Dear Event Organiser,

City of York Council, North Yorkshire Police and Counter Terrorism Policing North East are working together to provide event organisers with advice and support on how to counter the threat of terrorism when planning an event.

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 '**Severe'** and this means that an attack on the UK mainland is **Highley Likely**.

The current national response level to **'Severe'** 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.

Here are some of the things we would like you to consider when putting your plan together, 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.

Security Planning

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:

1. Before the event, how will you advertise it, be careful not to give too much information out that might assist a terrorist in planning an attack. Consider what can be included to deter this, we call this deterrence communications.
   - Security-Minded Communications guidance | NPSA

2. Your site itself, starting from the approach, the perimeter to inside where the event is taking place. What is the risk and what can you do to mitigate against it?
   - Protecting Your Assets | NPSA

3. Communications. Key to managing any incident, are yours 'fit for purpose? It is not just about how you communicate with your staff but also the public.
   - Communication | ProtectUK

4. Staff training for both paid and volunteers. There is some excellent free online training to raise awareness and to empower your staff. To register for online training go to:
   - ACT E-learn - ct.highfieldelearning.com/
   - SCaN E-learn - scan.highfieldelearning.com

5. Ensure your staff have First Aid Training and have sufficient First Aid Kits available and distributed across the site. Consider Public Access Trauma Kits (PAcT) and Emergency Grab Bags (EGB), also referred to as crisis response kits.
   - PAcT First aid kits | ProtectUK
   - Crisis response kit checklist | ProtectUK

   City of York Council have PaCT kits and EGBs strategically distributed across the city centre. Do check with the Local Authority where they are placed for your awareness

6. Make yourself familiar with The Purple Guide. Within the Guide is a section on keeping events safe and less attractive to terrorists.
   - Purple Guide for the Events industry | ProtectUK

Incident Management

City of York Council and North Yorkshire Council Safety Advisory Group strongly recommend planning for a terrorist incident and may ask you for details of your security plan when considering your application. Examples of how to complete such a plan can be found here:

- Incident Management | NPSA

Risk Assessment

We recommend you consider a risk assessment for the event to address the terrorism threat. Advice around this process can be found here:

- Risk Assessment Process | ProtectUK
- Risk Management Process | ProtectUK

A template for such an assessment and an example of a completed risk assessment can be found here:

- Risk assessment template.pdf
- Terrorism risk assessment – small local festival.pdf (protectuk.police.uk)

Further information

We would encourage you and your colleagues to register on the ProtectUK website which will give you direct alerts around threats, advice and latest guidance.

Further information to protect your event from terrorism can be found here:

- National Protective Security Authority | NPSA

Martyn's Law

The Terrorism (Protection of Premises) Act also known as Martyn's Law received Royal Assent on Thursday 3 April 2025.

The Government intends for there to be an implementation period of at least 24 months before the Act comes into force. This period will enable those responsible for premises and events to have sufficient time to understand their new obligations, and to plan and prepare accordingly.

We recommend that you consult the advice at this link and as an event organiser you understand your obligations under the Act.

- Martyn's Law | ProtectUK

Threat Level

We also advise that you keep abreast of counter terrorism threats and incidents both locally, regionally and nationally and remind you of the need to review, refresh and test your event management plans specifically after an attack or if there is a change in the national terrorism threat levels.

The National Stakeholder Menu of Tactical Options can support you to plan for an increased threat and suggest actions you can take to enhance security.

- National Stakeholder Menu of Tactical Options | ProtectUK

We must make it as difficult as possible for the terrorist to operate on the ground.

Many thanks for your cooperation and support.