



Additional Information for Licensing Sub-Committee
Thursday, 18th May, 2023 10.00 am

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ATTACHMENT 1: Statement of Robert Deadman, MD RS Security, on site manager for Bath carnival

RS Security Response to Resident's Concerns – 2022 Event

RS Security has a long and prestigious history in supplying staff to venues and events across the BaNES area. To date, we have never had any complaints or negative feedback, relating to dangerous events, shortage of staffing numbers, Lack of attention and so on. Some of the clients we work for are very high profile, such as Bath Rugby, Bath Festival Finale held at the Rec, Bath Music festival (city wide), Banes Heritage services and other departments within BaNES council direct. I have personally overseen events for crowds in excess of 18000, spread across large venues so am very experienced in this field.

During our longstanding partnership with Bath carnival, they have always been very receptive to our suggestions and recommendations in regards to staffing numbers and safety issues, from the base area (Sydney Gardens) to the route and speed of the procession through town. To date, all recommendations we have made during Post event wash ups have always been implemented for the following years event. It is a continual learning curve, but one that has never been done by cutting corners or resources. The very fact that only the day before 2022s event, the carnival committee more than doubled the SIA numbers as pre caution speaks for itself.

Running a safe and enjoyable event in a park that is open to the public is never an easy task, without fencing off and closing all non-event areas of the park. However, as is demonstrated by the lack of medical incidents, crowd disorder events, police interaction, et al, the event has proven to run in a very safe enjoyable fashion, enjoyed by 1000s every year. A comprehensive staff briefing is held every year by both a member of Bath carnival team, and the allocate security manager. This covers all possible scenarios, ranging from a maurading terror attack, to a lost child or parent, including the correct use of 2 way radios and specific code words, as detailed ion the EMP.

I was personally present for the duration of the event at Sydney gardens and at the head of the procession route, and also gave the security briefing to ALL the staff on site. With regards to the stewards, For the duration of this event, Bath Carnival ordered 11 SIA licenced officers, which was more than double the previous years (5). 5 officers were on duty between 09.30 and 22.00, with the additional 6 on duty between 11.30 and 18.00. This was to back fill any shortage of volunteer stewards due to it still being the back end of the covid period.

Once the procession departed (14.15), 6 of these SIA escorted the parade, and the remaining 5 remained on post within Sydney Gardens for the full duration. This was in addition to the carnivals own volunteer stewards, and the 2 carnival staff manning the control point., upon the procession's return, there was in excess of 20 SIA and stewards on site.

During the period of the procession, public numbers within Sydney gardens were very low, less than 100 at any time, and given the 5 SIA alone, this was a minimal ratio of 1 to 20, with other volunteer stewards also present to assist and monitor any activity taking place. Staff were easily identifiable wearing orange and blue His Vis vests with security written on the rear.

For the duration of the event, SIA roles covered were Entry and egress gates, foot patrol of the event area, monitoring of the children's areas (all SIA staff hold valid DBS certificates), monitoring of catering outlets, escorting the parade through the city centre, and general customer service.

During the peak times approx. 12.00 – 16.00, stewards at the entry points were joined by players of Bath Rugby, who were assisting as community volunteers. In fact a number of these players, took it upon themselves to do the gate counting as it was something totally different for them, and a good way for them to see things from a different perspective. This was in addition to the SIA staff at gates, so effectively double staffing.

Whilst the procession was taking place, the main carnival committee personnel were away from the gardens, however, the staff left on site, were more than competent to deal with any issues or possible emergencies that may have occurred, having all had the same briefing and knowledge of evacuation points, safe areas, code words etc. At no point did I have any concerns at all in regards to safety of any aspect of this event.

R C Deadman
04 May 2023

ATTACHMENT 2: Paid invoice from RS Security evidencing the SIA cover for the 2022 Bath Carnival event

RS Security & Training Ltd



VAT INVOICE

INVOICE TO
Bath Carnival

INVOICE
DATE 11/07/2022
TERMS Net 30
DUE DATE 10/08/2022

DATE	SERVICE	DESCRIPTION	VAT	QTY	RATE	AMOUNT
08/07/2022	Security	22.30 - 08.30 X2	20.0% S	20	14.50	290.00
09/07/2022	Security	09.30 - 22.30 X5	20.0% S	65	14.50	942.50
09/07/2022	Security	14.00 - 18.00 X3	20.0% S	12	14.50	174.00
09/07/2022	Security	11.30 - 18.00 X6	20.0% S	39	14.50	565.50
09/07/2022	Security	22.30 - 08.30	20.0% S	10	14.50	145.00
SUBTOTAL						2,117.00
VAT TOTAL						423.40
TOTAL						2,540.40
PAYMENT						2,540.40
BALANCE DUE						£0.00

PAID

VAT SUMMARY

RATE	VAT	NET
VAT @ 20%	423.40	2,117.00

ATTACHMENT 3: Statement of Caroline Sullivan, Sydney Gardens Site Manager for Bath Carnival

To whom it may concern

My name is Caroline Sullivan. I am a qualified SIA Licensed Close Protection Operator, SIA Security course instructor for Close protection and Door supervisor and Security Consultant.

On 9th July 2022 I was deployed by DSG Close protection Ltd as Site Manager for Bath Carnival in the Sydney gardens area. This is a role which I have carried out for the last 3 Carnivals in Bath.

My duties that day involved managing the various vendors coming on to the site ensuring they were placed correctly and safely. I was also responsible for signing in all SIA security staff and the issuing of radio communications along with the booking in and rotation of all stewards for the day.

My other duties included but were not limited to:-

1. Regular radio checks to ensure all staff were in place and aware of their duties manning all exits/entrances to the gardens.
2. The monitoring and collation of numbers of the public entering and exiting the gardens by way of counter clickers that all stewards were issued.
3. Regular Decibel readings for the noise sensitive areas listed in the Noise Management plan

On the evening of Saturday 9th, one breach of noise was recorded, immediately rectified and a secondary reading taken to ensure compliance.

All security staff and stewards were regularly checked on and rotated leaving no entrance/exit unmanned to ensure accurate monitoring of numbers to comply with the venue capacity. Numbers were reported every hour to myself from all gates and regular patrols carried out by myself and the security staff to ensure public safety.

The day in general was a success with many people attending to enjoy not just the carnival but the entertainment provided in the gardens, helped by the warm weather and good mood of the public.

There were no serious incidents reported to myself by staff or the public with the one exception of a noise breach as reported above.


My duties continued on until midday of the Sunday 9th where I witnessed and helped with a number of volunteers in the clearing of litter from the grounds and supervision of refuse disposal returning the gardens to as near as possible clean state.

I hope this statement made by myself helps alleviate any concerns anyone may have about any possible breaches of licensing objectives throughout the duration of the event.

ATTACHMENT 4: Copy of email sent to Gate Stewards one week prior to event, including PDF attachments explaining the process of (and their role in) monitoring numbers on site.

Info for your volunteer shift at Bath Carnival 2022: 12:45 - 15:45 External

Inbox x



Stu Matson <stu@bathcarnival.co.uk>
to Stu, bcc: [REDACTED] bcc: [REDACTED] bcc: [REDACTED] bcc: [REDACTED] bcc: [REDACTED] bcc: [REDACTED]
Hello,

Thank you for volunteering at Bath Carnival 2022.

You have been allocated a shift as a Gate Steward in Sydney Gardens. Below are the details of your shift:

1.YOUR VOLUNTEER SHIFT DETAILS

Report to: Sydney Gardens, HQ (Sydney Pl, Bathwick, Bath BA2 6NH). See attached map for reference.
Arrival Time: 12:30
Shift Time: 12:45 - 15:45

Your role is very simple, but we would advise attending one of our short volunteer briefings where you can receive a quick induction, and can ask any questions you may have.

You can sign-up to a briefing [HERE](#).

2.BRIEF DESCRIPTION OF ROLE

- There are 5x entrances to Sydney Gardens. You will be posted at one of these with an event clicker, donation bucket and event radio.
- Please see the attached PDF for a simple breakdown of how to use each item.
- Please let us know in advance if you have a friend you'd like to do your shift with and we can ensure they're on the same gate.
- Once you have finished your shift, you're welcome to collect 1x free hot drink from the Disco Bites Trailer free of charge.


From the whole team here at Bath Carnival - THANK YOU!


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Kind Regards,
Stu Matson, Project Coordinator
Bath Carnival | www.bathcarnival.co.uk

Sun, 3 Jul 2022, 20:32

☆

2 Attachments • Scanned by Gmail ⓘ


ABOUT YOUR ROLE AS A
GATE STEWARD
(An printed report to Carnival HQ in Sydney Gardens where you will be allocated this)



ATTACHMENT 5: Copy of PDF attachment sent to all Gate Stewards prior to the Bath Carnival 2022 event.



ABOUT YOUR ROLE AS A GATE STEWARD

On arrival report to Carnival HQ in Sydney Gardens where you will be allocated the following 3x items at the start of your shift.

EVENT CLICKER



Each entrance is allocated 2x event clickers

- Use Clicker 1 every time someone enters.
- Use Clicker 2 every time someone leaves.

RADIO



Each entrance allocated 1x Radio

- Event HQ will radio you every 30minutes to log the number of each clicker.
- This ensure we know how many people are in the park at any given time.

DONATION BUCKET



Each entrance is allocated 1x Donation bucket

- Please welcome people as they arrive and thank them as they leave.

Stewarding a gate in Sydney Gardens for just a few hours makes a huge difference, you will be:

1. Helping us stay within the conditions of our license by monitoring numbers on site
2. Collecting vital donations to keep the community project alive
3. Providing a friendly face for people as they arrive and leave

From everyone at Bath Carnival THANK YOU for your community spirit and support.

ATTACHMENT 6: Statement of Wendy Maden, B&NES Council Officer, regarding her volunteering session as a Gate Steward

Tuesday 09 May, 2023

Following online registration and a week prior to the Carnival day, I received an email detailing what would be involved in my role as Volunteer steward. These responsibilities included: wearing high vis, stewarding the entrance gate to the site, using 'clickers' to monitor numbers access and egressing the site, responding to a radio to report back attendee numbers.

I volunteered to do 2 shifts on the event day in the afternoon and reported to the HQ to receive high vis. I was then led to the gate to do a formal handover between myself and the previous volunteer, to ensure continuity of recording. This involved explanation of recording access/egress with the two clickers and how to use the radio to record these numbers with HQ periodically.

During my shift I recorded the numbers and reported back whenever I was asked on the radio to do so. Security personnel were patrolling round the site throughout my shift and regularly checked in at the gate to ensure everything was going smoothly. I saw at least 4 different members of security staff who frequently received radio messages between them and could respond to any issues arising.

At the end of my shift there was a handover with another member of staff, including recording the numbers on the clickers for completeness.

Wendy

ATTACHMENT 7: Photographs of the Sydney Gardens site at start of site setup

FRIDAY 8 JULY, 2022: SITE SETUP



ATTACHMENT 8: Photographs of the Sydney Gardens site during site pack down

SUNDAY 10 JULY, 2022: SITE PACK DOWN



ATTACHMENT 9: Statement of Jason Prentice, Director of SuperPirates

RE: Bath Carnival 9th July 2022

Dear Stu,

I can confirm:

Staffing:

- We had 3 members of Staff on duty rota'd 10am - 10pm
- All staff present on the day of the Bath Carnival 2022 were DBS checked.
- All were 12-hour Paediatric First-Aid trained.
- All staff were very experienced, One has a Level 3 childcare qualification
- All staff had read and understood event risk assessments
- All staff were trained in child safeguarding at the time of the event
- All staff wore uniform representing their position as SuperPirates staff
- All staff present that day still work for the company so can be called to corroborate if needs be, and additional evidence can be supplied related to above statements if required.

Our operations on the day:

- We were strictly running a play provision, not childcare. Parents were responsible for their children at all times.
- The provision that we ran for Bath Carnival was very typical for us. We run the same provision for a number of other, larger festivals, throughout the year.
- We were fully insured
- The bouncy castle was run in accordance with supplier guidance and insurance

Broader context for SuperPirates:

- We are an experienced team of playworkers, actors, entertainers and qualified teachers. We have run large and small events, as well as a chain of Ofsted registered after school clubs for more than 10 years. We have a fantastic reputation locally and our Ofsted inspections qualify our work and commitment to children's happiness and welfare. In short, we know exactly what we're doing.

Our impression of Bath Carnival:

- We have been contracted by Bath Carnival to run it's kids play area since its conception.
- The event is well managed: communication is clear, risk assessment and security is diligent.
- Site management is very slick, with a respectable management team, proper outsourcing to professionals where necessary (i.e, security, food).

Should Bath Carnival be granted the increase in capacity, we feel there is more than enough room to cater for the increased children's presence on site, and we are already prepared to put sufficient staffing in place for the kids area for this year.

Kind regards

Jason Prentice

Director of SuperPirates

