need more of a presence due to customer dissatisfaction.
- To remove any customers that it is deemed they are no longer suitable to remain on site.
- To bolster the areas of ingress and egress at busy times to ensure a smooth transition of customers.
- To sweep the site at curfew to ensure all customers are vacated.
- To patrol the site in the silent hours for the security of all stages, bars and equipment that is contained within the site.
- To remain vigilant for any fires and become the first responders to both fires and first aid.
- To escort any moving vehicles on site when necessary to ensure customer safety at all times.
- When the site is live there will be 2 response teams at all times.

2.6 Security Control Room

The security control room will be the central point for all the security to sign in and out and control the movements and deployments of the staff throughout. It will be manned 24 hrs a day from 6 – 12 July 22.

They will be in constant communication with the supervisors and management and will be a focal point for the event management.

The control room will have a dedicated radio channel with radios to link the deployed teams with the control room. They will monitor all radio and telecom communications and keep a record log of all incidents and occurrences, they will also manage the incident report logs via MS Forms with a live dot map to record incidents.

2.7 Recording of Incidents and Occurrences

Occurrences and incidents will be recorded on the Occurrence log held within the security control room. This will remain a running log of security incidents and other relevant reported information and handed over to the supervisors on shift changes for review. All occurrences that require the involvement of outside agencies such as the police then all information will be collated relating to the incident.

We utilise Microsoft Forms to capture as much information at the time of the event using a quick and easy method with set questions and options to add more information, a QR code will be printed and given to every operative as well as QR codes on the radios so that all incident reports can be collated easily in one Excel spreadsheet to minimise the need to keep paper notes.

Below is an example QR code that will be set up for the Event, there are example questions already set up and more will be added prior to the event as this is just an example until the event is confirmed and added to the incident reporting form.



NOISILY FESTIVAL INCIDENT REPORT QR CODE.

Allegations of theft will be taken very seriously. Should a member of the public approach a member of staff accusing an individual of theft, staff will:

- Obtain as much details as possible from the victim and a

description of the item alleged to have been stolen.

- Asked the individuals to step away from the public and seek their side of events. Their details would be recorded with proof of name and address sought if possible (driving license, passport).
- Ask the person to consent to a search of their person (limited to bags, clothing, pockets and wallet like items).
- If no items are found, they would be allowed to continue their business unless the victim insisted on calling the police.
- If items are found the individual would be asked to remain on the premises and the police called.

Security staff have no right to search an individual without consent therefore, where possible, ensure the suspect's details are correct (via official documentation).

Any allegation of assault is serious and the victim whilst gaining as much information as possible will be reassured and or a medical team will be called. Security will undertake the following:

- Gather available witness statements and details.
- Record any visible injuries by means of photos and medical reports. Accident report book must be completed.
- Depending on the seriousness of the assault and the wishes of the victim the police would be notified via the Control.
- Should the suspect be identified, they will have their details recorded and verified (via official documentation)
- Dependent on the wishes of the victim and the Event Manager, the person may either be asked to remain on site (to await police arrival) or ejected from the site.

In the event of a criminal act of a more serious nature, all staff ensure the safety of the victim and public. Every attempt will be made to:

- Gather witness statements and preserve the crime scene and any evidence that may be available from the victim.
- In the event where a suspect can be detained, they will be asked to wait in a separate environment from the victim and any witnesses
- Due consideration to the safety of Staff and Customers will be considered (i.e. should a weapon be involved)

In all cases of a serious nature, the police will be notified via the Event Control Room and the security manager will take control. Further advice will be sought from the police until their arrival.

Where a crime scene can be identified, Security will work with the Event Management Team to preserve this where possible.

- This will be achieved using a combination of Hazard tape, barriers and staff.
- The crime scene should be left as found, no items moved.
- Prevent all persons from entering the area unless explicitly required (i.e. medics to attend to casualties).
- Should the weather become adverse all actions would be taken to attempt to preserve the scene to the best of the available material (i.e. tarpaulin).

2.8 Incident Mapping for Future Analysis

A live dot map will be created to record any incidents so that an intelligence picture can be built on any vulnerable areas, breaches, incidents or crimes committed. This will enable us to be proactive in our approach to any developing situations that occur at any times or places to bolster any requirements.

To get the exact location What.Three.Words will be used to record the locations and inputted on the QR reporting form. Mobile Phone signal is quite poor within the event main arena but mapping can still occur via the control room.

2.9 Event Risk Assessment and risks

All risk assessments for the routine operations of security can be found at the following [Synergy Security Risk Assessments](#) Synergy Security are in the final stages of moving all documentation into a shared drive for collaborative working and streamlining work efforts, files are currently being moved into the new document folder and more will be placed as the files are moved across to the new system.

The main EMP will hold the main Risk Assessments that are not security or stewarding specific, Synergy will also be working with Safety Geeks to ensure that all Risk Assessments are complementary to each other to cover all aspects of the event.

A site visit is not necessary as Synergy Security have provided services at previous events.

3. Pre-Planning Event Planning

3.1 Planning Meeting

A synergy representative will attend any SAG meeting requirements to liaise with the relevant authorities to allow a joined up working relationship. This will ensure that lines of communication are open with regards to passage of vital intelligence. There will also be other pre-planning meetings as required to ensure the event is fully supported.

4. Site Security

4.1 Counter Terrorism Measures

Events and larger gatherings are being increasingly targeted in some kind or another with terrorism activities whether that be by small scale disruption by targeted organised criminal gangs or larger mass disruption. Security and event management teams must remain vigilant at all times throughout the event. Various methods will be introduced to disrupt any plan to disrupt the event from but not exclusively to:

- Regular Patrols (Changing patterns and routes)
- Steward spotters at integral parts of the event
- vehicles searches
- Person Searches on entry
- Regular specific area of operation searches and checks for any suspect packages
- Liaising with event operations and local authorities for intelligence gathering for any organised crime related intelligence activities.

4.2 Perimeter Fence Line

A perimeter fence will be erected sporadically around the main arena site to prevent uncontrolled access, as per site plan contained within the EMP and will consist of a full Heras build in the most vulnerable areas, the remainder of the event will have minimal perimeter fence due to the nature of its location and the vegetation which lends itself as a natural barrier.

Roaming patrols will be in operation throughout the outer perimeters making sure they incorporate along the fence line in their routes to ensure that it remains intact and any breaches are suitably dealt with quickly to re-secure the fence. Vulnerable areas that have already been identified will have spotters along them areas to deter breaches by means of purely visibility in the area only.

4.3 Accreditation and site Access

All attendees, staff and performers will be accredited with a cloth wristband upon entry for identification purposes. Production passes will be via lanyards.

No one without correct accreditation will be allowed to gain access to the site. The delivery of goods by traders is still to be confirmed at this point, however some kind of delivery pass or a drop point is likely to be used as per previous events.

All access bands, car passes, AAA pass descriptions and pictures will be in the EMP, these will be extracted and every member of security will receive a copy to ensure they know which bands have which access to site and restricted areas.

5. Build and Break

5.1 Aim of the Build and Break

The aim of security on site during the build and break periods is to keep the site as sterile as possible with only essential contractors and festival staff gaining access, during these times the sites are especially dangerous in respects of Health and Safety with restrictions and controlled access are taken into consideration i.e. Hardhats, Harnesses etc. The EMP will cover the build and Break site rules.

5.2 Build & Break Security Composition

The EMP will cover the build and break in its entirety. From a security perspective, security will be onsite from the evening of Tuesday 5 July 2022 and cover the silent hours after the production crews have finished setting up for the evening. There will be minimal security on during the day until the morning of Thursday 7 July 2022. During the periods, outside of the festival the site will be treated as a construction site while the stages and arenas are setting up.

During the break, there will be security on site for the following periods

Monday 11 July PM to secure site.
Tuesday 12 July PM to secure site.

There will be traffic management operatives controlling site access during the normal working hours outside the festival dates provided by Mandrake Event Services.

6. Public Arrival

6.1 Transport

An area will be set up for drop off and pick up via taxis or private cars, anyone attending the festival in their own cars will use the main carpark. Traffic management and car parking is covered by the TM team.

Security will search all live-in vehicles prior to entrance to the live-in camping area when they collect their accreditation and live in car pass.

6.2 Walk up and Queue Management

A barrier system will be set up for entry to the accreditation, after which they will filter through to the search lanes to be searched, it is anticipated that 8 security will be

searching with a supervisor on hand. Should the queues start to build then the Response Teams, Security Manager will be called to manage and assist in the searching area to reduce the queues.

A more detailed entrance plan will be covered in the EMP mainly covering the accreditation arrangements, no public will be admitted without correct accreditation.

Any early arrivals in vehicles will be held in the vehicle queue and any early arrival by drop off will queue in the barrier area, The TM and Security team will discourage anyone from parking or staying on the main road due to safety.

7. Event Live – Ingress

7.1 Infrastructure

The EMP will cover all infrastructure in place for the event and responsibilities. In terms of infrastructure for the security specific aspect, below is a list to be provided.

- 1 x Security Control Cabin with power and lighting
- 1 x Secure Lock Box or Container for Confiscations
- 1 x Camping area for Security and Stewards
- 1 x Tent for search area
- 2 x Buggy's for response during the live show

7.2 Ticket System

The event is fully ticketed and ticket operators will be available at the entrance points to deal with any inquiries. Security will be available to ensure that any issues arising from ticket sales and subsequent abuse or harassment to the ticketing staff is documented and dealt with.

7.3 Age Restrictions

The event is an 18+ event only, no entry will be granted to under 18's. In the event, they have purchased an event ticket they will be directed to the event management Team and Ticketing staff for resolution. If an under 18 has arrived the vulnerable person staff will ensure that the person is looked after until they have been collected or an appropriate adult has verified their onward journey from the event.

7.4 Prohibited Items

A full list of prohibited items will be published on the event website and the EMP, a list of the items will be passed to the security before the start of the event. Any items that are confiscated depending on what they are will be ticketed and returned at the end of the event.

As a rule, anything that is illegal for example illegal substances, NOS canisters, glass bottles will not be returned and placed in the appropriate places, however there

are items that may be returned that may have been brought as part of their camping equipment ie Large kitchen knives, Gas canisters of 3Kg plus (Weather dependent on smaller ones being allowed at all) that we would look to return at the end of the festival. Any items taken for return will be secured in a container or lock box and ticketed. The only access will be a Security Supervisor or Security Manager.

As it is a festival and tickets could be lost, we encourage the person leaving the item to take a picture on their phone of themselves with the ticket so that if the ticket is lost, they can still be verified. An example below of the self-ticket picture:



7.5 Camp Site Security

There will be security and stewards within the campsite areas 24 hrs a day when the festival goes live. They will manage together the initial ingress to ensure that the fire lanes and any camping space guidelines are adhered to. They will also talk to campers on a regular basis to gather any intelligence, monitor noise levels, large gatherings, fires and maintain a general watch over the camping areas.

Extra vigilance and the possibility of plain clothed security on the first night of the festival may be introduced to target any tent thefts, this is TBC and there may just be an extra presence just after dark.

8. Event Live – General

8.1 Pre-Opening Checks

Prior to opening the event, the Head of Security, Event Management Team and Health and Safety will carry out the pre-event checks. The key areas covered in the pre-event checks will be covered in the EMP but security specific areas are:

- Checking that fire lanes are clear
- Check to ensure emergency exits are clear and manned
- Checking that all security and stewards are in place
- Checking to ensure that any safety barriers or restricted areas are secure
- Checking to ensure that the entrance gates have what they require to open
- Checking the perimeter fence is secured

8.2 Lost & Found

Any property handed into a member of security or stewards are to log it using the QR log form and pass to the next supervisor or roaming team. It is to be taken to event control in the first instance or a lost and found area, security control is happy to hold any lost and found logging all items on QR code reporting form.

8.3 Lighting

The festival will be lit mainly by festoon lighting and adequate lighting towers will be supplied in the car parks, entrances and any specific areas. The EMP should cover all lighting areas on the event map.

CCTV

The event itself will not have any CCTV coverage however, all roaming security, Supervisors and several others will have body cams which are worn at all times. These will be recording any incidents or events that may need to be recalled later. All footage will be downloaded and saved with the operative's name, date and shift times should they be recalled later for ease of identification.

All the body cams have voice recording, night vision and screens to ensure they capture specific events if required. The Body cam footage is password protected with only the Security manager and security control room that have access to download, edit and recover the footage.

8.4 Radio Procedures

Synergy Security will need to be supplied with 3 radios, chargers and earpieces for use around the event site to allow the event organisers to relay any messages to security. The security will provide their own radios, to improve on the communications within the site from 2017, a repeater will need to be located within the site in a dry secure with power (this can be sought once on site again trying to find the best central location).

The following security code words will be used during the festival and are a direct extract from the EMP so that everyone is conversant in using the same messages to avoid any confusion, these are for sensitive occurrences so that anyone without an earpiece does not know the nature of the occurrence. This is standard practice to avoid panic and confusion to anyone overhearing any radio communications.

If any of the organizing staff need any assistance or security/ stewards to conduct anything other than what they have been instructed, then this must be communicated through the security manager.

Code Word	Actual Situation	Remarks
Mr. Trumpet	Emergency Evacuation	Terrorist event.
Mr. Sands	Fire	Response Teams.
Mr. Markwell	Welfare Situation	

The main event staff numbers that will be able to contact are included in the table below.

Name	Number	Position	Remarks
		Event Security Manager	On Site
		Control Room	On Site
		Company Director	Remotely

8.5 Vulnerable Persons

Ejections of vulnerable persons at the festival should be very rare as the festival caters for the people attending with a full set up of Welfare areas and Medical Teams. This will always be the first point of call with a vulnerable person as to help them sort out their bearings and relax if required.

If ejection is inevitable then any single/vulnerable male or female, you must **AT ALL TIMES** try to find a friend or person they are familiar with to accompany them. Any customers that are ejected where possible the member of staff wearing the body cam should accompany any ejection. The Senior Security Supervisor will take any details of the customer ejected.

Any females being ejected must at least have another member of staff with them where possible preferably female, this can be a member of the bar staff to act as a witness.

In the event of a vulnerable customer not being able to be reunited with a familiar person the following actions must be taken to ensure that they are cared for:

- Talk to them and reassure them
- Either take them to Welfare or Medical or call for their assistance
- Try to make a connection and find out as much information (ie their name, who they are out with etc.)
- Call a friend using their phone.
- Call a family member (last resort and Welfare should do this)
- Try to ascertain which friends they have attended with and use social media to try and contact them.
- Try and locate their tent and friends that way

AT NO POINT, will a vulnerable person be left alone.

If a situation arises where a vulnerable person is not appropriately clothed their dignity must be upheld at all times, they should adjust any clothing themselves with no assistance only to steady them. If they are unable to achieve this on their own,

then the use of a foil blanket or lost property clothing (e.g., coat) may be necessary.

Appropriate actions must be taken by the Senior Security Supervisor or management team; this applies if they have not entered the festival and are found in the area. If you think they may need assistance, then the above points are to be followed.

All staff need to be made aware of the "Ask Angela" initiative, if you are approached by someone asking for Angela then they require discreet help. Take them to a safe area away from other customers to see what the situation is and assist where necessary. The event EMP has a policy on vulnerable persons that will be followed and all security will be conversant with it prior to the event.



8.6 Management of Zone Capacities

Each zone will be monitored for capacity overloading, although due to the open nature of the event zones will not have specific numbers, should any area become overcrowded then the steward or security in that area will communicate with the supervisor and roaming team, security will be redirected to manage each area as required. Should the overcrowding become such as a situation may develop the security manager and duty event manager will be called to assess the situation and see if the music in that area needs to be shut down.

8.7 Decision to Close

The decision to close any area will be with a selected number of the Management Team. The security manager will be one of that team and will be issued with a STOP STOP card to inform the area or stage manager of who you are and that you have the authorization to stop the event in that area.

8.8 Reopening

Once a situation has been resolved the event management staff will allow the reopening of the closed area, this should be in conjunction with the H&S, Security

manager and event manager and any changes in staffing levels agreed prior to reopening if required.

8.9 Main Event Area Ingress/ Egress

The main event area will be completely sterile after the shutdown. Customers will be encouraged to return to the camping area and a full search will be conducted around the main event areas. Security will remain on each area to ensure the safety of equipment throughout the silent periods.

8.10 Front of House and Backstage Operation

The staff will be on hand to remove anyone safely from the crowd and distribute water should the need arise.

It is not the responsibility of Synergy Safety to protect the artists. The artists should have sufficient personal security to undertake this function. This may be provided in consultation with the event organisers and the security manager to agree staffing levels as required but supervisors will assist where they can .

Access to the backstage areas will be strictly by accreditation only and security will check the accreditation prior to entry, only staff with escorting rights will be allowed to escort a member of staff or public without backstage accreditation. The stage will be controlled by the stage manager and security.

8.11 Drugs and illegal substances

The search procedure at the entry gate will act as a deterrent for drug possession and resulting usage. The Drugs Handling Policy will be detailed in the EMP. To the public we operate a strict zero tolerance policy on drug use and possession. All guests to the event will be searched upon entry, any drugs found will be confiscated and placed into a locked amnesty bin which will be provided at the entrance. This should encourage any attendees carrying drugs to hand them in.

The festivals strict zero tolerance policy on drugs is advertised on the festivals website in the FAQ and Terms and Conditions sections.

Drugs are inevitable at a festival and while we do not condone it, we would be naive to think that it will not happen. Those found in possession of drugs or illegal substances on site will have them confiscated by Security and allowed to carry on in the festival, if they are found to have large amounts of varying substances they may be detained.

Drug dealing will however not be tolerated and we will work in full co-operation with the Leicestershire Constabulary to catch dealers, where possible we will gather intelligence on any person or persons suspected of dealing.

8.12 Amnesty Bin

A locked and staked amnesty bin with baffles will be at the entrance, the only access to this bin will be by the security manager and event manager together.

The bin will be of sturdy construction either metal or wood and capable of holding the weekends contents, in the event of NOZ canisters being confiscated they will be held at Security Control again locked away for destruction.

The amnesty bin will be emptied and all contents placed into a large evidence bag and sealed by the security manager and the event manager. An arrangement will be made with the security manager and local constabulary to collect or deliver the sealed amnesty collections to the station for destruction and analysis for any intelligence gathering.

9. Evictions

9.1 Eviction Tent

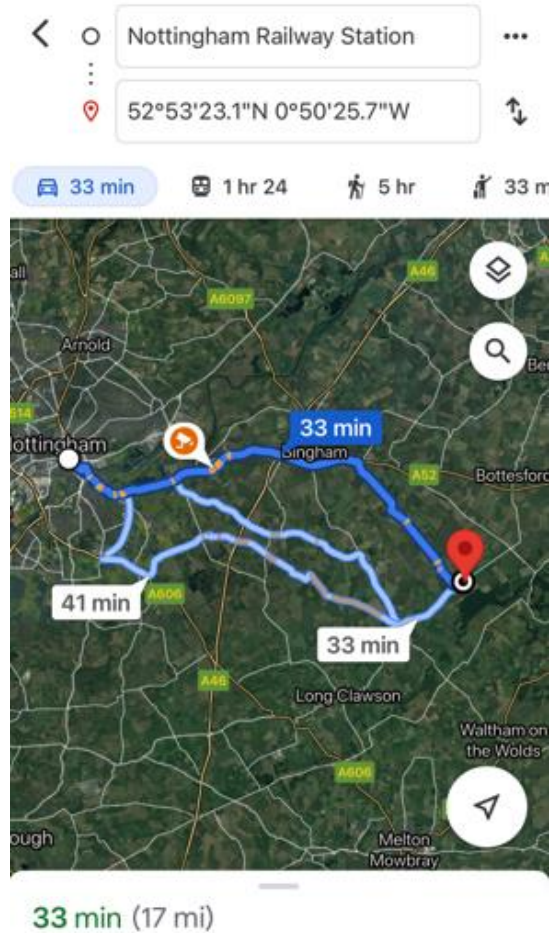
Due to the low number of evictions a small dedicated eviction tent will be set up. The security control area will have a harassed fenced area to hold anyone for a short time for eviction.

9.2 Eviction Procedure

Below is the eviction procedure that should be followed, this procedure does not include the measures already mentioned above for vulnerable persons:

- Ascertain if they require to be evicted or not
- Obtain their details from accreditation or documents on them
- If they have been caught trying to gain access, try to obtain their name
- Make a recording of the eviction on the QR reporting form
- Due to the distance to be evicted they may have to wait for transport
- A minimum of 2 plus the driver to be present in the eviction vehicle for safety
- Body cam CCTV must be recoding always during the eviction process
- Escort them to their tent to gather their belongings if required

Evictions if deemed fit and necessary will be taken to Nottingham Railway Station which is 17 miles from site and around 35 mins to drive.



9.3 Eviction Vehicle

An eviction vehicle will be on site to drive anyone evicted to a local safe place, this may be Nottingham which is around a 30 min drive. The vehicle will be commercially insured to carry passengers and have adequate seating, the most likely vehicle is a 4x4 vehicle that will allow adequate room and any baggage anyone may have.

10. Emergency Evacuation

10.1 Emergency Evacuation Route Clearance

A separate entrance is designated for emergency vehicles and emergency routes around the site that will be checked and kept clear at all times. In the event of an emergency evacuation, all security and stewards will open all emergency gates and entrances to allow egress.

Response Teams will immediately make their way to Event Control for redistribution to the emergency or help clear the site.

10.2 Assembly Points

Assembly points have not yet been finalized but all security and stewards will be completely briefed on their locations prior to the event commencing.

End of Plan.