

04 July 2023 at 10.30 am

Council Chamber, Argyle Road, Sevenoaks

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Licensing Hearing

Supplementary Agenda

	Pages
3. LICENSING ACT 2003 TEMPORARY EVENT NOTICE - Eureka, Manor Lane, Fawkham, Kent DA3 8ND Tabled Documents	(Pages 1 - 10)

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Agenda Item 3

Good Vibrations Launch party at Eureka Naturist Club

1. Festival Duration:
 - The festival will commence on Saturday, July 15th, at 12:00 PM and conclude on Sunday, July 16th, at 3:00 AM.
 - Camping facilities will be provided, and all tents must be dismantled and vacated from the site by Sunday, July 16th, 11:00 AM.
2. Venue Utilisation:
 - The festival will take place at Eureka Naturist Club, an expansive venue spanning 23 acres of outdoor space and the main clubhouse and spa areas.
3. Expected Attendance:
 - The festival aims to host approximately 300-400 attendees, targeting a diverse demographic of males and females between the ages of 21 and 45.
 - Efforts will be made to attract a broad range of music enthusiasts within the specified age range.
4. Stages:
 - The festival will feature three main event areas. The primary stage will be located in the meadow, situated amidst the log cabins.
 - Another stage will be set up in the woodland area, creating an immersive experience for attendees.
 - As the evening progresses, the event will transition to the main club hall, ensuring entertainment till the venue's licensed hours.
5. Music Lineup:
 - The main stage will showcase performances by the renowned EMG Soundsystem, accompanied by an array of guest DJs and talented bands.
 - The woodland stage will feature captivating performances by The Utopia Project, providing a unique and diverse musical experience.
 - The indoor evening stage will feature the talented EMG Soundsystem again, ensuring continuous enjoyment for festival attendees.
6. Food and Beverage Vendors:
 - Eureka Naturist Club will predominantly cater to the food and beverage requirements of the festival, offering a centralized main indoor bar that seamlessly extends to an outdoor bar space.
 - Additionally, two separate bars will be strategically positioned in the outdoor areas, near the main stage and woodland stage respectively, providing simplified stock and non-member pricing.
 - To diversify the available food options, one food vendor will be contracted to participate in the vegan market, contributing to a varied culinary experience. The arrangement will be based on a percentage-of-takings basis.
7. Security Measures:
 - A comprehensive security strategy will be implemented to ensure the safety and well-being of all attendees.
 - A team of licensed SIA staff will be deployed, working in 7-hour shifts, to efficiently cover all required hours.
 - Additionally, an adequate amount of marshalls will be stationed strategically throughout the venue, actively monitoring the overall space to promptly address any concerns or issues.
8. Environmental Impact:
 - A key concern is the post-event cleanup. To address this, the festival will introduce an incentive program to encourage attendees to maintain cleanliness.
 - At the event's commencement, individuals will be provided with bags to collect and manage their waste, fostering collective responsibility for keeping the venue tidy.
 - Educational signage and awareness campaigns will emphasise the importance of environmental stewardship, promoting a sustainable and eco-conscious festival experience.
9. Future Considerations:
 - While the current plan centers on music as the primary attraction, further exploration of potential activities and attractions will remain open for future editions of the festival, ensuring continuous evolution and attendee engagement.

Risk Assessment: Good Vibrations Launch Party at Eureka Naturalist Club

Crowd Management:

Hazard: Overcrowding in event areas, leading to potential safety hazards.

Risk Level: Moderate

Control Measures:

- Implement a system to track and limit the number of attendees to prevent overcrowding:
- Utilise a ticketing or registration system with a set capacity limit.
- Monitor attendance in real-time to ensure compliance with capacity restrictions.
- Clearly mark emergency exits and ensure they are unobstructed at all times:
- Install clear signage indicating emergency exit routes.
- Regularly inspect and maintain exit paths, keeping them clear of any obstructions.
- Train event staff on emergency procedures and crowd management techniques:
- Conduct comprehensive training sessions for staff on crowd control and emergency response protocols.
- Designate staff members responsible for managing crowd flow and addressing any safety concerns.
- Deploy an adequate number of marshals to monitor and manage the event areas:
- Assign trained marshals to different sections of the venue to ensure effective crowd monitoring.
- Position marshals at key points, such as entrances, stages, and high-traffic areas, to guide attendees and address any issues promptly.

Trips, Slips, and Falls:

Hazard: Uneven terrain in outdoor areas.

Risk Level: Low

Control Measures:

- Conduct a thorough inspection of the event areas to identify and rectify potential trip hazards:
- Regularly inspect the grounds, pathways, and event spaces for any uneven surfaces or trip hazards.
- Repair or mark any uneven surfaces to increase visibility and prevent accidents.
- Ensure adequate lighting in all event areas, especially in outdoor sections:
- Install sufficient lighting throughout the venue, paying close attention to pathways, stairs, and areas with potential trip hazards.
- Conduct regular checks to ensure all lights are functional and replace any faulty bulbs promptly.
- Clear pathways of obstacles and debris regularly:
- Assign staff members to regularly monitor and clear pathways of any obstacles or debris.
- Provide sufficient waste bins and signage to encourage attendees to dispose of waste properly.

Fire Safety:

Hazard: Risk of fire due to outdoor stages, lighting equipment, or cooking areas.

Risk Level: Moderate

Control Measures:

- Develop and implement a fire safety plan, including proper storage of flammable materials, placement of fire extinguishers, and emergency response procedures:
- Store flammable materials in designated areas away from sources of ignition.
- Install fire extinguishers in accessible locations, ensuring they are regularly maintained and fully functional.
- Establish clear protocols and communication channels to respond to fire incidents swiftly.
- Conduct fire safety drills and ensure staff members are trained in fire prevention and evacuation protocols:
- Conduct regular fire safety drills to familiarise staff with evacuation routes and procedures.
- Provide training on fire prevention measures, such as the safe use of electrical equipment and smoking restrictions.
- Designate specific staff members responsible for initiating emergency procedures in the event of a fire.

Agenda Item 3

Noise and Sound Management:

Hazard: Excessive noise levels affecting nearby residential areas.

Risk Level: Low

Control Measures:

- Conduct sound checks and adhere to local noise regulations to minimise disturbance to nearby residential areas:
- Conduct sound tests and measurements to ensure compliance with permitted noise levels.
- Position speakers and sound systems strategically to minimise noise propagation beyond the event boundaries.
- Implement sound barriers or acoustic measures to control noise levels:
- Install temporary sound barriers, such as fencing or sound-absorbing materials, to contain sound within the event area.
- Utilise directional speakers and adjust their positioning to focus sound projection towards the audience area.

Alcohol-related Incidents:

Hazard: Intoxication leading to disruptive behaviour or accidents.

Risk Level: Moderate

Control Measures:

- Enforce responsible alcohol service practices, including monitoring alcohol consumption and identifying intoxicated individuals:
- Train bar staff to recognise signs of intoxication and refuse service to individuals who are visibly impaired.
- Implement drink ticket systems or limits to regulate alcohol consumption.
- Provide non-alcoholic beverage options and encourage responsible drinking.
- Train bar staff in responsible alcohol service and identify procedures to handle potential incidents:
- Provide staff training on responsible alcohol service, including techniques to de-escalate conflicts or handle disruptive behaviour.
- Establish clear communication channels between bar staff and security personnel to address potential alcohol-related incidents promptly.

Security and Safety:

Hazard: Unauthorised access or breaches in perimeter security.

Risk Level: Moderate

Control Measures:

- Employ licensed security personnel to maintain perimeter security and prevent unauthorised access:
- Hire trained security personnel who are experienced in event security.
- Position security staff at entrances, exits, and key access points to monitor and control entry.
- Implement bag checks or searches to ensure the safety of attendees:
- Conduct bag checks or body searches at entry points to prevent prohibited items from entering the event.
- Clearly communicate the security measures to attendees in advance to streamline the entry process.
- Encourage attendees to report any suspicious activity and maintain a visible security presence throughout the event:
- Display signage encouraging attendees to report any concerns or suspicious behaviour.
- Ensure security personnel are visible throughout the event area to deter potential security breaches and provide a sense of safety to attendees.

Medical Emergencies:

Hazard: Injuries or health issues requiring immediate medical attention.

Risk Level: Low

Control Measures:

- Ensure an adequate number of first aiders or medical professionals are present at the event:
- Assess the attendee-to-medical staff ratio based on anticipated attendance and the nature of the event.

Agenda Item 3

- Coordinate with medical professionals or medical service providers to have qualified personnel on-site.
- Establish a well-equipped medical station to handle minor injuries or health issues:
- Set up a designated medical area equipped with necessary medical supplies and equipment.
- Ensure medical staff have access to communication devices to contact emergency services if required.
- Develop an emergency response plan and communicate it to all staff members:
- Create a comprehensive emergency response plan outlining procedures for medical emergencies, including communication, first aid, and emergency evacuation protocols.
- Train staff members on the emergency response plan to ensure a coordinated and efficient response to medical incidents.

Environmental Impact:

Hazard: Adverse environmental impact due to waste management and disposal.

Risk Level: Moderate

Control Measures:

- Provide sufficient waste disposal points and recycling facilities throughout the venue:
- Place clearly labelled waste bins and recycling stations at convenient locations throughout the event area.
- Empty waste bins regularly to prevent overflow and littering.
- Implement an incentive program to encourage attendees to clean up after themselves:
- Launch a waste management campaign that promotes responsible waste disposal and offers incentives, such as rewards or discounts, to attendees who actively participate.
- Provide attendees with designated waste collection bags and educate them about the importance of proper waste management.
- Raise awareness about environmental stewardship through signage and announcements:
- Display signage promoting environmentally friendly practices, including waste reduction, recycling, and conservation.
- Make announcements throughout the event, emphasising the event's commitment to sustainability and encouraging attendees to participate in eco-conscious behaviours.

Swimming Pool Safety:

Hazard: Drowning and water-related incidents in the swimming pool area.

Risk Level: High

Control Measures:

- Assign trained and certified lifeguards to monitor the pool area throughout the event.
- Clearly mark pool depths and boundaries with visible and legible signage.
- Ensure the pool is compliant with relevant safety regulations and secure entry/exit points.
- Provide flotation devices and lifesaving equipment in easily accessible locations.
- Enforce swimming competency requirements and designate specific areas for non-swimmers or children.
- Implement a buddy system for weaker swimmers.
- Conduct regular water quality checks and ensure proper pool maintenance.
- Display prominent and visible pool safety rules and guidelines.
- Provide clear instructions for emergency pool evacuations and procedures.
- Maintain clear visibility of the pool area, ensuring adequate lighting during the evening
- Educate attendees about pool safety and responsible swimming practices.

Jacuzzis, Saunas, and Wet Area Safety:

Hazard: Potential risks associated with the use of Jacuzzis, saunas, and wet areas.

Risk Level: Moderate

Control Measures:

- Provide clear safety guidelines and instructions for the use of Jacuzzis, saunas, and wet areas:
 - Display visible signage with rules and guidelines for the proper and safe use of the facilities.
 - Include information regarding recommended time limits, temperature restrictions, and health precautions.
- Regularly inspect and maintain Jacuzzis, saunas, and wet areas:
 - Conduct routine checks to ensure proper functioning, water quality, and cleanliness of the facilities.
 - Address any maintenance issues promptly to prevent accidents or equipment malfunctions.

Agenda Item 3

- Staff supervision and training:
 - Assign trained staff members to monitor the Jacuzzis, saunas, and wet areas to ensure safety and provide assistance if needed.
 - Train staff on emergency procedures specific to the wet area, including responding to slips, falls, or other accidents.
- Temperature and ventilation control:
 - Monitor and maintain appropriate temperature levels in Jacuzzis, saunas, and wet areas to prevent overheating or discomfort.
 - Ensure proper ventilation to maintain a comfortable and safe environment.
- Promote personal hygiene:
 - Provide hand sanitisers or washing facilities near the wet area to promote hygiene practices.
 - Display reminders for attendees to shower before using the facilities to maintain cleanliness and prevent waterborne illnesses.
- Clear communication of safety guidelines:
 - Include safety guidelines for the wet area in event communications, websites, and printed materials to inform attendees before they enter.
 - Make announcements reminding attendees of safety precautions and proper use of the facilities.

Camping area

Hazard: Potential risks associated with camping facilities and activities.

Risk Level: Moderate

Control Measures:

- Adequate camping space and organisation:
 - Plan and allocate sufficient space for camping, ensuring it is suitable for the anticipated number of campers.
 - Clearly mark designated camping areas and provide sufficient spacing between tents.
- Communication and information:
 - Provide campers with comprehensive information regarding camping rules, regulations, and safety guidelines.
 - Communicate any specific hazards or considerations related to the camping area, such as terrain or wildlife.
- Fire safety:
 - Provide fire extinguishers and clearly mark their locations.
 - Inform all attendees that fire and cooking whilst on site are strictly prohibited.
- Tent safety and stability:
 - Encourage campers to properly set up and secure their tents to ensure stability and resistance to weather conditions.
 - Advise campers to avoid setting up tents under trees or in areas prone to falling branches or debris.
 - Inform campers about the importance of maintaining clear pathways between tents and emergency exits.
- Lighting and visibility:
 - Ensure adequate lighting in camping areas, especially near pathways, communal areas, and facilities like restrooms or showers.
 - Encourage campers to bring and use appropriate lighting devices, such as flashlights or lanterns, to navigate the camping area during nighttime.
- Personal security:
 - Promote personal safety measures, such as securing personal belongings and valuables, and discouraging unattended access to tents.
 - Encourage campers to be mindful of their surroundings and report any suspicious activity to event security.
- Sanitation and waste management:
 - Provide sufficient restroom facilities and ensure regular cleaning and maintenance.
 - Encourage campers to dispose of waste properly in designated bins or recycling facilities.
 - Promote cleanliness and hygiene practices, including handwashing stations and access to sanitation supplies.
- Emergency procedures and communication:
 - Establish clear procedures for handling emergencies in the camping area, including medical emergencies, severe weather events, or evacuation protocols.

Agenda Item 3

- Communicate emergency contact information and instructions to campers, including how to reach event staff or security personnel.
- Post signage with emergency contact numbers and information in visible locations within the camping area.

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Concerns regarding TENS application for Eureka Naturist Club July 15th-16th

Thank you for your prompt response regarding the application for the TENS submitted under reference "23/02418/LATEN" for the venue located at Eureka, Manor Lane, Fawkham. Allow me to express my apologies for the inadequate provision of information in the initial submission. Regrettably, during the application process, we encountered a limitation in uploading relevant files. Having reviewed your inquiries and obligations, I have compiled the following responses below, aiming to address the raised concerns effectively.

1. Concerns about the nature of the event and activities due to the limited information provided.

The festival will feature multiple stages with diverse music performances, including renowned artists, guest DJs, and talented bands. Efforts have been made to attract a broad range of music enthusiasts aged 21 to 45.

2. Previous issues of sexual offences at the venue. These were addressed through a membership format that TEN removes:

In order to address the concerns regarding the event being open to the general public and the potential rise in offences, we would like to emphasise that our event management process includes gathering information about every individual entering the site. Despite promoting the event to new customers and non-member attendees, we have implemented a thorough registration process. Prior to checkout, all ticket purchasers are required to provide their name, contact number, and basic information.

Furthermore, upon arrival at the event, every attendee will undergo an identification scanning procedure. In addition to this, all individuals will be asked to sign a waiver confirming their awareness of the venue's rules and regulations, as well as acknowledging the nature of the venue itself. This ensures that all attendees are fully informed about our policies and the specific characteristics of the event.

By implementing these measures, we aim to maintain a secure and controlled environment, where the safety and well-being of all attendees are of utmost importance.

3. Increased vulnerability and a potential rise in offences due to the event being open to the general public:

In response to the concern about increased vulnerability and the potential rise in offences due to the event being open to the general public, we would like to assure you that we have taken comprehensive security measures to mitigate these risks.

Our security measures include the deployment of licensed SIA staff and Marshalls who will be strategically stationed throughout the venue. Their primary responsibility is to ensure the safety and well-being of all attendees. They will actively monitor the event, promptly address any concerns or issues that may arise, and maintain a secure environment.

Furthermore, as previously mentioned, all attendees will be required to undergo identification scanning upon arrival, and they will be asked to sign a waiver confirming their understanding of the venue's rules and regulations. These measures not only enhance security but also serve to create awareness among attendees regarding the nature of the event and the expected code of conduct. By combining these security measures, which include the presence of licensed personnel and effective surveillance, we aim to provide a safe and controlled environment for all participants. Our priority is to ensure that the event is enjoyable for everyone while maintaining a strong focus on security and minimising any potential vulnerabilities or offences.

4. Safety concerns due to the size and location of the venue, with natural and man-made hazards.

Agenda Item 3

In light of the size and location of the venue, we have given careful consideration to effectively manage attendee containment and prioritising safety throughout the event. To address these concerns, we have devised a comprehensive plan to guide attendees through different areas of the venue and ensure their well-being.

One of the key measures we have taken is the strategic implementation of fencing to demarcate specific locations within the venue. This will help streamline the flow of attendees, ensuring a controlled and organized environment. Additionally, we have placed a strong emphasis on lighting arrangements, particularly during the evening hours. Adequate lighting will be in place throughout the venue, enabling clear visibility for all attendees, thereby minimizing any potential hazards and ensuring they can navigate the premises with ease and confidence.

To further enhance safety, we will have licensed SIA staff and marshalls stationed strategically throughout the venue. These trained professionals will be dedicated to maintaining a secure environment, promptly addressing any concerns or issues that may arise, and ensuring the well-being of all attendees.

By implementing these measures, which include designated fencing, appropriate lighting, and the presence of licensed security personnel, we aim to create a safe and secure atmosphere that prioritizes the safety of all individuals in attendance. Our primary goal is to provide a comfortable and enjoyable experience while effectively managing any potential risks associated with the size and location of the venue.

5. Lack of information about the anticipated audience profile, particularly concerns for younger attendees.

The intended target demographic for this event encompasses both male and female individuals within the age range of 21-45 and beyond. While this slightly deviates from our typical customer demographic, it is important to emphasise that we will rigorously enforce a strict policy prohibiting entry to individuals under the age of 21.

Our commitment to maintaining a safe and appropriate environment for all attendees necessitates this age restriction. By adhering to this policy, we aim to ensure that the event is tailored to the expectations and preferences of our target demographic, while also upholding legal requirements and promoting responsible event management.

6. Unclear description of the event as a "Festival Launch Party" without details of entertainment and facilities.

The event in question is indeed a festival launch party scheduled to take place from Saturday, July 15th, at 12:00 PM, until Sunday, July 16th, at 3:00 AM. As part of our collaboration, we are organizing this pre-party event to promote "The Good Vibrations Society" Festival, which is a separate and larger festival happening at a different location on another date. Our event serves as a pre-launch mini festival affiliated with the aforementioned larger festival, and our collaboration aims to generate excitement for both events.

During the festival launch party, attendees can expect a range of captivating performances and entertainment. The main stage will feature renowned artists such as the EMG Soundsystem, along with guest DJs and talented bands, providing a high-energy experience from 12:00 PM to 6:00 PM. Additionally, the woodland stage will offer unique musical experiences presented by The Utopia Project, spanning from 4:00 PM to 11:00 PM. To ensure continuous enjoyment, the talented EMG Soundsystem will return to the indoor evening stage, performing from 9:00 PM to 3:00 AM.

In order to address concerns about attendee accommodation and prevent any inconvenience due to the venue's location, we are making arrangements to provide a range of options. This includes the rental of cabins and designated spaces for camping. Adequate security measures will be in place throughout the night to facilitate these accommodations and ensure the safety and well-being of all attendees.