

# MINUTES OF THE RV SAFETY ADVISORY GROUP

## THURSDAY 23 MAY 2013 @ 2.00pm

<u>PRESENT:</u>	Terry Longden (Chair)	RVBC
	Chris Shuttleworth	RVBC
	Phil Dodd	RVBC
	Linda Jones	RVBC
	Craig Jarrett	Police
	Dave Mangan	Police
	Peter Frazer	Fire & Rescue
	Eddie Mills	LCC Highways

	ACTION
<p><b>APOLOGIES</b></p> <p>Apologies for absence were submitted on behalf of Insp Lister, Pat Douglass (LCC) and Diane Rice, Catherine Moore, James Russell, Julie Whitwell (RVBC).</p> <p><b>INTRODUCTIONS</b></p> <p>Terry welcomed everyone to the meeting. Each person introduced themselves to the rest of the group.</p> <p><b>REVIEW OF PAST EVENTS / FEEDBACK (up to 23 May 2013)</b></p> <ul style="list-style-type: none"> <li>• 4 – 6 April – a few events in Hurst Green over a weekend that had ‘fed on each other’. This had caused some traffic issues for the Police.</li> <li>• 12 May – clash of cycle events, one of which was a race and the other a sponsored event. The race had changed their route late in the day that LCC had not been aware of. It was imperative that organisers inform LCC of their routes.</li> <li>• 4 May – Valley Gigs - a problem with an additional gazebo that had not been secured down. Quickly remedied once pointed out.</li> <li>• 19 May – Whit Walk, Read/Simonstone – although this event did not present any threat/risk it had been policed in the nature of ‘good community relations’. It was uncertain as to whether this could be done again next year. The organisers must consider what they can do to minimize the risk in future.</li> </ul> <p><b>CHANGES TO PROCESS</b></p> <p>Following the above review/feedback it was agreed that</p> <ul style="list-style-type: none"> <li>• the events calendar should be included on the website</li> <li>• additions to the events form should be made to include an agreement for details to be released on the website to facilitate the above and asking events organisers to check for events on the same date as their own</li> <li>• as much information as possible should be included on the events calendar eg cycle routes</li> </ul> <p>It was acknowledged that it was the event organisers responsibility to provide information as well as check details if they know another event is on the same day as their own.</p> <p>LCC are looking at the whole issue of road closures. Consideration would be given as to whether there could be a group of trained people that could be called upon; or whether organisers could be trained adequately to marshal their own</p>	<p>TL / OH</p> <p>TL</p> <p>OH</p>

events.

#### EVENT CALENDAR – FUTURE EVENTS

- Chipping Steam Fair – Julie Whitwell will attend
- Little Treasures Fun Run – flagged up with LCC
- Cycle Races – Terry will talk to Gary Makin about writing to British Cycle Association
- Beatherder – CS referred to the SAG policy as well as the conditions attached to the Licence with particular reference to having a contingency plan; crowd safety management plan and a major incident plan. Major incidents could include flooding, fire or collapsed staging that may require the movement of large numbers of people, alternative accommodation and facilities.  
CJ has received a comprehensive plan that may cover major incidents – he would check and let CS know.
- Food Festival – on-going
- LNOP – Terry would ask Clitheroe Town Council for a proportionate event plan, numbers, and discuss whether these should be ticketed events
- Ride with Brad – the current position with LCC was that organisers must take the initiative of checking the routes with LCC – Terry would speak to Andy Ashcroft about LCC contacting organisers rather than relying on organisers to contact them. Otherwise we would need to add something to the website information and events form.
- 7/8 Sept cycle ride/race – PF would chase up for further information
- Bonfire – PD was working with the organisers on an event plan. He was dealing with Mike Bryant. They had decided it would be a 5000 ticketed event sold in advance with no admissions on the night. 'Grounds Closed' signs would be put up in the Castle Grounds during the day. PF offered the services of Craig Hetherington (Fire Safety Enforcement) to train the bonfire marshals – he would contact PD direct. The organisers were looking to put something positive in the press soon about the event. DM indicated that there would be both neighbourhood police and contingency police on duty. This would help with the extra people in town who come just to watch the fireworks or arrive thinking they can get access to the bonfire site.

PF reported that he automatically passed information on to Dave McGrath @ Clitheroe Fire Station so that they were aware of closed roads etc for access reasons. He would also inform Olwen which events they would have input into.

DM asked that the Police column on the events calendar be changed to incorporate LCC and Traffic Management.

#### DATE OF NEXT CORE MEETING

The next meeting would be held on Thursday 5 September 2013 at 2pm in the Training Room, Level D of the Council Offices.

The meeting closed at 3.30pm

TL

CJ

TL

TL

PF

PF

TL / OH