



BARTON-LE-CLAY PARISH COUNCIL TERRORISM PREVENTION AND PREPAREDNESS POLICY

1. Introduction & Purpose

This policy sets out Barton-le-Clay Parish Council's commitment to ensuring public safety at council-managed events and premises. It aligns with the **Terrorism (Protection of Premises) Act**, commonly known as **Martyn's Law**, to ensure proportionate, effective preparedness against terrorism.

2. Scope

This policy applies to all public events and community gatherings that are **organised, funded, or directly managed** by the Parish Council. It also applies to third-party event organisers hiring Parish Council land or premises.

3. Tiered Compliance Under Martyn's Law

The council assesses its premises and events against the statutory tiers defined by Martyn's Law:

- **Standard Tier (Capacity 100–799):** Focuses on low-cost, common-sense activities including staff training, awareness, and basic preparedness plans.
- **Enhanced Tier (Capacity 800+):** Requires a comprehensive risk assessment, a detailed security plan, and dedicated security measures.

4. Council Responsibilities & Action Plan

To meet legal requirements and ensure public safety, the Parish Council will execute the following procedures:

PRE-EVENT PLANNING

- Determine capacity tier (Standard vs Enhanced)
- Complete terrorism risk assessment
- Mandate ACT Awareness training for event staff and volunteers
- Seek advice from the Police and Central Bedfordshire Councils Safety Advisory Group and work closely with both Authorities
- Keep up to date with official guidance to ensure compliance



ON-SITE PREPARATION

- Check communication lines and PA systems
- Clear evacuation routes and verify exits
- Brief all stewards on "Run, Hide, Tell"



DURING THE EVENT

- Monitor for suspicious behaviour or unattended bags
- Maintain dynamic risk awareness

4.1 Risk Assessment

- A **terrorism risk assessment** must be completed during the planning phase of every public event.
- The assessment will identify potential vulnerabilities of the venue and outline specific mitigation steps.

4.2 Training and Awareness

- All council staff, councillors, and volunteer event stewards are briefed on security awareness and procedures
- Staff will be trained to recognize suspicious behaviour and identify unattended items.

4.3 Incident Response Procedures

Emergency announcements will be made via the PA system.

Every event must have a documented emergency plan utilizing the **"Run, Hide, Tell"** principles:

- **Run:** Insist that the public and staff escape to a place of safety if there is a safe route.
- **Hide:** If escape is impossible, find cover behind substantial barriers and silence mobile phones.
- **Tell:** Call the police via **999** as soon as it is safe to do so.

4.4 First Aid and Trauma Kits

- The council will ensure that standard first aid provisions are available.
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5. Third-Party Event Hiring

- As appropriate, any external organization hiring Parish Council land or premises for public events must demonstrate compliance with Martyn's Law.
- Hiring agreements will require organizers to provide copies of their **terrorism risk assessment** prior to the event being approved.

6. Review and Governance

- This policy will be reviewed **annually** by the Full Council or following any significant updates to UK counter-terrorism legislation.
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