## **ENVIRONMENT AND REGENERATION DEPARTMENT**

The Licensing Officer

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Chris Lee - Director



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My Ref :

Please Ask For: Barry Croft

Your Ref:

Date: 29 January 2019

Dear Sirs,

Blue Fox Events Limited Morden Park London Road Morden London SM4 5QU –New Premises Licence Application No. WK/201809200.

## **Licensing Act 2003**

Further to the Licensing Authorities letter of representation dated 6 December 2018, in connection with the above event and application for a premises licence, I write to set out some further conditions which we ask the Licensing Sub-Committee to consider.

## **Definitions:**

Event The two day period in any calendar year to which the premises

licence applies, being the Saturday and Sunday of either the last

weekend in July or the first weekend in August

Event period: The period during which the public are allowed on the premises, being from [...] on the Saturday to [...] on the Sunday

- Each year, the Premises Licence holder will undertake a full and detailed consultation with each of the responsible authorities. This consultation will take place through a Multi-Agency Planning Group (Chaired by the Local Authority) in the lead up to, and during the event.
- 2. Each year, at least 4 months prior to the commencement of the event, the Premises Licence holder will notify the Licensing Authority of the proposed dates for that year's events.

- 3. An initial Event Safety Management Plan (ESMP) (first draft) shall be made available to the Licensing Authority at least [...] days prior to the commencement of the event period that will include any additional information or improvements identified and agreed from the previous event's multi-agency debrief.
- 4. The ESMP shall contain detailed proposals for each event in policies and plans to promote all the licensing objectives of public safety, prevention of crime disorder, prevention of public nuisance, protection of children from harm. The EMP shall be made up of the following documentation:
  - 1) Alcohol Management Plan;
  - 2) Campsite Management Plan;
  - 3) Command, Control and Communications Plan;
  - 4) Crime Prevention/Reduction Plan;
  - 5) Crowd Dynamics Plan;
  - 6) Fire Safety Management Plan;
  - 7) Major Incident Plan;
  - 8) Medical and Welfare Plan;
  - 9) Noise Management Plan;
  - 10) Sanitary Facilities Plan;
  - 11) Security and Stewarding Operational Plan;
  - 12) Site Plan;
  - 13) Ticket and Entry Policy;
  - 14) Trader Information Management Plan;
  - 15) Traffic Management Plan;
  - 16) Venues Plan;
  - 17) Waste Management Plan;
  - 18) Water Supply Plan;
  - 19) Villages Proposal;
  - 20) Public Safety Management Plan; and
  - 21) Schedule of Key Dates.

- 5. A final ESMP shall be made available to the Licensing Authority and Responsible Authorities no less than 30 days before the start of the event period. The contents of the EMP shall be fully complied with each year which shall convert to a condition of the Licence on receipt of the approval in writing from the Licensing Authority.
- 6. No changes will be made to the ESMP without the prior written consent of the Licensing Authority within the 30 days prior to the event period.
- 7. The licence holder shall produce a public facing document based on the ESMP to ensure that local residents and others are kept informed. The public facing document shall be produced not later than 56 days before the start of each event period.
- 8. The Premises Licence holder will set up a publicised meeting each year with local residents prior to the first event date. This meeting will be to discuss plans for the Event and receive residents' feedback.
- The Premises Licence holder will set up a publicised meeting each year with local residents after the final event date. This meeting will be to receive residents' feedback.

**10.**Capacity: Saturday: [...]

Sunday: [...]

**11.** Duration of licence: 2 years

12. Following the circulation of the draft ESMP's, the premises licence holder, or an agent on behalf of and under the authority of the premises licence holder, shall consult with all responsible authorities and shall take due account of any representations made by a responsible authority regarding the content of the ESMP documents.

The Licensing Authority reserves the right to submit further supporting evidence in connection with this representation, and to assist in oral evidence to be given at any Licensing Sub-Committee hearing organised to determine this variation application.

Yours faithfully,

Barry Croft
Licensing Manager
Licensing Team

Part of the Regulatory Services Partnership serving the London Borough of Merton and the London Borough of Richmond upon Thames.

