

Lincolnshire Police

Policy Document



Policing public events policy PD 197

Policy document information

Reference number:	PD 197
Policy sponsor:	ACC
Policy owner:	Head of Specialist Operations
Author:	Events planning Coordinator – Specialist Operations
Publication date:	May 2026
Review date:	May 2028

Version history

Version	Date	Reason for issue
4	May 2018	Review of Policy
5	May 2020	Biennial Review
6	February 2022	Biennial Review
7	April 2024	Biennial Review
8	May 2026	Biennial Review

Code of Ethics

All staff involved in carrying out functions under this policy and associated procedures and appendices will do so in accordance with the principles of the Code of Ethics. The aim of the Code of Ethics is to support each member of the policing profession to deliver the highest professional standards in their service to the public.

Legislative compliance

This document has been drafted to comply with the principles of the Human Rights Act. Proportionality has been identified as the key to Human Rights compliance, this means striking a fair balance between the rights of the staff and those of the rest of the community. There must be a reasonable relationship between the aim to be achieved and the means used.

Equality and Diversity issues have also been considered to ensure compliance with the Equality Act 2010 and meet our legal obligation in relation to the equality duty. In addition, Data Protection, Freedom of Information and Health and Safety Issues have been considered. Adherence to this policy or procedure will therefore ensure compliance with all relevant legislation and internal policies.

Other legislation/law which this policy has been drafted to comply with:

- [Human Rights Act 1998 \(in particular A.14 – Prohibition of discrimination\)](#)

- [Equality Act 2010](#)
- [Crime and Disorder Act 1998](#)
- [H&S legislation](#)
- [Data Protection Act 2018](#)
- [Freedom Of Information Act 2000](#)

Security classification

Policy to be published on Intranet: Yes

Policy to be published on Force Website: Yes

Authorised Professional Practice (APP)

This policy has been checked against APP and there is none in relation to the subject matter of this policy.

1. Policy aims (Purpose)

- 1.1. The intention of this document is to ensure that Lincolnshire Police provide an effective and measured response to Public Events on and off the Highway.
- 1.2. This Policy is in accordance with the College of Policing Operations Planning guidelines and cognisant of all literature published by the Home Office and Health and Safety Executive in relation to public events.

2. Policy statement (Key information)

2.1. General Principles

- 2.1.1. The core responsibility of the police service is to protect life and property. This policy is intended to provide an assessment framework which ensures Lincolnshire Police responds appropriately to pre-planned requests for service from the local community. It ensures that a sensible and measured

police response is planned and implemented and encourages other stakeholders to adopt a like approach.

2.1.2. The primary responsibility for the safety and security and security of persons attending an event lies with the organiser, the owners of the land on which it takes place and possibly the Local Authority if the event takes place on a road. However, other persons or agencies (including police) who undertake actions regarding public safety at an event may assume a duty of care, and therefore also become responsible.

2.1.3. The police will as far as reasonably practicable;

- Ensure a consistent police approach to all organised events staged in a public place and on any public highway throughout Lincolnshire.
- Encourage consultation, in order that public events can continue to take place by creating a robust process, between organisers, the Local Authority, Lincolnshire police and other agencies.
- Clarify the roles and responsibilities of the police.
- Ensure that all parties are aware of their responsibilities.

2.1.4. Through consistency of approach Lincolnshire Police will be able to effectively manage its resources and minimise expenditure whilst ensuring compliance with legislation and national policy.

2.2. Accountability and consistency

2.2.1. In order to ensure accountability and consistency a scoring matrix will be applied to all events, the responsibility for which will fall to staff within the Operational Planning Team.

2.2.2. In all cases where events are notified, an Event Notification Form will be completed by the person who has been notified and forwarded to Event Planning at HQ. Operational Planning will then carry out an assessment of the event using the Event Assessment Matrix.

- 2.2.3. The result of this assessment will then inform the level of police involvement in the event which is based upon threat and risk factors encompassing potential for public disorder and crime and also the potential risk to public safety.
- 2.2.4. Any event which is categorised as a Medium Risk or higher will be planned within the Operational Planning department and may be subject to a Public Order/Public Safety command structure.
- 2.2.5. A Low Risk event may be dealt with by district staff, however this will always be subject to dynamic assessment – the advice of the Operational Planning team should always be sought if required.
- 2.2.6. The overall process will be overseen by an occupational and operational Silver Public Order Commander or the Specialist Operations Inspector.
- 2.2.7. Neighbourhood Policing Teams are encouraged to maintain close links with all their communities. This will include, where appropriate and ratified through the matrix assessment procedure, their involvement in event Safety Advisory Groups.
- 2.2.8. Lincolnshire Police actively participates in various Safety Advisory Groups (SAGs) with representatives at officer level from the Fire Service, Ambulance Service, Highways Authority and Police: these should ideally be chaired by the Local Authority. It is considered best practice to invite the event organiser to SAG meetings. Thereby, both organiser and SAG members gain a clear understanding of intention, issues, authorities and processes.
- 2.2.9. The SAG will act as the first point of reference for all those who are intending to organise a public event, on or off the highway. It will provide advice and guidance regarding the specific areas of responsibility for both the organisers and the other agencies involved and also refer to aspects of best practice for the information of the organisers.

3. Other related documents and appendices

- 3.1. Appendices.

- Appendix A – Event Planning Process Flowchart
- Appendix B – NPCC Guidance on Public Safety
- Appendix C – Event Planning Assessment Form
- Appendix D – Event Assessment Matrix
- Appendix E – Event Categorisation

4. Monitoring and review

- 4.1 This policy will be reviewed and monitored by the Operations & Contingencies Planning Supervisor within the Specialist Operations Department.

5. Who to contact about this policy

- 5.1. This policy is owned by Head of Specialist Operations. Any enquires about this policy should be directed to Operations & Contingencies Planning Supervisor 07973846556

