

Supplement to the agenda for

Licensing sub-committee

Wednesday 19 April 2023

10.30 am

Online Meeting

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Sanitation and Water Management Plan 2023	

Sanitation and Water Management Plan

How The Light Gets In Hay on Wye 26th May – 29th May 2023

Version	Dated	Notes
1.0	17/04/2023	Initial draft for review

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1. Introduction

We recognise our duty to ensure suitable and safe facilities of clean water and suitable sanitation for those attending or working at the event. This plan aims to address this.

2. Key aims of this plan:

This plan seeks to:

- Minimise impact to local residents
- Satisfy the Licensing Authority
- Confirm procedures for provision of drinking water, water for personal hygiene and cooking
- Confirm arrangement for the safe handling of waste water and waste from the event.
- Minimise likelihood of illness or pests

3. The location

The event takes place at the fields on the Riverside, located behind coop and the industrial units for which Dwr Cymru Welsh Water have given their permission for access routes. In addition there is camping and public car parking in the fields across the road.



4. Access – staff & contractors

Access to the site for staff & contractors is via the access road to Welsh Water site off Newport Street. This is not for public use except for prebooked “blue badge” holders.



Members of the public will enter the event site on foot via the coop car park

Track way will be laid around the site for safe vehicle access for sanitation maintenance.

5. Water Supply

Potable water supply will be provided for main locations as follows:

Main event site – from mains at Units 1 and 4, Glanwyne Business Park where the supply is due to be tested and Chlorinated on 16th May 2023.

Camping/Yurt site – from Mains at the farm where the supply is due to be tested and Chlorinated on 16th May 2023.

All water is piped mains using food grade piping to all required locations.

6. Waste Water

Waste water is disposed of via one of two methods, depending on the location:

Catering/kitchens – is drained into IBC containers on site and then moved by the site team daily to be dispensed into an authorised drain as agreed with the water authority. Fats/oils are separated at source in cooking and kept in separate containers for specific specialist disposal.

Showers & toilets – waste water from these is collected in the tanks located on each unit (all showers and toilets are temporary trailer type facilities brought onto site for the event). The contractor, Prestige Toilet Hire, attend site each day. Alongside cleaning toilets they also empty the waste water into their equipment and remove it offsite for disposal through their authorised facilities and procedures.

7. Waste (Rubbish)

Throughout the event, there are litter pickers operating on site to keep the site clean and, supported by the site team, they will empty onsite event bins into the designated waste area out of the public arena, in a staff only area.

On the public area there are recycling and waste bins. These are emptied into appropriate larger bins in the designated, covered, waste area for collection by our appointed licensed waste carrier contractor for suitable recycling and disposal.

8. Toilets

There will be on site a suitable number of flushing toilets as per the “Event purple guide” guidance for outdoor events based on expected numbers of attendees and staff. These are trailer based facilities, plus stand-alone disabled access facilities. A dedicated baby change area will also be provided with suitable waste bin for used nappies.

These will be installed and maintained by the appointed contractor who will clean and restock them throughout the event. All trailer based toilets will be water flush and running water provided, along with hand soap and paper towel, for hand washing after use of toilets.

The medical area will have a dedicated toilet for sole use of medical team for infection control.

9. Monitoring Process

The event health & safety advisor will be provided with the Chlorination certification prior to commencement of the event to confirm that this has been completed.

The event health & safety advisor will review the number of toilets based on expected attendance, the day prior to event opening to ensure they are suitable and will confirm this in their event log and pre-opening sign off.

The site manager and event health & safety advisor will monitor waste removal on site and ensure that waste is not permitted to build up on site in public areas.

The appointed waste management contractor will provide waste transfer documentation to the event manager at the end of the event for all waste removed from site.