

Appendix 2

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

The Town Council operates an effective Event Planning procedure that incorporates ensuring that all four licensing objectives are complied with.
An event safety plan and risk assessment is undertaken and an Event Safety Officer identified for each occasion.
The Town Council ensure that sufficient Stewards are in place and briefed prior to the event and the Police are always liaised with and frequently form part of any organising group.

b) The prevention of crime and disorder

The Town Council ensures that sufficient Stewards are in place and briefed prior to the event and the Police are always liaised with and frequently form part of any organising group.
Measures are in place to deal with any cash management issues, alcoholic drinks are only served under the responsibility of existing personal licence holders.

c) Public safety

An event safety plan and risk assessment is undertaken and an Event Safety Officer identified for each occasion who has the sole responsibility to ensure any ongoing safety issues are addressed.
Suppliers and contractors are checked for public liability insurance, method statements and risk assessments where necessary and understand their individual responsibilities.
Fire safety measures are considered and addressed within any event plan.

d) The prevention of public nuisance

Whilst the events organised are widely accepted and enjoyed by the community, the Town Council recognises its responsibility to neighbours who may be affected by the activities. To that end, neighbours in close proximity are informed in advance, events recognise work days and all finish by 10.30pm, any potential rowdiness or antisocial behaviour is addressed promptly and litter is managed proactively.

e) The protection of children from harm

The serving of alcoholic drinks is under the responsibility of established personal licence holders and the event is adequately stewarded with the police involved as appropriate for the event.
St John's First Aid is available when required and events risk assessed to cover any identified harm to children.