

Merton Council

**Application for a premises licence to be granted  
under the Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We We Are The Fair Ltd

*(Insert name(s) of applicant)*

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

**Part 1 – Premises Details**

Postal address of premises or, if none, ordnance survey map reference or description Morden Park London Road Morden			
Post town	London	Postcode	SM4 5QU
Telephone number at premises (if any)		N/A	
Non-domestic rateable value of premises			

**Part 2 - Applicant Details**

Please state whether you are applying for a premises licence as

Please tick as appropriate

- |   |                                     |                             |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals *               | <input type="checkbox"/>            | please complete section (A) |
| b) a person other than an individual *          |                                     |                             |
| i. as a limited company                         | <input checked="" type="checkbox"/> | please complete section (B) |
| ii. as a partnership                            | <input type="checkbox"/>            | please complete section (B) |
| iii. as an unincorporated association or        | <input type="checkbox"/>            | please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/>            | please complete section (B) |

- c) a recognised club ☐ please complete section (B)
- d) a charity ☐ please complete section (B)
- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a  
 statutory function or ☐  
 a function discharged by virtue of Her Majesty's prerogative ☐

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/>	Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name We Are The Fair Ltd
Address Smith Cooper 158 Edmund Street Birmingham B3 2HB
Registered number (where applicable) 09327525
Description of applicant (for example, partnership, company, unincorporated association etc.) Private Limited Company
Telephone number (if any) 020 8981 8807 / 07446 876496
E-mail address (optional) rob@wearethefair.com

### Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
0	5	0	8	2	0	1	7

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD		MM		YYYY			
0	5	0	8	2	0	1	7

Please give a general description of the premises (please read guidance note 1)

Morden Park is a 50 hectare public park and Site of Borough Importance for Nature Conservation, Grade 1, in the district of Morden Park in the London Borough of Merton. An area of 28 hectares is also a Local Nature Reserve. It is owned and managed by Merton Council. The site includes the Morden Park mound, a Scheduled Ancient Monument, and Pyl Brook runs through the park.

This Premises Licence application is to cover the defined area within the park that is indicated on the attached plan.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

19,999

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any that apply

- a) plays (if ticking yes, fill in box A) ☐
- b) films (if ticking yes, fill in box B) ☒
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☐
- e) live music (if ticking yes, fill in box E) ☒
- f) recorded music (if ticking yes, fill in box F) ☒
- g) performances of dance (if ticking yes, fill in box G) ☒
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) ☒



**Provision of late night refreshment** (if ticking yes, fill in box I) ☐

**Supply of alcohol** (if ticking yes, fill in box J) ☒

In all cases complete boxes K, L and M

**A**

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon					
Tue					
Wed					
Thur			<b>State any seasonal variations for performing plays</b> (please read guidance note 4)		
Fri					
Sat					
Sun					
			<b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		

## B

<b>Films</b> Standard days and timings (please read guidance note 6)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) Films may be shown as stand alone entertainment or as a back ground to wider entertainment.		
Mon					
Tue					
Wed					
Thur			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 4)		
Fri					
Sat	11:00	23:00	<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Sun					

C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b><u>Please give further details</u></b> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 4)
Wed			
Thur			<b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)
Fri			
Sat			
Sun			

# D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon					
Tue			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 4)		
Wed			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Thur					
Fri					
Sat					
Sun					

# E

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) Live performances by artists as part of the festival's entertainment program	
Mon				
Tue				
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)	
Thur				
Fri				
Sat	11:00	23:00	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 5)	
Sun				

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) Recorded music played by DJs and as back ground music		
Mon					
Tue					
Wed			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 4)		
Thur					
Fri					
Sat	11:00	23:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Sun					

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of dance take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) Musical performances may be accompanied by dance		
Mon					
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 4)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Sat	11:00	23:00			
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing MC, compere and the like		
Day	Start	Finish	<b>Will this entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue			<b>Please give further details here</b> (please read guidance note 3) MC, compere and the like		
Wed					
Thur			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 4)		
Fri					
Sat	11:00	23:00	<b>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Sun					



# I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon					
Tue					
Wed			<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 4)		
Thur					
Fri					
Sat			<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 5)		
Sun					

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat	11:00	22:30			
Sun			<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:**

Name	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 8).

NONE – The event is 18+ ticketed, music festival. Children will not be permitted access to the festival site. The event will operate a “No ID, No Entry” Policy. No activities taking place during the festival are deemed inappropriate for children.

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)
Day	Start	Finish	<b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 5)
Mon			
Tue			
Wed			
Thur			
Fri			
Sat	11:00	23:00	
Sun			

**M** Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)**

1. This application is for a music festival called Eastern Electrics.
2. The maximum licensed capacity for this event will be 19999 inclusive of all persons on site (staff, contractors, attendees, artists and guests). customers.
3. The proposed event is a one-day, daytime music festival.
4. The event will be ticketed and open to over 18's only.
5. The event will operate a 'No ID, No Entry' policy.
6. The following forms of ID will be deemed acceptable: UK photo Driving Licence, Passport, Prove-It cards bearing the PASS hologram.
7. Signage will be displayed at the entrance informing attendees of this policy.
8. Security staff and stewards will be present on site to ensure the safety of persons present and to help prevent crime and disorder.
9. All structures and stage areas will be erected and maintained by professional contractors who will ensure that all structures are in accordance with the relevant British Safety Standards.
10. There will be no amplified music or other entertainment after 23:00 (Saturday).
11. Alcohol will only be served on site to adults - under 18's will not be permitted to enter (no ID, no entry).
12. A Challenge 25 Policy will be in operation at all bars.
13. Security staff and bar staff will monitor alcohol consumption to prevent drunken behaviour.
14. The Premises Licence Holder (PLH) shall ensure that each bar or outlet serving alcohol shall keep a written record of all staff employed who are authorised to sell alcohol. This register shall be kept at the premises and made available upon request to Police and Local Authority Licensing Officers.
15. The PLH shall ensure that each bar or outlet keeps a written incident log. This log shall be made available upon request to Police and Local Authority Licensing Officers.
16. The PLH shall ensure that each bar or outlet keeps a written record of refused sales. This record shall be made available upon request to Police and Local Authority Licensing Officers.
17. An event and site specific Event Management Plan will be developed and shared with the Licensing Authority and Safety Advisory Group.
18. The Event Management Plan will be a "living" document that outlines the management structure, roles and responsibilities, organization, control, monitoring and review mechanisms as identified by the event specific Risk Assessment.
19. The Event Management Plan will be signed off by the Safety Advisory Group in advance of the event.
20. The co-ordination and implementation of all safety procedures should be the duty of the event SAFETY OFFICER (who shall be a competent person working in the field of health and safety) who is conversant with health and safety law, regulations and approved codes of practice.

21. The PLH, HEAD OF SECURITY, and SAFETY OFFICER should make themselves fully conversant with the guidance set out in the current Health and Safety Commission "EVENT SAFETY GUIDE ". hsg 195
22. The PLH shall take all reasonable steps to ensure that people with disabilities are catered for and will assist with access and facility requirements.
23. To ensure security and integrity of the site a level of search as pre-agreed with the relevant authorities prior to the event shall be instigated.
24. Pedestrian flow rates and queues shall be monitored throughout ingress to establish attendance.
25. The event organisers shall have a means of counting in the people entering the event site to ensure that they are able to provide on request, the number of people on site at any point in time to authorised officers.
26. Locked amnesty bins shall be provided for the disposal of alcohol and other waste.
27. Staff will not permit illegal substances (whether known or unknown) into the venue. These drugs will be confiscated where possible.
28. Staff are to look out for signs of illegal substance use or illegal substance dealing. The HEAD OF SECURITY and the event management shall be informed through the Event Control.
29. Information about potential delays or interruptions will be relayed to the attendees as soon as they are known and it is possible to do so.
30. Eastern Electrics is a house & techno focused festival and has in the past included acts such as Jamie Jones, Skream, Soul Clap, Richie Hawtin, Hot Since 82, Seth Troxler, Martinez Brothers, Eats Everything, Groove Amada, Steve Lawler & Matthias Tanzmann. Whilst the promoter is still confirming talent for 2017, the event programme will not differ largely from previous years, and the previous talent listed is representative of the associated demographic which will be drawn to the 2017 event.
31. A Two-way radio system will be used on site for communication between staff, event organisers, security, the production team and Event Control. Each department will have their own radio channel for undisturbed communications. Event Control will hold one radio per channel so as to be aware of any incidents as they occur. All Departmental supervisors will be briefed that all emergencies requiring medical, fire or security response should be radio'd in to Event Control who will then set all Emergency Procedures into action.

**b) The prevention of crime and disorder**

1. A reputable and experienced SIA-accredited security and stewarding company will be appointed to ensure public safety and to prevent crime and disorder.
2. A specific Crowd Management Plan will be drawn up and implemented. The Crowd Management Plan will be signed off by the Safety Advisory Group in advance of the event.
3. The Event Organiser will consult with the Local Police Authority from the early stages of event planning to ensure a robust and compliant plan is produced that promotes the four licensing objectives from a police perspective and utilises the local police knowledge of the event area.
4. All attendees to the event will be subject to search. The search will operate a 3 stage process: Passive Drug Detection Dog, Wand Metal Detector, Visual & Physical Search (hands on).
5. Searches will only be carried out by SIA Registered staff of the same sex.
6. Passive Drug Detection Dogs will carry out a sweep of the event site following completion of the event build up but prior to the event opening to the public.
7. The catering, merchandise stalls and customer lockers will be searched prior to the event opening to the public.
8. A Drug Policy will be drawn up and agreed with Police prior to implementation. This will include NPS (New Psychoactive Substances) and No2/Nox/Nos.
9. Any weapons seized will be confiscated and the Police will be notified immediately. Where possible, the culprit will be detained until Police arrive.
10. Entry to the event will be refused to any person who is intoxicated or under the influence of drugs.
11. SIA Registered staff shall display their SIA badges at all times whilst conducting searches.
12. A written register of all security staff employed at the event will be kept on site. The register will contain the names, DOB, address and SIA badge number of each member of security staff. The register will be made available to Police and Local Authority Licensing Officers on request.
13. An Alcohol Management Plan will be drawn up, agreed with the authorities and implemented by the DPS
14. Alcohol sales will be approved by the Designated Premises Supervisor.
15. A Challenge 25 policy will be implemented at all bars. Clear signage will be present at all points of sale informing customers of this policy.
16. Attendees to the event will not be permitted to leave the event with any drinks.
17. All alcohol consumption will be monitored by bar staff and SIA security staff.



18. The Personal licence Holder (PLH) shall ensure that nobody under the age of 18 years of age is employed to sell alcohol.
19. The Designated Premises Supervisor (DPS) shall ensure that all staff are instructed about the acceptable forms of identification (ID) for proof of age and are fully aware of the Challenge 25 scheme.
20. The Designated Premises Supervisor (DPS) shall close any third party structure serving alcohol if required due to any serious breach of the licensing objectives or if so requested by any licensing official.
21. Each bar on site shall have a dedicated bar manager or supervisor and team who shall be conversant with the requirements and responsibilities for the sale of alcohol and shall be given written designation of their responsibilities.
22. The dedicated bar manager or supervisor for each bar shall directly instruct, monitor and support their staff in ensuring the requirements of the Licensing Act 2003 are adhered to at all times.
23. The dedicated bar managers shall brief all their staff before each event. A written record of this briefing shall be kept on site.
24. All drinks shall be sold in either PET containers or decanted into polycarbonate vessels. No glass will be permitted into the public festival arena. Glass bottles will be retained behind bars for disposal.
25. When a crime or other incident requiring police attendance is reported to or discovered by a security operative, they shall obtain as much detail as possible with particular importance being placed on identifying victims, suspects, witnesses and scenes of crime.
26. Senior members of the Event Management Team will have attended both Project Griffin and Project Argus courses prior to the event taking place (April 2017)

**c) Public safety**

1. The event site will fully accord with HSE guidance and public safety is paramount.
2. The event site will also accord with Fire Safety measures.
3. Security and stewards will ensure that emergency vehicle access to the site is maintained at all times.
4. Security and stewards will also ensure that emergency exits from the site are kept clear at all times.
5. Security and stewards will be on duty from the beginning of the site build until the completion of the site breakdown (24hr per day). Numbers and positions will be agreed with members of the Safety Advisory Group.
6. An event and site specific Event Management Plan will be developed and shared with the Licensing Authority and Safety Advisory Group. The Event Management Plan will be a "living" document that outlines the management structure, roles and responsibilities, organization, control, monitoring and review mechanisms as identified by the event specific Risk Assessment.
7. The SAFETY OFFICER will conduct a site inspection prior to opening on both days.

8. A Traffic Management plan will be developed and agreed with Highways and other members of the Safety Advisory Group. This plan will be signed off by the SAG in advance of the event.
9. The Traffic Management plan will contain details around vehicular and pedestrian ingress and egress and will address areas such as parking, taxi drop off/collection, road crossings, PATO marshals, flow rates and the like.
10. The SAFETY OFFICER will have absolute power of veto where they are not satisfied with any measures proposed to ensure public safety.
11. No drinks promotions i.e. 2 for the price of one.
12. All bars shall be fitted with fire extinguishers, employees are only to operate the extinguisher if they consider that it is safe to do so and have been trained.
13. No flammable materials shall be stored in the bars.
14. The PLH shall carry out a suitable and sufficient risk assessment as well as use the Health and Safety Executive (HSE) "purple guide" on outdoor events to determine the level of first aid provision for the event, such that there is no undue demand on National Health Service resources.
15. The PLH shall have in place suitable and sufficient first aid provisions available from build up to breakdown of the site.
16. It shall be the duty of the PLH to ensure that all those providing medical care on site are registered with their respective professional bodies and or organisation and that this registration is current for the duration of their presence at the event site.
17. Medical response teams shall patrol the event site and respond to incidents reported via Event Control
18. Tented structure(s) shall be provided for the treatment of visitors to the event, these shall also be provided with suitable lighting, drinking water, tables and chairs. It must be such that privacy and decency can be guaranteed whilst attending to the patient.
19. A record shall be made and kept of each visitor to the first aid tent and anybody that receives first aid on site. These records shall be retained by the PLH for at least 7 years.
20. It shall be the responsibility of the PLH to ensure that all such incidents that is classified as reportable under RIDDOR 2013 are duly reported to the HSE within the reporting time stipulated in the regulations.
21. All medical provision planning shall take into consideration the likelihood of a major incident and shall delegate powers to the statutory identified body for such major incident e.g. the Police and the London Ambulance Service.
22. RVP's shall be agreed with the first aid providers and identified on any site plan(s) before the event. Should these change in any way or form, the facts should be made known to the first aid providers, HEAD OF SECURITY, SAFETY OFFICER and the plan(s) amended accordingly.
23. Stage/Tents/Temporary Demountable Structures - All built structures shall have a completion certificate issued by a competent person from the supplying company and provided to the SAFETY OFFICER. All tents shall be supplied with the appropriate fire retardancy certificate.
24. There shall be sufficient separation between structures to prevent fire spread.
25. All items of plant and machinery are to be parked in a secure area when not in use with regular patrols by security staff.



26. All EMERGENCY EXITS, TOILETS AND FIRST AID POSTS shall be clearly indicated, such that it is visible from all parts of the licensed area.
27. Pit Barriers - these shall have a rating of at least 5kN/M2 and shall be used in areas of high crowd density such as front of stage, and around structures in close proximity to the stage.
28. All temporary electrical supplies, including all generators, distribution cabling and end connection for the arena shall be installed by specialised contractors in accordance to BS7909, fitted with RDC or RCBO protection where necessary and suitably earthed in accordance with the site plan and power specifications.
29. No petrol generator is allowed on site.
30. All electrical contractors working on site shall ensure that all works undertaken are in accordance with BS7671:2008 and the Electricity at Work Regulations 1989.
31. All portable electrical equipment and temporary installations associated with all work shall be protected by a Residual Current Device (RCD) and suitably earthed.
32. All temporary electrical works must have an appropriate electrical sign off certificate issued at the time of works to the SAFETY OFFICER and be available for inspection if required by authorised officers.
33. The SAFETY OFFICER and SITE MANAGER shall ensure that adequate and appropriate measures are taken to guard against live and overhead cables and services laid underground.
34. In the unlikely event that the show has to stop, which may be temporary whilst a problem is resolved or the first step in an evacuation of the site either due to crowd related issues, or structural collapse, off site events, extreme weather conditions or at the direction of the Metropolitan Police, Fire Brigade or the EVENT DIRECTOR, SAFETY OFFICER or EVENT CONTROL the PLH shall ensure procedures are in place that are familiar to all key role players and rehearsed such that all concerned know what their role is in any scenario and that the plans can be effected immediately.
35. There must be a clear framework of information flow procedure to enable the right people to receive the correct information.
36. In the event of an emergency the PA system will be used to broadcast announcements. In the event of either the PA system or the power supply failing, there will be loud hailers available on each stage.
37. The wording for the show stop and the procedure must be agreed with the police and fire brigade before the event.
38. EVENT CONTROL ROOM - This area shall be provided with key documentation e.g. current site plans, key contact details, alerting cascades, A&E telephone numbers for the 2 designated hospitals, message pads, log sheets, suitable and adequate means of communication including both mobile phone and radio.
39. The contact details of all key players shall be provided to all authorised council workers at least two weeks before the event.
40. The local authority shall be informed of the intended use of pyrotechnics in advance. This shall be in form of written notification and should contain details of quantity, effect type, drawing or set plans showing the positions of

- each effect.
41. The company providing the display shall also complete a risk assessment, complete the HSG123 and notify the Civil Aviation Authority (proof of this required).
  42. A demonstration may be requested for any unfamiliar effects or if there are any concerns.
  43. All concession caterers shall be provided with suitable fire fighting equipment, suitable hand washing facilities and sanitary facilities for staff.
  44. A supply of drinking water shall be available at all times whilst the venue is open to the public.
  45. No glass shall be allowed within the public licensed area, glass shall not be sold at any concession outlet or bar. Any trader found selling glass containers shall be asked to remove them from sale or face closure.
  46. All grey waste water toilet effluent shall be the responsibility of the event organiser and arrangement shall be sought to ensure the correct transfer and disposal away from the site.
  47. All bars shall be provided with sufficient lighting, and fire fighting equipment, as well as sanitary and hand washing facilities for staff.
  48. The event site shall be cleared of all vehicles at least 30 minutes before the public are allowed on site and 30 minutes after the site is cleared of all visitors.
  49. Should it become absolutely necessary for a vehicle to move or be moved either for emergency or serious public health hazards, the SAFETY OFFICER shall liaise with parks officers and the vehicle shall be escorted at all times on to, or off the site and going at speed of not more than 5 mph.
  50. LPG cylinders - These shall only be used by the concessions and managed on a basis of one cylinder in use per appliance plus one spare. All other cylinders shall be stored in agreed cylinder store at strategic points on site. The SAFETY OFFICER shall ensure that the stores are clearly marked on the site plans in the Event Control Room and that they are monitored at all times for correct use. The store shall be clearly signed with flammable gas and no smoking signs. Suitable and sufficient fire fighting equipment shall be sited nearby.
  51. All gas installations shall have current Gas Safe compliance certificates copies of which shall be provided to the SAFETY OFFICER and shall be produced on request by authorised officers.
  52. There shall be adequate fire separation between units of approximately 2.5m.
  53. Regular patrols by security are to be undertaken to ensure that all emergency exits and escape routes are kept free of obstructions.
  54. Routes for fire appliances shall have a road width of not less than 3.7m clear and at gates of not less than 3.1m and clear height of not less than 3.7m.
  55. The appropriate type and number of fire fighting equipment shall be provided throughout the site. Locations and numbers will be specified in the Event Management Plan.
  56. Suitable and sufficient lighting shall be provided to the event site especially as it is getting dark such that all health and safety information and notice signage are be easily seen and read and at the close of the event to enable visitors to leave the site safely.

57. The PLH shall have in place an arrangement (contract) with a reputable waste management company to manage the event site for the duration of the event.
58. The PLH shall ensure that sufficient, suitable and adequate purpose built refuse receptacles are provided to the site to facilitate the cleaning of the site.
59. The PLH shall ensure that cleaning teams are deployed where necessary, prior to, during and after the event, both within the event site, the wider Park and in neighbouring streets and roads.
60. The PLH is to ensure that all areas are left litter free and completed at the end of the event and after breakdown.
61. Placement of the bins in their designated positions for the duration of the event will be completed by the day before the commencement of the event.
62. The PLH shall ensure that waste management operatives litter pick and remove all waste as infrastructures are removed and ensure that all waste equipment, are removed from site and handed back to the council.
63. All food catering concessions are required to provide the following documentation before being granted permission to trade at the Event: Gas Safe Certificates, Insurances, RA/MS, Electrical Inspection Reports, PAT Certificates, Staff Training Records, COSHH Records, SFBH/HACCP Records
64. All Food caterers are required to display notices which outline allergen information about their menu.

d) The prevention of public nuisance

1. The proposed live and recorded music will only operate between the hours of 11:00 – 23:00 (Saturday).
2. A qualified and suitably experienced Noise Management Consultancy will be appointed to produce a Noise Management Plan and provide representatives on site during the live hours of the event.
3. The Noise Management Plan will be developed in advance with Local Environmental Health Noise Pollution Officers and target dB levels for offsite receptor points will be agreed.
4. The Premises Licence Holder shall employ a minimum of 2 noise consultants to control all amplified music within the event. The consultants must contact the Noise Department prior to the event to agree an acceptable level for the duration of the event.
5. Noisy construction works audible beyond the site boundary shall only be undertaken between the hours of 08:00 – 20:00hrs Monday to Saturday and 08:00 – 18:00hrs on Sunday.
6. All site deliveries and collections shall be undertaken with due care, attention and diligently to minimise disturbance to residents and noise sensitive premises within the vicinity

7. Devise and implement a robust dispersal policy to ensure that patrons leave the premises and vicinity as quietly and speedily as possible. Ensure that patrons are verbally advised by SIA/staff upon leaving to be mindful of the neighbouring residents so as not to disturb the peace.
8. Local residents will receive prior notification of the event including details of the event timings. The distribution radius for the notification letter will be agreed with the Local Authority and Ward Councillors
9. A noise "hot line" number will also be included to allow residents to contact an event representative should they need to make a complaint.
10. The noise "hot line" number will also be displayed around the event perimeter during the event.
11. Attendees to the festival will be advised that there is no parking provision and will be directed to all local public transport links.
12. A Traffic Management plan will be developed and agreed with Highways and other members of the Safety Advisory Group.
13. Consideration will be given to the Event Schedule so as to mitigate the likelihood of all 19,999 participants dispersing the site at the same time. Some measures will include:
  - a. A Staggered closure of music arenas with sound systems starting to shut down a minimum of 60 minutes prior to the terminal hour.
  - b. Close down of bars and food traders 30 minutes prior to the terminal hour.
  - c. VMS Signage to direct audience members to the correct location for their onward travel
14. Direct contact will be made with TFL to confirm transportation services across the Northern Line and with TOCS to confirm Southern Trains and Thameslink Trains on the event dates and reflect on the impact of the event on Morden Tube, Morden South, South Merton and St Helier stations.
15. Contact will be made with the Morden Tube, Morden South, South Merton and St Helier Station Managers to put a plan in place for the egress of the event, the plan for which will be contained within the Traffic Management Plan.
16. Whilst a full Traffic Management Plan will be issued in advance of the event, consideration has been given to the local public parking situation and it has been concluded that there is no suitable space for public car parking. The Eastern Electrics audience as with many London based festivals do not typically drive to events, but the lack of available parking will be made public knowledge and all attendees will be encouraged through Social Media and Email updates that they should attend by public transportation.
17. Special consideration will be given to the local wildlife and ecology, which will

be included in our Environment and Sustainability Plan. The importance of maintaining local wildlife and ecological standards will be communicated to staff and contractors working on site via the Site Rules (which will be agreed in advance with the Ecology Officer).

e) The protection of children from harm

1. The event is a ticketed, 18+ music festival.
2. No person under the age of 18 will be permitted to enter the event site.
3. The event will operate a 'No ID, No Entry' Policy.
4. A Challenge 25 policy will be in force at all festival bars.
5. There will be no adult or other unsuitable activity taking place during the festival that would be visible to children passing the event.
6. A Lost Child and vulnerable person procedure will be in place and will be detailed in the Event Safety Management Plan. This will outline action to be taken in the event that under 18's attempt to gain entry to the event or are discovered within the event perimeter.

**Checklist:**

**Please tick to indicate agreement**

- |  |                                     |
|--|-------------------------------------|
| • I have made or enclosed payment of the fee.  | <input checked="" type="checkbox"/> |
| • I have enclosed the plan of the premises.  | <input checked="" type="checkbox"/> |
| • I have sent copies of this application and the plan to responsible authorities and others where applicable.              | <input checked="" type="checkbox"/> |
| • I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. | <input checked="" type="checkbox"/> |
| • I understand that I must now advertise my application.   | <input checked="" type="checkbox"/> |
| • I understand that if I do not comply with the above requirements my application will be rejected.                        | <input checked="" type="checkbox"/> |

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**

**Part 4 – Signatures** (please read guidance note 10)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (see guidance note 11).  
**If signing on behalf of the applicant, please state in what capacity.**



Signature	
Date	20/03/2017
Capacity	

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13) Rob Dudley The Fair Unruly – The Whitechapel Building 15 Whitechapel High Street			
Post town	London	Postcode	E1 8QS
Telephone number (if any)	07446 876496		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) rob@wearethefair.com			

#### Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.