



## Glastonbury Festival 2015 Alcohol Management Plan

Prepared By

Document Owner(s)	Project/Organisation Role
Robert Richards	Glastonbury Festival 2015 Ltd, Commercial Director and DPS

Document Version Control

Version	Date	Author	Change Description
	17/12/14	R. Richards	Initial draft for 2015
	27/04/15	R. Richards	Final draft for 2015

**TABLE OF CONTENTS**

1. INTRODUCTION ..... 3

2. BAR OUTLETS ..... 3

3. ALCOHOL MANAGEMENT STRUCTURE AND OPERATIONAL PLAN ..... 3

4. ALCOHOL POLICY ..... 3

5. PROTECTION OF CHILDREN FROM HARM ..... 4

6. OTHER LICENSING DUTIES ..... 4

7. CREW BARS ..... 4

APPENDIX A – ALCOHOL MANAGEMENT STRUCTURE ..... 5

APPENDIX B – LIST OF PERSONAL LICENCE HOLDERS ..... 6

APPENDIX C – FLOWCHART ILLUSTRATING COMMISSIONING PROCESS ..... 6

## 1. INTRODUCTION

- 1.1 The Alcohol Management Plan (AMP) details management strategies that will be implemented by Glastonbury Festival 2015 Ltd Company Reg Number 04348175 (GF2015) to ensure that licence conditions agreed with the local authority are met and that all relevant legal duties are discharged.
- 1.2 The Bars Working Group meets prior to the event to discuss and review this plan and all related arrangements. The Bars Working Group is comprised of representatives from the relevant responsible authorities including Mendip District Council and Devon and Somerset Trading Standards Service.

## 2. BAR OUTLETS

- 2.1 A list of all Personal Licence Holders will be provided to the Licensing Authority at least 30 days prior to the commencement of the event. See **Appendix B**.
- 2.2 The operating hours for each bar are available for inspection and will be on display in the Alcohol Compliance Team's office on-site.
- 2.3 GF2015 will communicate its requirements for the legal, safe and effective operation of the bars to the bar operators. This will take the form of a 'Bar Operators Licensing Manual'. Bar Operators will record their agreement with this manual by signing a 'Licensing Compliance Agreement'.

## 3. ALCOHOL MANAGEMENT STRUCTURE AND OPERATIONAL PLAN

- 3.1 Robert Richards will be the Designated Premises Supervisor (DPS) for the 2015 event. The DPS or nominated deputy shall be present on site throughout the event when alcohol is being supplied under the Premises Licence.
- 3.2 Details of the nominated deputy shall be provided to the Licensing Authority and Avon & Somerset Constabulary at least 30 days prior to the commencement of the event.
- 3.3 The deputy will in turn appoint and direct a team of suitably qualified and competent people to act as the Alcohol Compliance Team (ACT). They shall implement this alcohol management plan on-site. They will commission all bars in the first instance and then review performance daily and report to the deputy DPS accordingly.
- 3.4 Bars will not open until they are 'commissioned' – this process is shown in a flow-chart in **Appendix C**. The 'Bars Pre-Opening Checklist' must be completed satisfactorily and signed off by a member of the Alcohol Compliance Team before the bar can open. One copy will be held in the bar and one in the ACT office. They will be available for inspection.
- 3.5 An organisation chart showing the alcohol management structure is shown in **Appendix A**.

## 4. ALCOHOL POLICY

- 4.1 The following has been published on the Glastonbury Festival website to customers:  
"If you're bringing your own alcohol to the Festival, remember that amounts considered beyond reasonable personal use will be confiscated at the gate. All glass bottles will also be confiscated – you must decant all contents into plastic bottles before you come to site. Beer tents on site are run by the Event Bars and Catering (EBC) and Avalon Bars and Events. The prices are equivalent to London pub prices.

Please take care: drugs/alcohol cocktails can be lethal. Know your limits, and those of your friends. Drunk people can be very irksome! You'll all have a much better Festival if you avoid over-doing it.

If you are concerned that one of your friends requires assistance ask a steward or security personnel to point you towards the Medical Centre or Welfare Tent.

Don't drive under the influence of drink or drugs when leaving the Festival. For more information visit [www.brake.org.uk](http://www.brake.org.uk) "

## 5. PROTECTION OF CHILDREN FROM HARM

- 5.1 GF2015 will at all times observe the law and ensure that alcohol is not served to people who are under 18 years old.
- 5.2 To this end GF2015 will operate a Challenge 21 scheme whereby if a customer appears to be under 21 years of age, proof will be required that he/she is over 18. A register of refusals to sell alcohol will be kept at the bar.
- 5.3 GF2015 will produce Challenge 21 wristbands - these are supplied, free, to festival goers over 18 on production of proof of age documentation. This will be widely promoted and outlets for distribution will be site-wide.
- 5.4 The detail of the arrangements for preventing under-age drinking will be recorded in the 'Bar Operators' Licensing Manual'.
- 5.5 All staff will be made aware of their legal and social obligations, and of the need for proof of age prior to making a sale. Staff will be trained and must sign the relevant documentation to confirm their participation in and understanding of that training.
- 5.6 There will be no special promotions or irresponsible pricing at the event.

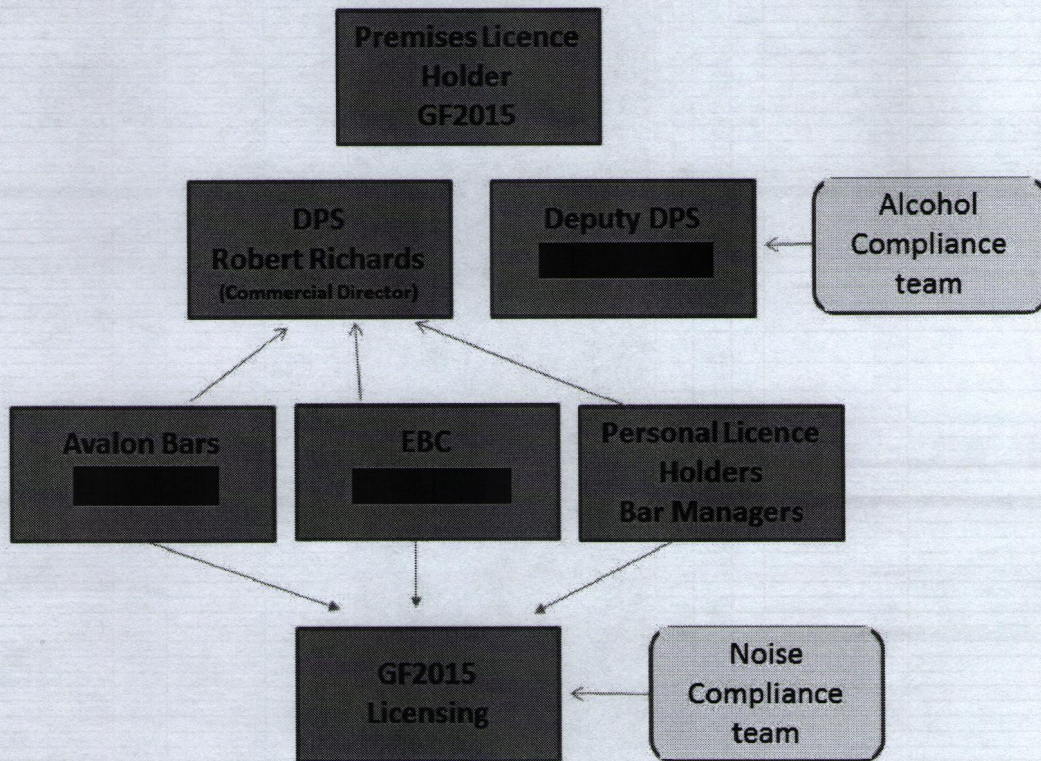
## 6. OTHER LICENSING DUTIES

- 6.1 GF2015 will ensure only competent and suitable operators are appointed to provide alcohol. The effectiveness of the bar operators' performance will be monitored by the DPS and the Alcohol Compliance Team.
- 6.2 The importance of effective training and skilled management has been stressed and communicated to all bar operators.
- 6.3 Comprehensive briefing material and ad-hoc assistance will be provided by GF2015 for the benefit of the bar operators especially with respect to licensing duties.

## 7. CREW BARS

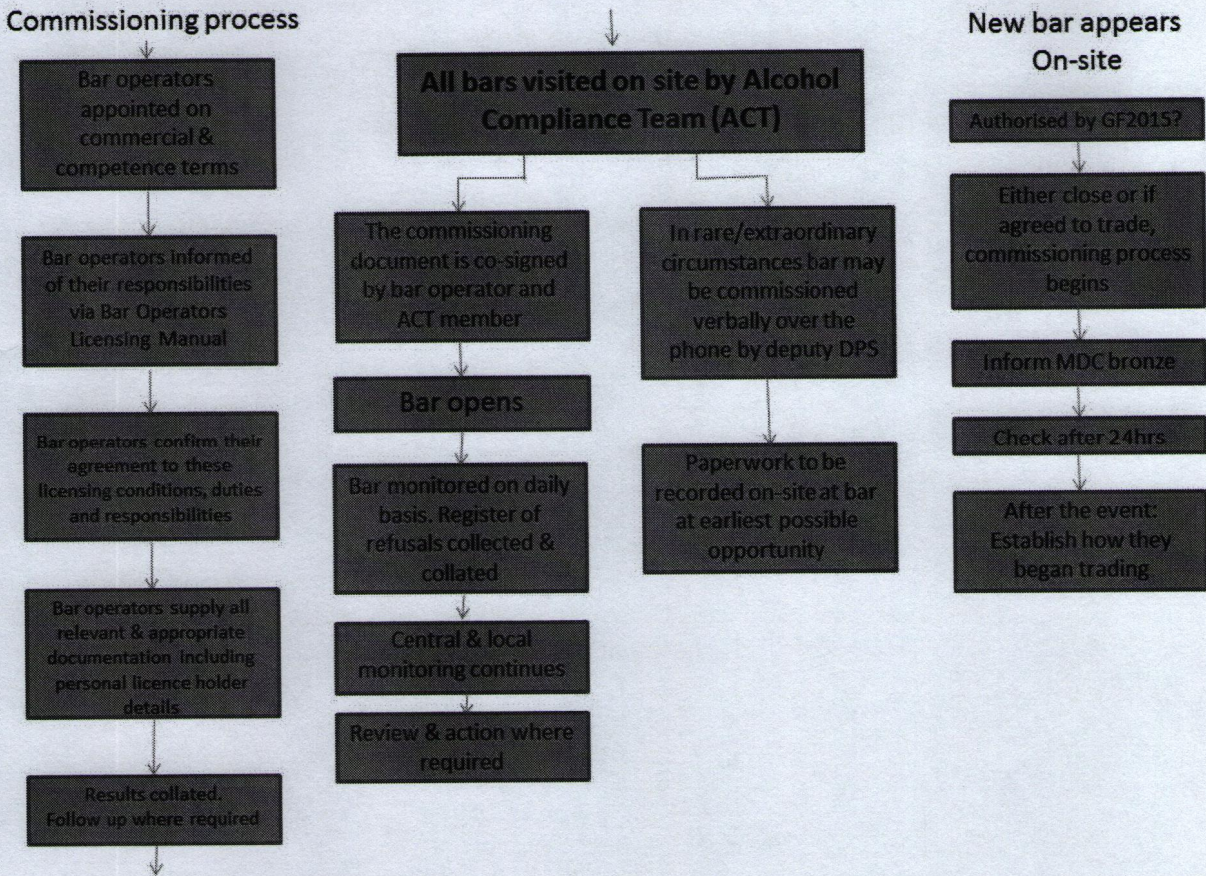
- 7.1 A small number of bars (to be agreed with the Licensing Authority) will be permitted to sell alcohol to crew during the build and breakdown of the site in order to encourage staff to stay on-site. They will be subject to the same licensing and commissioning regime as bars operating during the Festival.
- 7.2 Crew Bars only operate within the 'licensed period' specified in the license conditions.
- 7.3 Only crew / employees of GF2015 / employees of other companies involved in the set-up of the festival (or guests of either) will be permitted to purchase alcohol in this period.

APPENDIX A – ALCOHOL MANAGEMENT STRUCTURE





**APPENDIX C – FLOWCHART ILLUSTRATING COMMISSIONING PROCESS**



APPENDIX C - REDUCING BUDGETING COMMISSIONING PROCESS

