Counter Terrorism Protective Security Advice for events taking place in Venues and Public Spaces (VaPS)

Dear Event Organiser,

The threat from terrorism is real and increasingly unpredictable, with publicly available spaces and crowded areas being an attractive target for a terrorist.

From a Counter Terrorism perspective, the UK National threat level from terrorism is '**Substantial**'[1] (at the time of reporting) and this means that an attack on the UK mainland is likely.

The current national response level to '**Substantial**' is '**HEIGHTENED**.' This response level states, '*Additional and sustained protective security measures reflecting the broad nature of the threat combined with specific business and geographic vulnerabilities and judgements on acceptable risk*.'

We would like you to consider what '*you*' can do to reduce your risk and mitigate against the impact of such an attack. Having effective planning in place can greatly reduce the likelihood of an attack.

You may be familiar with putting together a plan for your event and will know how to address many of the requirements around safety, but you may not be so familiar with security issues and terrorism in particular.

The following advice is intended to be a guide for events planners and organisers to mitigate the impact of a terrorist attack at their location, its contents, the people using it and the adjacent public areas. By its nature, the purpose, form, and location of any attack is difficult to predict, and the information provided is based on the current level of risk as assessed by Counter Terrorism Policing.

This is not an exhaustive list and at the end of this document we have signposted you to websites where more information can be obtained.

We would encourage you to produce a security plan addressing the terrorism threat which should take account of attack methodology and your vulnerabilities. Key issues for inclusions would be:

[Understanding the threat](#) facing us is key to ensuring protective security measures and mitigations are proportionate, effective, and responsive.

1) **Increase Staff / Volunteers CT Awareness by:**
   - Completing [ACT Awareness E-Learning](#)
   - Completing [SCaN for All Staff E-Learning](#)
   - Sharing the [Action Cards](#) to staff and volunteers prior to the event

Further Training to consider which can be provided by your local CTSA:

   - [Action Counter Terrorism (ACT) Suite of Products](#)
   - [See, Check and Notify (SCaN) Suite of Products](#)

2) We recommend you consider a **risk assessment** for the event to address the terrorism threat. A template for such an assessment can be found here: [ProtectUK Risk Management Guidance | ProtectUK](#)

A template for risk identification can be found here: [Risk Identification Template](#)

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[1] [Threat levels | ProtectUK](#)

A further Risk Assessment template can be found here: Risk Assessment Template and an example of a completed risk assessment: Terrorism risk assessment – small local festival.pdf

3) Following the risk assessment, evaluate if it is necessary to **employ a guard force** as part of your security plan. It's important all staff with security responsibilities understand their roles and are properly tasked, trained and participate in regular exercising. Regular briefings should include Standard Operating Procedures (SOP) and a clear explanation of lines of command and emergency procedures.

Please refer to the guidance on Personnel security training and good practice, Security Contractor Guidance for Events and Optimising People in Security for further information.

4) Develop Counter Terrorism Response Plans

It is important to establish effective incident response plans and procedures to ensure everyone knows what to do in the event of a terrorist incident, how to look after those at your location, surrounding facilities and how to help reduce the overall impact of any incident.

The ProtectUK website provides free advice and guidance on how to develop these plans. Visit the supported guidance below to learn how to keep people safe when an incident is taking place and how you are going to communicate it.

- Suspicious Items - Unattended and suspicious items | ProtectUK / Improvised Explosive Devices (IEDs) | ProtectUK

- Suspicious Activity (Individuals and vehicles) Hostile reconnaissance | ProtectUK/ Suspicious Activity Reporting Form

- Evacuation, invacuation, lockdown, protected spaces | ProtectUK

- Marauding Terrorist Attack (MTA): RUN HIDE TELL | ProtectUK

- Bomb threats | ProtectUK

- Fire as a Weapon Guidance | NPSA

- Vehicle as a Weapon Hostile Vehicle Mitigation (HVM) | ProtectUK/ Considerations for Temporary Vehicle Security Barriers | NPSA

Please note: any vehicle mitigation/obstructions should be spaced 1.2 metres apart, but this will serve as a deterrent only unless it is tested to the required security standard, therefore please ensure this is documented in your risk assessment.

- Chemical, Biological and Radiological (CBR) attacks | ProtectUK & REMOVE. REMOVE. REMOVE: Guidance

5) Adopt Crime Prevention Principles. Effective mitigation against crime and terrorism does not need to be costly. This easy-to-understand toolkit outlines a number of effective and sustainable measures across a variety of areas that your business or event can take to deter both criminals and terrorists. Taking steps to counter terrorism can also help manage other concerns, such as theft, and improve general safety at your site/event.

Visit the Crime Prevention Toolkit for further information.

6) Before the event, how will you advertise it, be careful not to give too much information out that might assist a terrorist in the attack planning phase. **Consider utilising Security Minded & Online Deterrence Communications** within your advertising and during the event.

There are free vigilance and communication campaigns available within toolkits on the ProtectUK platform and via the NPSA for you to adapt and use. These will encourage people to stay alert and keep each other safe and raise the security awareness for all. They are a powerful way of using communications to enhance your approach to safety and security.

Visit [ProtectUK Digital Toolkit](#) for useful social media assets and for information on the [Summer Campaign](#), [#BeSafeBeSound Campaign](#) and [Winter Campaign.](#)

Further guidance can be accessed via [Communication | ProtectUK](#) & [Security-Minded & Communications guidance | NPSA](#)

7) Have you considered an **Incident Communication Plan**. Key to managing any incident, are your communication channels 'fit for purpose? It is not just about how you communicate with your staff but also the public.

Working in partnership with the Chartered Institute of Public Relations, NPSA have produced specific counter terrorism crisis communications guidance to help organisations develop an effective communications plan. [Crisis management for terrorist related events.](#)

8) Ensure your staff have **First Aid Training/[Awareness](#)** and have sufficient [First Aid provisions](#) available and distributed across the site. Consider Public Access Trauma Kits (PAcT). [PAcT First aid kits | ProtectUK](#)

9) Make yourself familiar with The Purple Guide. Within the Guide is a section on keeping events safe and less attractive to terrorists. [The Purple Guide - Counter Terrorism Chapter | ProtectUK](#)

10) Further information to protect your event from terrorism can be found here:
- [National Protective Security Authority | NPSA](#)
- [ProtectUK | Home](#)
- [Public Premises and Events Guidance for Managers Responsible for Security | Public Premises & Events | NPSA](#)
- [Venues and Public Spaces (VaPS) Guidance | ProtectUK](#)
- [Keeping everyone safe at events | ProtectUK](#)
- [Martyn's Law | ProtectUK](#)
- [Action Counters Terrorism (ACT): Report suspicious activity | ProtectUK](#)

For further advice please contact:

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