

Public Document Pack



LICENSING SUB-COMMITTEE

Wednesday, 21 December 2011 at 10.00 am
Council Chamber, Civic Centre, Silver Street,
Enfield, EN1 3XA

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Committee Secretary
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Councillors : Derek Levy (Chairman), George Savva MBE and Glynis Vince

AGENDA – PART 1

1. WELCOME AND INTRODUCTIONS

2. DECLARATION OF INTERESTS (Pages 1 - 2)

Members of the Sub-Committee are invited to identify any personal or prejudicial interests relevant to items on the agenda. Please refer to the guidance note attached to the agenda.

3. TRENT PARK, COCKFOSTERS ROAD, EN4 (REPORT NO. 167) (Pages 3 - 96)

Application for a new time-limited premises licence.

4. MINUTES OF PREVIOUS MEETING (Pages 97 - 102)

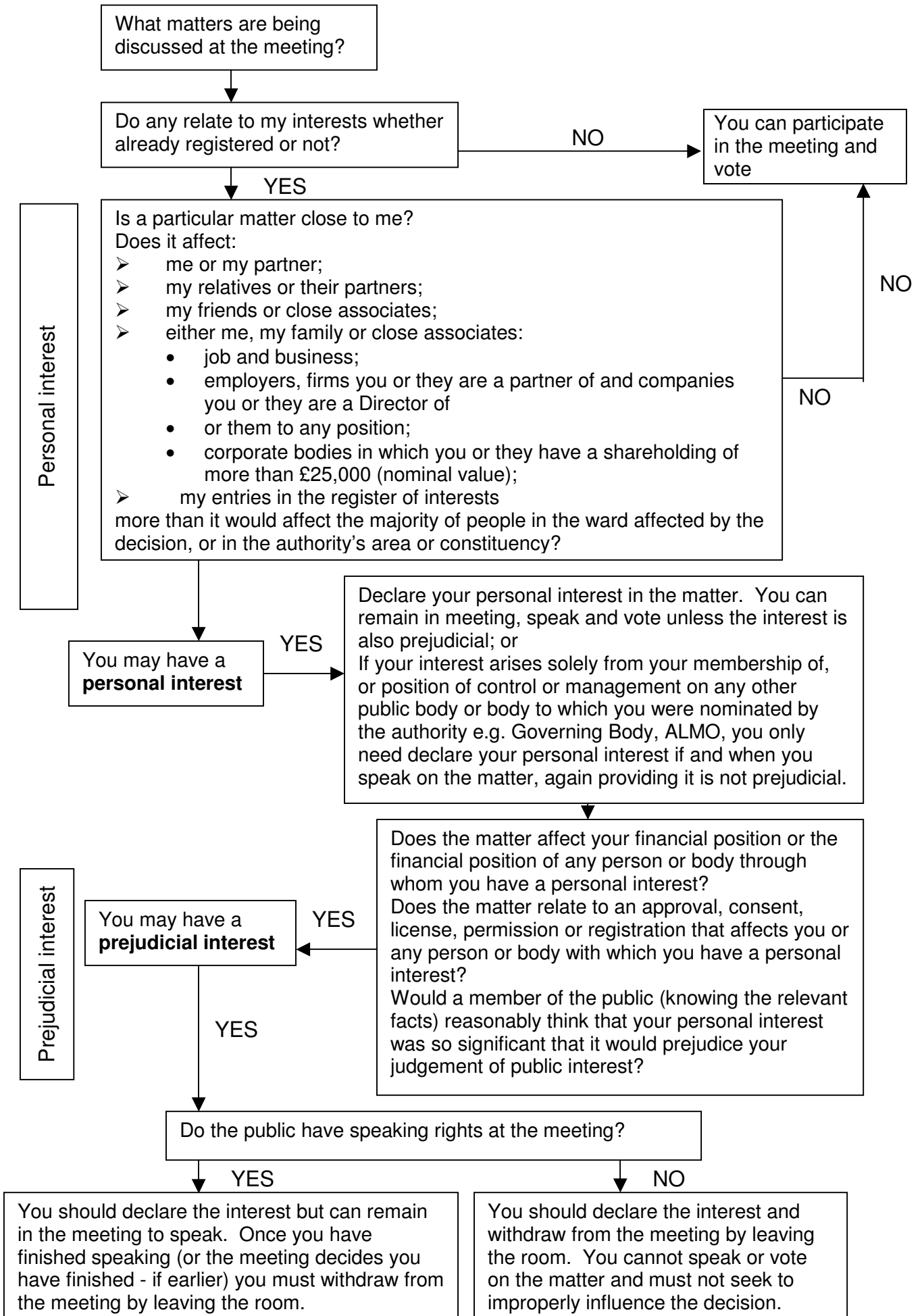
To agree as a correct record the minutes of the meeting held on 23 November 2011.

5. EXCLUSION OF THE PRESS AND PUBLIC

If necessary, to consider passing a resolution under Section 100A(4) of the Local Government Act 1972 excluding the press and public from the meeting for any items of business moved to part 2 of the agenda on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs of Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

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DECLARING INTERESTS FLOWCHART - QUESTIONS TO ASK YOURSELF



Note: If in any doubt about a potential interest, members are asked to seek advice from Democratic Services in advance of the meeting.

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MUNICIPAL YEAR 2011/12 REPORT NO.

COMMITTEE :
Licensing Sub-Committee
21 December 2011

REPORT OF :
Principal Licensing Officer

LEGISLATION :
Licensing Act 2003

Agenda - Part	Item
	<p>SUBJECT : Application for a new time-limited premises licence</p> <p>PREMISES : Trent Park Cockfosters Road, EN4</p> <p>WARD : Cockfosters</p>

1 **LICENSING HISTORY & CURRENT POSITION :**

- 1.1 On 8 November 2006 an application by the Council's **Parks Dept.** for a new Premises Licence, which was not subject to any representations, was granted by officers in accordance with delegated powers.
- 1.2 On 13 December 2010 an application by the Council's **Parks Dept.** to vary the Premises Licence, which was not subject to any representations, was granted by officers in accordance with delegated powers.
- 1.3 The current Premises Licence permits :
- 1.3.1 **Hours the premises are open to the public :** Sunday to Saturday from 07:00 to 23:00.
- 1.3.2 **Plays, Films, Indoor Sporting Events, Boxing/wrestling entertainment, Live music, Recorded music, Performance of dance, Facilities for making music & Facilities for dancing :** Sunday to Saturday from 07:00 to 23:00.
- 1.4 A copy of the current Premises Licence is attached as Annex 01.
- 1.5 A copy of a location map of the premises is attached as Annex 02.

2 **THIS APPLICATION :**

- 2.1 Application is made by the Council's **Parks Dept.** for a time-limited Premises Licence. The application seeks :
 - 2.1.1 **Hours the premises are open to the public** : From 18:00 on New Years Eve to 06:00 on New Years Day (i.e. a 12 hour period).
 - 2.1.2 **Supply of alcohol (on supplies only)** : From 18:00 on New Years Eve to 05:00 on New Years Day (i.e. an 11 hour period).
 - 2.1.3 **Plays, Films, Live music, Recorded music, Performance of dance & Facilities for dancing** : From 18:00 on New Years Eve to 06:00 on New Years Day (i.e. a 12 hour period).
 - 2.1.4 **Late night refreshment** : From 23:00 on New Years Eve to 05:00 on New Years Day (i.e. an 6 hour period).
- 2.2 The application was advertised in accordance with the requirements of the Licensing Act 2003.
- 2.3 Each of the Responsible Authorities were consulted in respect of the application.
- 2.4 A copy of the application is attached as Annex 03.

3 **RELEVANT REPRESENTATIONS :**

- 3.1 **Interested Parties** : Representations have been made, against the application, by three Ward Councillors, by a Residents Association and by persons living at seven separate addresses in the vicinity of the premises. The relevant grounds of representation include crime & disorder and public nuisance.
 - 3.1.1 Copies of the representations are attached as Annex 04.

4 **RESPONSE TO THE REPRESENTATIONS :**

- 4.1 By 7 December 2011 the Council's **Parks Dept** had e-mailed each of the Interested Parties and provided additional information in respect of the application.
- 4.2 Copies of the responses to the Interested Parties are attached as Annex 05.

5 **PROPOSED LICENCE CONDITIONS :**

- 5.1 The conditions arising from this application are attached as Annex 06, all are agreed.

6 **RELEVANT LAW, GUIDANCE & POLICIES :**

6.1 The paragraphs below are extracted from either :

6.1.1 Licensing Act 2003 ('Act'); or

6.1.2 Guidance issued by the Secretary of State for Culture, Media and Sport of March 2010 ('Guid'); or

6.1.3 London Borough of Enfield's Licensing Policy Statement of January 2010 ('Pol').

General Principles :

6.2 The Licensing Sub-Committee must carry out its functions with a view to promoting the licensing objectives [Act s.4(1)].

6.3 The licensing objectives are :

6.3.1 the prevention of crime and disorder;

6.3.2 public safety;

6.3.3 the prevention of public nuisance; &

6.3.4 the protection of children from harm [Act s.4(2)].

6.4 In carrying out its functions, the Sub-Committee must also have regard to :

6.4.1 the Council's licensing policy statement; &

6.4.2 guidance issued by the Secretary of State [Act s.4(3)].

6.5 The commercial demand for licensed premises is not a matter that may be considered by the Sub-Committee in discharging its licensing functions [Pol s.14.1].

6.6 The Sub-Committee may not have regard to whether or not a proposal is likely to be permitted in accordance with the law relating to planning or building [Pol s.17.1].

Hours :

6.7 Stricter conditions with regard to licensing hours may be required for licensed premises situated in or immediately adjacent to residential areas to ensure that disturbance to local residents is avoided. This will particularly apply in circumstances where, having regard to the location, size and nature of the premises, it is likely that disturbance will be caused to residents in the vicinity of the premises by concentrations of people leaving, particularly during normal night-time sleeping periods [Pol s.8.4].

Decision :

- 6.8 The Sub-Committee should seek to focus the hearing on the steps needed to promote the particular licensing objective which has given rise to the specific representation and avoid straying into undisputed areas [Guid s.9.24].
- 6.9 In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the Sub-Committee must give appropriate weight to :
 - 6.9.1 the steps that are necessary to promote the licensing objectives;
 - 6.9.2 the representations (including supporting information) presented by all the parties;
 - 6.9.3 this Guidance;
 - 6.9.4 the Council's own licensing policy statement [Guid s.9.25].
- 6.10 Having heard all of the representations (from all parties) the Sub-Committee must take such steps as it considers necessary for the promotion of the licensing objectives. The steps are :
 - 6.10.1 to grant the application subject to the mandatory conditions and such conditions as it considers necessary for the promotion of the licensing objectives;
 - 6.10.2 to exclude from the scope of the licence any of the licensable activities to which the application relates;
 - 6.10.3 to refuse to specify a person in the licence as the premises supervisor;
 - 6.10.4 to reject the application [Act s.18].

Background Papers :
None other than any identified within the report.

Contact Officer :
Mark Galvayne on 020 8379 4743

Licensing Act 2003ENFIELD
Council**PART A – PREMISES LICENCE**

Granted by the London Borough of Enfield as Licensing Authority

Premises Licence Number : **Part 1 – Premises Details**

Postal address of premises :

Premises name : Telephone number : Address :

Where the licence is time-limited, the dates :

The opening hours of the premises, the licensable activities authorised by the licence and the times the licence authorises the carrying out of those activities :

- (1) **Open to the Public - Whole Premises**
- | | |
|-------------|---------------|
| Sunday : | 07:00 - 23:00 |
| Monday : | 07:00 - 23:00 |
| Tuesday : | 07:00 - 23:00 |
| Wednesday : | 07:00 - 23:00 |
| Thursday : | 07:00 - 23:00 |
| Friday : | 07:00 - 23:00 |
| Saturday : | 07:00 - 23:00 |

- (2) **Plays - Indoors & Outdoors**
- | | |
|-------------|---------------|
| Sunday : | 07:00 - 23:00 |
| Monday : | 07:00 - 23:00 |
| Tuesday : | 07:00 - 23:00 |
| Wednesday : | 07:00 - 23:00 |
| Thursday : | 07:00 - 23:00 |
| Friday : | 07:00 - 23:00 |
| Saturday : | 07:00 - 23:00 |

(3) Films - Indoors & Outdoors

Sunday :	07:00 - 23:00
Monday :	07:00 - 23:00
Tuesday :	07:00 - 23:00
Wednesday :	07:00 - 23:00
Thursday :	07:00 - 23:00
Friday :	07:00 - 23:00
Saturday :	07:00 - 23:00

(4) Indoor Sporting Events - Indoors

Sunday :	07:00 - 23:00
Monday :	07:00 - 23:00
Tuesday :	07:00 - 23:00
Wednesday :	07:00 - 23:00
Thursday :	07:00 - 23:00
Friday :	07:00 - 23:00
Saturday :	07:00 - 23:00

(5) Boxing/Wrestling Entertainment - Indoors & Outdoors

Sunday :	07:00 - 23:00
Monday :	07:00 - 23:00
Tuesday :	07:00 - 23:00
Wednesday :	07:00 - 23:00
Thursday :	07:00 - 23:00
Friday :	07:00 - 23:00
Saturday :	07:00 - 23:00

(6) Live Music - Indoors & Outdoors

Sunday :	07:00 - 23:00
Monday :	07:00 - 23:00
Tuesday :	07:00 - 23:00
Wednesday :	07:00 - 23:00
Thursday :	07:00 - 23:00
Friday :	07:00 - 23:00
Saturday :	07:00 - 23:00

(7) Recorded Music - Indoors & Outdoors

Sunday :	07:00 - 23:00
Monday :	07:00 - 23:00
Tuesday :	07:00 - 23:00
Wednesday :	07:00 - 23:00
Thursday :	07:00 - 23:00
Friday :	07:00 - 23:00
Saturday :	07:00 - 23:00

(8) Performance of Dance - Indoors & Outdoors

Sunday :	07:00 - 23:00
Monday :	07:00 - 23:00
Tuesday :	07:00 - 23:00
Wednesday :	07:00 - 23:00
Thursday :	07:00 - 23:00
Friday :	07:00 - 23:00
Saturday :	07:00 - 23:00

(9) Facilities for Making Music - Indoors & Outdoors

Sunday :	07:00 - 23:00
Monday :	07:00 - 23:00
Tuesday :	07:00 - 23:00
Wednesday :	07:00 - 23:00
Thursday :	07:00 - 23:00
Friday :	07:00 - 23:00
Saturday :	07:00 - 23:00

(10) Facilities for Dancing - Indoors & Outdoors

Sunday :	07:00 - 23:00
Monday :	07:00 - 23:00
Tuesday :	07:00 - 23:00
Wednesday :	07:00 - 23:00
Thursday :	07:00 - 23:00
Friday :	07:00 - 23:00
Saturday :	07:00 - 23:00

Part 2

Name and (registered) address of holder of premises licence :

Name :	London Borough Of Enfield
Telephone number :	Not provided
e-mail :	Not provided
Address :	Parks Department, Civic Centre, Silver Street, Enfield, EN1 3XA

Registered number of holder (where applicable) :

Name and (registered) address of second holder of premises licence (where applicable) :

Name :	Not applicable
Telephone number :	
Address :	


Name and address of designated premises supervisor (where the licence authorises the supply of alcohol) :

Name :	Not applicable
Telephone number :	
e-mail :	
Address :	

Personal licence number and issuing authority of personal licence held by designated premises supervisor (where the licence authorises the supply of alcohol) :

Personal Licence Number :	Not applicable
Issuing Authority :	

Premises Licence LN/200600566 was first granted on 08 November 2006.

Signed : 

Date : 13th December 2010

for and on behalf of the
London Borough of Enfield
Licensing Unit, Civic Centre, Silver Street, Enfield EN1 3XH
Telephone : 020 8379 3578



Annex 1 - Mandatory Conditions

1. The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made:
 - (a) By the British Board of Film Classification (BBFC,) where the film has been classified by that Board, or
 - (b) By the Licensing Authority where no classification certificate has been granted by the BBFC, or, where the licensing authority has notified the licence holder that section 20 (3) (b) of the Licensing Act 2003 applies to the film.
2. Immediately before each exhibition of a film passed by the British Board of Film Classification there shall be exhibited on a screen for at least five seconds in such a manner as to be easily read by all persons in the auditorium a reproduction of the certificate of the Board or, as regards a trailer advertising a film, of the statement approved by the Board indicating the classification of the film.

Annex 2 - Conditions consistent with the Operating Schedule

3. There shall be no adult entertainment or services, activities or matters ancillary to the use of the premises that may give rise to concern in respect of children.
4. Any event shall only proceed with the prior written approval of the premises licence holder and shall be run in accordance with the submitted risk assessment, as may be modified by the premises licence holder, where necessary, upon advice from the relevant responsible authority.
5. No licensable activities shall take place unless the organiser has provided the Premises Licence Holder with a full written risk assessment covering public safety, prevention of nuisance, crime & disorder and protection of children from harm. This risk assessment shall be to the approval of the Premises Licence Holder and shall be implemented at all times during the event. The Premises Licence Holder shall retain risk assessments for at least 6 weeks after each event.
6. Sound level checks shall be carried out at the perimeter of the premises prior to the commencement of any event where amplified music is to be provided. Performers will be advised of the maximum sound levels that can be used.
7. The event organiser shall be on site whenever regulated entertainment takes place to make subjective assessments of noise levels at the perimeter of the premises. These shall be undertaken at approximately two hourly intervals, whilst regulated entertainment is provided to ensure that noise from the premises does not cause a disturbance to local residents. Records shall be kept of the times, dates and any issues discovered. These records shall be kept for 28 days. Records must be made available to an authorised officer of the Council, upon request. Where monitoring identifies that noise from the premises is audible at the perimeter, measures shall be taken to reduce this i.e. turning volume down.

8. Event organisers shall be required to sign a hire agreement, which shall specify the terms of use of the premises as set by the Premises Licence Holder.

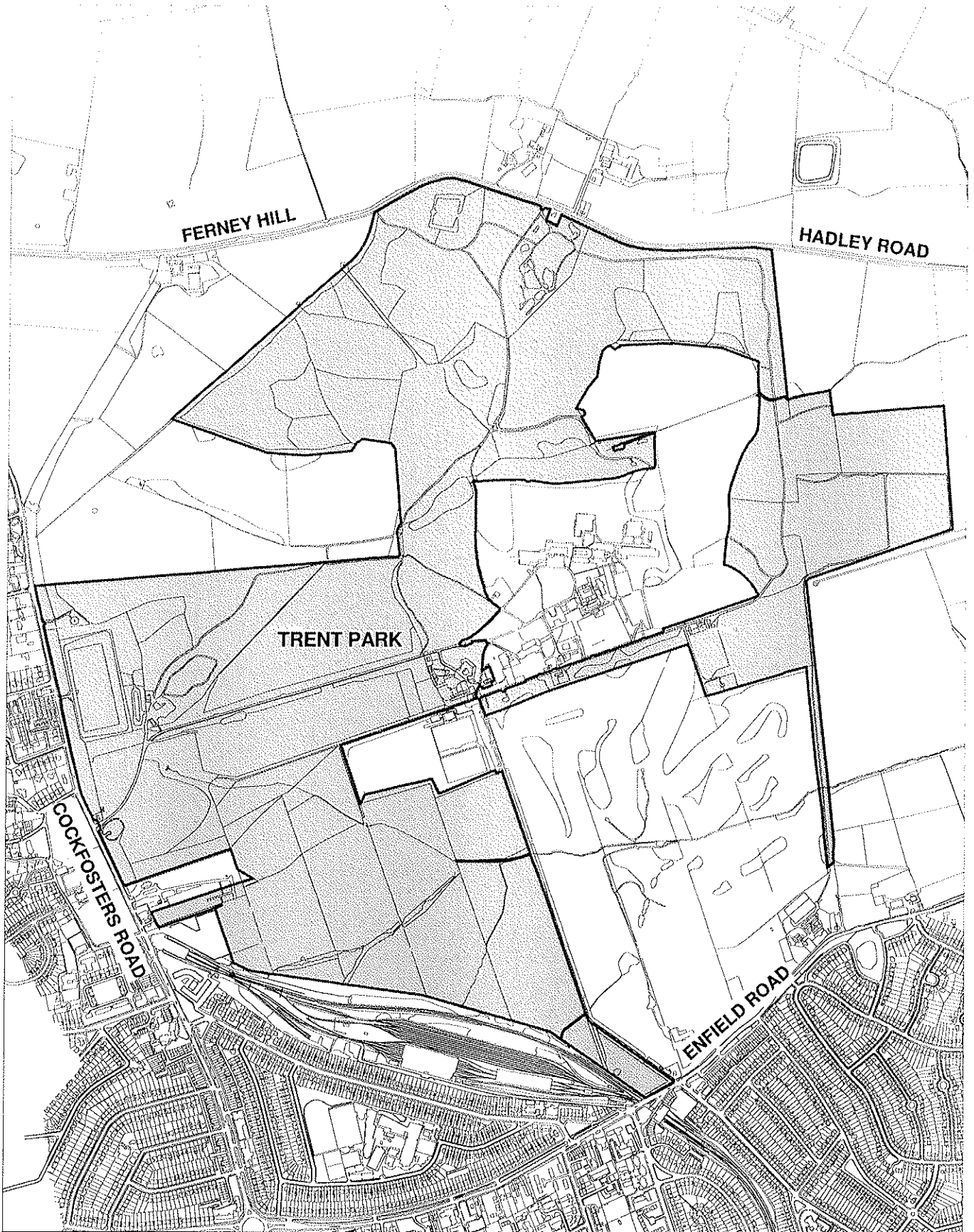
9. If stewards are used at an event, they shall be easily identifiable. The number of stewards that will be present at the event shall be specified in the risk assessment or an event questionnaire.

10. The licence holder shall provide the Licensing Enforcement Team with a named point of contact in case complaints are received about licensable events.

11. The event organiser shall ensure that the grounds are kept free from litter during the event and a litter pick shall be carried out at the end of the event.

Annex 3 - Conditions attached after a hearing by the Licensing Authority

Not applicable



Address: Trent Park, Cockfosters Road, Barnet, EN4 0PS.



LONDON BOROUGH OF ENFIELD
CIVIC CENTRE, SILVER STREET
ENFIELD, EN1 3XE
TEL: 020 8379 1000



Scale: 1:12500

Date: 01/12/2011

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Internal £100--
RS4024 ANNEX03

**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 London Borough Of Enfield Parks Department

(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 Trent Park, Cockfosters Road, Barnet, EN4 0PS.			
Post town		Post code	N/A

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£0

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as
Please tick yes

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i. as a limited company please complete section (B)
 - ii. as a partnership please complete section (B)
 - iii. as an unincorporated association or please complete section (B)
 - iv. other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)

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 N/A
Address London Borough Of Enfield, Parks Department, Civic Centre, Silver Street, Enfield, EN1 3XA.
Registered number (where applicable) N/A
Description of applicant (for example, partnership, company, unincorporated association etc.) N/A
Telephone number (if any) 020 83793154
E-mail address (optional) hakema.anderson@enfield.gov.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

Day Month Year

3	1	1	2	2	0	1	1
---	---	---	---	---	---	---	---

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

Day Month Year

0	1	0	1	2	0	1	2
---	---	---	---	---	---	---	---

Please give a general description of the premises (please read guidance note1)
 Public park.

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

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 yes

- 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 entertainment facilities:

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

Provision of late night refreshment (if ticking yes, fill in box L)

Supply of alcohol (if ticking yes, fill in box M)

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>	
Day				Start	Finish	
Mon				<u>Please give further details here</u> (please read guidance note 3)		
Tue						
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 4) N/A			
Thur						
Fri			<u>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</u> (please read guidance note 5) N/A			
Sat	18:00	00:00				
Sun	00:00	06:00				
			Outdoors	<input type="checkbox"/>		
			Both	<input checked="" type="checkbox"/>		

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 4) N/A		
Thur					
Fri			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 (please read guidance note 5)		
Sat	18:00	00:00			
Sun	00:00	06:00			

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 4) N/A		
Thur					
Fri			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 (please read guidance note 5) N/A		
Sat	18:00	00:00			
Sun	00:00	06:00			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 4) N/A		
Thur					
Fri					
Sat	18:00	00:00	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 (please read guidance note 5) N/A		
Sun	00:00	06:00			

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	Both	<input checked="" type="checkbox"/>
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4) N/A		
Thur					
Fri			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 (please read guidance note 5) N/A		
Sat	18:00	00:00			
Sun	00:00	06:00			

J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both – please tick (see guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
			<u>Please give a description of the facilities for dancing you will be providing</u>		
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue					
Wed					
Thur			<u>State any seasonal variations for providing dancing facilities</u> (please read guidance note 4) N/A		
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5) N/A		
Sat	18:00	00:00			
Sun	00:00	06:00			

L

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3) N/A	Both	<input checked="" type="checkbox"/>
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		
Thur					
Fri			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 (please read guidance note 5)		
Sat	23:00	00:00			
Sun	00:00	05:00			

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (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	State any seasonal variations for the supply of alcohol (please read guidance note 4) N/A		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat	18:00	00:00			
Sun	00:00	05:00			
			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 (please read guidance note 5)		

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

Name LEE DENNY	
Address 65 MONKS ORCHARD ROAD, BECKENHAM, KENT	
Postcode	BR3 3BJ
Personal Licence number (if known) 1000647LAPER	
Issuing licensing authority (if known) LONDON BOROUGH OF BROMLEY	

N

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

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4) N/A
Day	Start	Finish	<u>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</u> (please read guidance note 5) N/A
Mon			
Tue			
Wed			
Thur			
Fri			
Sat	18:00	00:00	
Sun	00:00	06:00	

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

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

1. The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made: (a) by the British Board of Film Classification (BBFC,) where the film has been classified by that Board, or (b) by the Licensing Authority where no classification certificate has been granted by the BBFC, or, where the licensing authority has notified the licence holder that section 20 (3) (b) of the Licensing Act 2003 applies to the film.
2. Immediately before each exhibition of a film passed by the British Board of Film Classification there shall be exhibited on a screen for at least five seconds in such a manner as to be easily read by all persons in the auditorium a reproduction of the certificate of the Board or, as regards a trailer advertising a film, of the statement approved by the Board indicating the classification of the film.
3. There shall be no adult entertainment or services, activities or matters ancillary to the use of the premises that may give rise to concern in respect of children.
4. No event shall lawfully take place under the premises licence unless the organiser has furnished in advance to the parks and Open Spaces Division of Enfield Council, a full written risk assessment covering public safety, prevention of nuisance, crime & disorder and protection of children from harm.
5. Any event shall only proceed with the prior written approval of the premises licence holder and shall be run in accordance with the submitted risk assessment, as may be modified by the premises licence holder, where necessary, upon advice from the relevant responsible authority.

b) The prevention of crime and disorder

AS ABOVE

c) Public safety

AS ABOVE

d) The prevention of public nuisance

AS ABOVE

e) The protection of children from harm

AS ABOVE

Please tick yes

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO 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	<i>Neil Isaac</i>
Date	<i>7 Nov'11</i>
Capacity	<i>Assistant Director Waste, Streetscene + Parks</i>

NYE MUSIC AND ARTS FESTIVAL

31st December 2011 – 1st January 2012

TRENT COUNTRY PARK

EVENT MANAGEMENT PLAN

DRAFT

3 November 11

Introduction

This document is the backbone of our event management plans and its purpose is to provide a general overview of all the considerations and detailed planning required to put the event on.

As a standalone document it may lack some finer details, but it will reference other documents where they may be found. It is intended that it is considered a 'working document' which will evolve with ongoing liaison between the event organisers and Enfield Council.

The event organisers are a young but experienced team. They have successfully grown the summer festival LeeFest into a national award winning festival and have organised many indoor events in regular and bespoke venues. LeeFest is a 2500 capacity outdoor event with camping and has a perfect track record for public safety and a zero complaint record for public disturbance.

As event organisers we are devoutly committed to responsible event management practices, ensuring that all our work is conducted to the highest standard to increase our contribution to arts and culture whilst minimising any adverse effects to local residents, public safety and the environment. We believe good communication with stakeholders, such as local authorities and community groups, is vital to the success of any event and hope collaborative documents like this one aid such communication.

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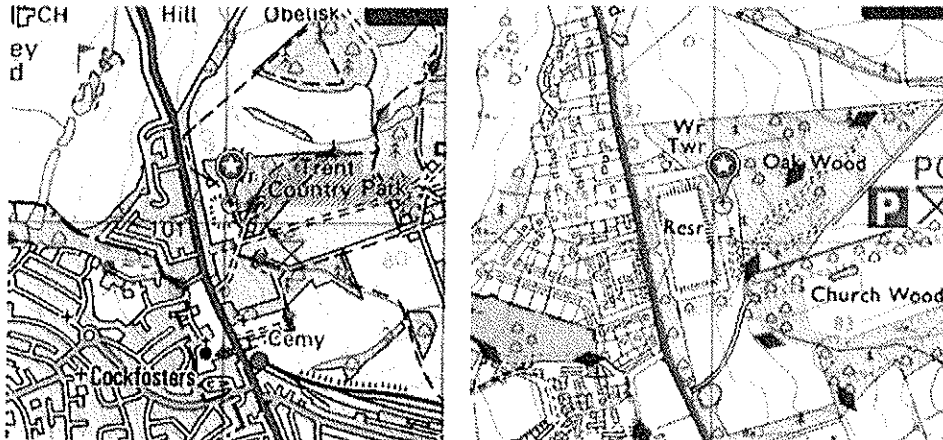
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1. Basic Information

1.1 Site Details

The proposed event site is a small section of Trent Country Park, Cockfosters Road, Barnet, Hertfordshire, EN4 OPS.

Ordinance Survey Grid Reference: TQ 2802 9708 GB



The land is owned and managed by Enfield Council, permission for use of the land has been applied for.

Please see appendices for a detailed map of Trent Country Park.

1.2 Basic Event Details

The event is a small-scale music and arts festival inspired New Years Eve Celebration providing a range of entertainment for a small group of public ticket holders.

1.3 Licensable Activities

The licensable activities intended to be carried out are:

- The provision of regulated entertainment.
- The provision of entertainment facilities.
- The supply of alcohol by retail, for consumption on site only.
- The provision of late night refreshment.

Our Designated Premises Supervisor will be Lee Denny.

Please see appendices for copy of personal licence.

1.4 Dates and Times

Trent Country Park Opening Times

The public opening times of the country park for the duration of our time onsite are:

Monday – Saturday	08:00 – 16:00
Sunday	08:30 – 16:00

Technical and Construction Works

Setup (Get-In)	30 th December 2011 08:00 - 16:00 31 st December 2011 08:00 - 16:00
Event Days	31 st December 2011 18:00 - 23:59 1 st January 2012 00:00 - 16:00
Pack Down (Get-Out)	2 nd January 2012 08:00 – 16:00

Public Access and Licensable Activities

Event*	31 st December 2011 18:00 - 23:59 1 st January 2012 00:00 - 06:00
Bar Opening**	31 st December 2011 18:00 - 23:59 1 st January 2012 00:00 - 05:00

* The licensable activities described in section 1.3 will take place during the times specified here, except for The Sale By Retail of Alcohol.

**The Sale By retail of Alcohol will only take place during the times stated here.

1.5 Contact Details

Production Manager

Lee Denny

65 Monks Orchard Road

Beckenham

Kent

BR3 3BJ

Mobile: 07958 718 961*

Email: lee@leefest.org.uk*

Head Of Security

TBC

Noise Control Officer

TBC

**Preferred method of contact.*

2. Event Ethos

2.1 Audience Profile

The age demographic of the event ranges from 18 to 45 and follows a normal distribution centered around 26.

The diverse range of entertainment involved in the event attracts an audience of mixed tastes and backgrounds. We find that our audience response is extremely friendly, peaceful and jolly.

2.2 Charity information

Raising money for charity and spreading awareness is an important part of the work we do. Playing host to carefully selected charities, NGOs and campaign stalls. Although the event is not run on an entirely non-profit basis, a large percentage of the proceeds will be going to our selected charity partner Wonderyears.

Wonder Years Centre of Excellence.
www.wonderyearsce.co.uk
Registered Charity Number. 1089167
NGO Number. A78

2.3 Background

We have hosted five very successful similar events, but in established indoor venues in London. Over that time we have played host to hundreds of musicians, visual artists, film makers and performance artists. The same audience that have attended those events will be attending the one proposed here.

3. Specifics

3.1 Capacity and Audience Numbers

Public Guests: 800

Performers and Staff: 50

Total on site at any one time: 850

3.2 Operating Schedule

Saturday 31st December 2011

16:30- Security and Traffic Management Teams in Position

17:50- Country Park Opens To Public Guests

18:00- Site Opens To Public and Licensable Activities Begin

Sunday 1st January 2012

05:00- Dispersion Teams Take Position and Sale of Alcohol Ceases.

06:00- Site Closes To Public and Other Licensable Activities Cease

06:30- Site Clear of Public Guests

07:00- Country Park Clear of Public Guests

4.3 Site Information

The event site we wish to use is currently in use as an overflow car park, next to a gravel based car park. The site is relatively level and well suited to the types of activity involved in the event.

Please see appendix for an aerial photograph of the site and perimeter specifications.

4.3.1 Vehicle Access

Vehicle access to the event site is through the Cockfosters Road (A111) Entrance to Trent Country Park, at which point vehicles join a hard standing road up to the gravel car park. From the gravel car park vehicles can then pass through into the event site.

Both the hard standing road and gravel car park will be supportive of, and are wide enough for HGV and Emergency Vehicles.

Further investigations into the substrate of the event site and its ability to hold vehicles will be conducted.

There are 2 lockable gates to secure against vehicle access to the site if necessary, one at the entrance to Trent Country Park from Cockfosters Road, and one at the entrance to the event site from the gravel car park.

4.3.2 Control Point

The publicly available control point will be the Security Office located next to the main entrance to the event marquees. It will house all security resources, lost persons and lost property. There will be a direct radio contact from this point to the event organisers.

The main event management will happen from the production office backstage, which should be the main point for all Local Authority contact. The production office will house all information and documents regarding event management and will have direct radio contact to every team working on site.

Please see appendices for site plan.

4.3.3 Disabled Viewing Area

There is no designated disabled viewing area, as most of the site is easily accessible to disabled people.

Disabled parking will be provided at the closest possible point to the event entrance, and disabled toilets will be available for exclusive use.

4.3.4 Car Parks

There is space in the gravel car park for approximately 50 Public Vehicles and space

behind the event site for a further 50 Crew/Artists Vehicles.

Car parking will be advertised as only with a pre-paid parking pass. The pre paid parking passes will be available online at the point of ticket purchase and at the request of the park manager will be initially limited to 20. Should demand be higher than the allocated amount we will liaise further with him for an additional amount.

We encourage our guests to travel to and from the event site using public transport. We expect the majority to arrive at the event site on foot from Cockfosters Tube Station.

As such we do not anticipate an excess arrival of vehicles and any problems with irresponsible parking at any point during the event. Traffic management teams will control the flow of traffic arriving and leaving the event site car parks.

4.3.5 Fire Patrol Vehicle and other Emergency Vehicles

Marked on the ground plan is a 4m wide fire route around the site perimeter to allow easy access for emergency vehicles. This route will be kept clear at all times.

4.3.6 Fall Out Zone

In the event of an emergency requiring a full evacuation of the event site there is a fall out zone in the car park next to the park's café.

Please see appendices for site plan.

4.3.7 Marquees

All tenting will be hired from reputable companies, and will comply with fire safety standards BS5438 (For new tents) and/or BS3120 (For old tents).

The tents intended for use are free standing and do not have any accessible poles or guy ropes that present a risk from public tampering.

Agreements with the local authority will be made as to what other tents can be used onsite for other ancillary uses. At present this is only expected to be one Yurt style structure for use as the production office.

Competent persons from the hire companies will erect their own marquees, and will be on call in case of an emergency.

Other tents will be erected by crewmembers as per the instructions of each tent.

4.3.8 Heating

A gas or electric heating system will be used to warm the marquees before the public arrive, and then intermittently with body heat. The heating system will most likely be

supplied by the same company as the marquees. We will ensure that all electrical and/or gas safety regulations are upheld in its installation and running.

4.3.9 Site Lighting

Site lighting will be positioned in suitable areas around the event site, car parks and along the entrance road leading from Cockfosters Road to the event site.

Most site lighting will only be used in an emergency, however, the areas listed below will be lit at all times after sundown;

- Toilets + Surrounding Area
- Concessions
- Entrances to the marquees
- Main Entrance and all fire exits
- Backstage/Production Areas
- Production Office

In the event of an emergency, it is the Production Managers responsibility to ensure that all security/emergency lighting is switched on immediately, and will consult with the Chief Electrician in doing so.

All Fire Exit signs and other signage will be suitably illuminated at night at all times.

Please see appendices for site plan.

4.3.8 Ground Condition and Care

Given the time of year, great care will be given to ensure the ground conditions do not present any safety issues and that event activities do not adversely affect the condition of the land.

Inside the marquee structures the ground will be covered using wooden flooring, plastic flooring, rubber back carpeting or hessian matting.

If ground conditions become slippery then the pedestrian walkway on the event site from the gravel car park to the marquee entrance will be covered in a similar way to prevent accidents.

If the prevailing weather severely puts the condition of the land at risk then all but essential vehicles will be prevented from accessing the event site and the crew car park will be relocated.

4.4 Technical Information

Please see appendix for technical site plans.

4.4.1 Electrical Appliances:

The whole of the event will be powered by standalone generators, as opposed to any suitable domestic electrical supply.

Most appliances bought on site are hired from reputable companies, from whom we can obtain PAT test information and certificates. We chose companies that look after and maintain their equipment to extremely high standards. Any other appliances will be PAT tested before their use by our Chief Electrician.

As a further precaution, before rigging any electrical appliances such as lighting equipment, crew and staff will undertake a visual inspection of each appliance and if there are any un-certainties with any items of equipment, they will not be used and alternatives will be found.

Careful planning of our electrical supply and distribution systems is in progress. We will ensure electrical safety is dealt with at the highest standards at all times. Furthermore, a qualified electrician will sign off these systems once they are installed on the site.

A spills kit will be on hand to deal with any liquid fuel spillages from generators.

4.5 Security Information

4.5.1 Audience Number Control

Tickets will be advertised as strictly pre-sale only, however, a small amount will be available at the door for any passing trade.

The ticketing system is yet to be decided upon, but we will probably use electronic barcoding to prevent forgery.

Counters will be used on the main entrance and exit to give an accurate measure of the amount of public inside the event at any given time.

4.5.2 Metropolitan Police

We will ensure we liaise with all relevant metropolitan police parties closely in the further planning of the event to ensure they are aware and consenting to all of the plans.

Police presence at the event is always welcomed, though we feel that it is not necessarily required considering the security arrangements we will have in place.

4.5.3 SIA Licensed Security Team

We will work with a professional security company on the event, which is yet to be decided. They will aid us in creating security operations plans and will implement them onsite with their own fully trained and licensed staff.

We will be able to submit full security plans to all relevant authorities closer to the event.

4.5.4 Marshals

A team of marshals will be on site at all times to assist the security team and be the public face of the event. All marshals will be over the age of 18 and will undergo training to our own specification prior to the event. Marshals will not perform SIA security roles, but they are additional eyes and are a face to the public. They will be able to offer the public information on the event and also help with other tasks and manning certain positions.

The marshal teams will constitute a large part to the smooth running of the event, and the numbers involved will be decided as part of our security operations plan.

4.5.5 VIPs

A short list of low profile VIP's will be invited. There will be no VIP area, however, all VIP's will have backstage access where they may seek refuge if they do not wish to be among the public.

4.6 Supply of Alcohol

The supply of alcohol at the event will be subject to strict rules, in accordance with The Licensing Act 2003 and all Mandatory Licensing Conditions to ensure it is responsibly dealt with.

We will operate a 'Challenge 25' policy at the entrance to the event. Anybody without valid identification will be refused entry to the event.

A full bar management plan will be published closer to the event and made available to local authorities.

4.7 Other Information

4.7.1 Certificates of Safety

Including structural safety for any applicable structures, fire safety for marquees, electrical safety for generators and many others. These will be available in the weeks prior to the event and on the day.

4.7.2 Communications

Multiple radio frequencies will be used to enable effective communication amongst

and between the different teams.

The council and the police will be provided with a contact sheet prior to the event that will contain all these frequencies and a list of mobile phone numbers for use in case of radio failure.

All marshals and security personnel will be issued with a copy of the contact sheet on the day. The contact sheet will also contain the address of the site should anybody need to make a call for emergency services although ultimately this responsibility would fall with the Production Manager or Head of Security.

4.7.3 First Aid

First aid is to be provided onsite by St. Johns Ambulance, British Red Cross or an equivalent company in accordance with an independent risk assessment that they will carry out. They will be contactable at any point via radio. The Production Manager will be first aid trained and available for the duration of the set up and pack down.

4.7.4 Fencing

The site is already fairly secure due to its location and existing features.

If necessary, temporary fencing will be used to further secure the event site. Perimeter fencing will be in 3.5m lengths and 2m high.

Lightweight and load bearing barriers may also be used to aid in crowd control should they be necessary when planning the event security operations.

4.7.5 Refuse Management and Litter Clearance

No glass will be allowed into the event.

During the event refuse will be managed by a small team, ensuring bins in the event site are regularly emptied and the event site is kept clean.

Members of the public will not be allowed to leave the event with any cups or bottles, helping to reduce any litter dropped outside the event site.

At the end of the event a full litter sweep will be conducted both on the event site and in the areas leading to the event site including: The Gravel Car Park, The Park Café Area, The Roadway Leading From Cockfosters Road, and Cockfosters Road itself.

We aim to recycle and compost 100% of the refuse generated by the event. All refuse disposals will be dealt with by properly licensed companies and/or council facilities.

We aim to keep the event site tidy for the duration of the event and the Get Out, but the last thing we will do before we leave is an extensive litter sweep of the site and surrounding area.

4.7.6 Missing Persons or Property

Any lost property may be handed in to the control point, as can any reports of lost property. Property can be reclaimed at the event by direct description or afterwards via collection or post. Contact details for property reclaim will be clearly shown on the event website.

Lost persons can also report to the control point, as can reports of missing persons. The Production Manager will then be informed. An announcement will be made over the PA system on all stages and any other attempts to contact the missing person or relatives of lost person by phone or other method will be made.

4.7.7 Signage and Public Information

Access to the event will be clearly signposted from Cockfosters Station and Cockfosters Road.

All emergency exits will be clearly denoted using the standard form of white lettering on a green background, and illuminated by a suitable amount of light.

Other points of interest will be clearly signposted such as the main entrance, first aid and control point.

Signage and will also be used as our main method of conveying information to our public guests on points of interest, safety and security.

4.7.8 Toilets

Approximately 8 Portaloos and 2 Urinal Blocks will be available for public use within the arena, including 1 Disabled Unit.

2 Portaloos will be available backstage for Organisers/Crew/Artists/Staff.

Toilets and their surrounding areas will be well lit in darkness to reduce the risk of injuries or entrapment in the units.

4.7.9 Speed of Vehicles

A 5mph speed limit will be in action on site at all times during the event and our presence on site to prevent any accidents and/or collisions including cars and pedestrians attending the event. This will be signposted around the site and access routes.

4.7.10 Water Supply

Bottled water will be available for purchase at the bars for a reasonable price. Free bottled water will be available in the first aid tents if requested. Free bottled water will be provided for all artists, staff and crew.

Concessions will be asked to supply their own water and hand washing facilities.

4.7.11 Inclement Weather

In the event of bad weather conditions, the following steps will be taken to ensure that the safety of the public, staff, crew, and artists is not compromised.

In the planning of this event, care will be taken to ensure that it can operate in most weather conditions. Power cables and electrical devices used will hold the correct IP rating, protecting them against most weather types, however we realize that severe weather conditions may be a different case.

If severe weather that may affect the running of the event is predicted or begins to become apparent, arrangements will be made to eliminate risks on site, and the Production Manager will liaise with the local authority to discuss whether the event can continue to go ahead.

In extremely severe bad weather, the event will be cancelled and steps taken to ensure that anything on the site is safe to stay there for the duration of the weather conditions.

The contractors we are using for Marquees, Staging, and other structures have their own steps of action towards severe weather conditions. Contact details of support teams will be available in the Production Office during the event, and emergency call out teams can be sent to dismantle stages and marquees to minimize the risk of over turning or collapsing.

In the week before the event the organisers will monitor MET office weather updates twice daily.

4.7.12 Concessions

There will be one concessions facility on the event site serving hot and cold food and drink to the public.

Once the concessions provider has been confirmed we will provide local authorities with their registration details and a copy of their last premises inspection report.

Copies of their gas safety certificates, public liability insurance and risk assessments will be retained by the event organisers and made available to local authorities if requested.

4.7.13 Public Transport

Taxi

The public will be encouraged to pre-book taxi's before the event starts as it is such a busy evening for transport links.

We will liaise with a local licensed minicab office to provide taxi's to any public wanting them but not having existing bookings.

Tube / Bus

Unfortunately London Underground have not yet confirmed the seasonal timetable.

We have been advised by London Underground that the current guidelines suggest trains will leave from Cockfosters towards central London approximately every 10-20 minutes between the hours of 04:00 and 10:00 on 1st January 2012.

Once the timetables are released a full transport assessment will be made of the local area to assist in dispersion. Effective communication methods will be employed to convey travel options to the public to reduce disruption.

5. Emergency Procedures

All instances are to be reported by marshals to the production manager or head of security via radio. The security team or first aid team can then be informed as appropriate.

5.1 Police Assistance Required

Any issues arising during the running of the event will be dealt with where possible by the SIA licensed security team. The head of security may decide at any point whether police assistance is required. If this does become the case then the head of security will inform the Production Manager by radio, who will then telephone the police on 999 or directly to the local station in order to request their assistance. Emergency services assistance method will then begin.

Please see attached method statement for emergency services assistance.

5.2 Ambulance Required

In the first instance, an on site first aid team will attend to any casualties. Should they decide that an ambulance is required they will inform the Production Manager via radio. The Production Manager will then call emergency services for an ambulance. If radio links fail then the first aid team will call 999. Emergency services assistance method will then begin.

Please see attached method statement for emergency services assistance.

5.3 Emergency Evacuation

Emergency evacuation due to fire or other threats to safety will follow the procedure set out in the emergency evacuation method statement.

Please see attached method statement for emergency evacuation.

6. Special Considerations

Statement Of Intentions

As organisers we intend to build on our success with other events, maximizing the positive benefits we offer to arts, culture and communities whilst minimising any disruption or disturbance.

To satisfy the four main licensing objectives we intend:

- To provide a safe, enjoyable, and successful event of leading standards.
- To provide a high standard of planning, organisation, and management.
- To listen and respond to the needs of local residents and communities.
- To work in partnership with Enfield Council, Police, Fire, and Ambulance services, and to involve the authorities in agreeing priorities and setting standards.

6.1 Public Nuisance

6.1.1 Event Sound

A full event Noise Assessment & Noise Management Plan has been produced to ensure that the sound levels that our event is producing do not cause adverse disturbance to the surrounding area.

Please see document: Noise Assessment and Noise Management Plan

6.1.2 Crowd Noise

Crowd noise is not expected to be a problem Pre-Event. Crowds arrive slowly throughout the day.

Post-Event noise will be minimal, as people will leave quickly on a short walk to the station or by car or taxi. At the end of the event announcements will be made asking for the public's co-operation in leaving quietly.

We are currently preparing a new crowd dispersion method statement based on expected numbers coming to the event. This will be available in the weeks prior to the event.

6.1.3 Publicity

In the past we have found that publicity is the best combat we have against public nuisance.

Targeted publicity efforts will ensure that people in the local area know of the event, understand its nature and timings and know how to contact us if they need to.

6.1.4 Lights

All effects lighting will be contained by the marquees and surrounding trees.

All security and site lighting will be kept below the sightline from the houses over the top of the hedgerows and trees to prevent direct spillage into any windows and neighbouring areas.

6.2 Crime and Disorder

6.2.1 Drugs

All guests to the event will be searched upon entry, any drugs found will be confiscated, the offending patron detained and the police called.

6.2.2 Violence

Violence of any sort is not expected from our guest profile and is very much frowned upon in the ethos of the event. However measures will be in place to prevent and/or deal with any incidents effectively. All guests will be searched on entry, any weapons found will be confiscated and the police called. Violent persons will not be admitted to the site. A licensed security team will be available for easy deployment to any incident on or off site.

6.2.3 Dispersion

After the event crowd dispersion will be of top priority and will be carried out by the marshals and security team. It is estimated any crowd leaving after the event can be fully dispersed from the site within 30 mins.

6.3 Prevention of Harm to Children

The event is an over 18's event only, so we do not anticipate any problems with the prevention of harm to children.

A strict 'Challenge 25' policy will ensure that no children can make their way into the event.

Guests will not be allowed to take any alcohol away from the event, helping to prevent it from falling into the wrong hands.

6.4 Public Safety

6.4.1 Glass, Fireworks, Sparklers

No glass, fireworks or sparklers will be allowed onto the site at any time, any glass containers found during searches will be disposed of and the contents decanted into plastic cups if the guest so desires.

6.4.2 Security

Our team of SIA Licensed security personnel will control the entrances, exits and sensitive points on the site for the duration of the events, and we also have over night security to ensure the safety of the equipment and personnel on site.

The marshals will be the public face, and present for the whole day to assist the security team. They will be fully briefed before the event, and will know how to deal with situations.

6.4.3 Overcrowding

Guests arriving at the main entrance will be counted in and out so that we are clear on numbers on site at any point during the event. The event will be advertised as strictly advanced tickets only to prevent numbers in excess of those anticipated turning up to the event.

6.4.4 Structures

All Temporary Structures used on site will have safety documents, and information available with them. They will be flame retardant to British Standards (with Certificates where possible), and be erected in a safe and responsible manner by experience crew, who are trained properly and adequately to carry out their jobs.

6.4.5 Evacuation

An evacuation procedure will be available and known by all staff working on the event.

6.4.6 Method Statements and Risk Assessments

We are constantly re-evaluating and re-writing these very important documents as plans for the event evolve. A full set of risk assessments will be available in the week before the event covering all activities happening onsite in detail.

We work to a very high standard of good practice and ensure that all work is carried out in a safe environment and working order. Staff working onsite will be fully trained and briefed with respect to the risk assessments.

6.4.7 Pedestrian and Vehicular Traffic

There are some points in the park on the route from Cockfosters Road to the event site that pedestrians and traffic will be in close proximity. Care will be taken to ensure that the speed limit is strictly enforced and that pedestrians remain on footpaths where possible.

7. Other Documentation

Over the next 2 months we will work in partnership with the authorities on the detailed planning of the event. This will lead to the creation of several other documents, which together will constitute The Production Bible. The Production Bible will be available in electronic or printed format and may be requested at any point throughout its progress by contacting the Production Manager. A final copy of the production bible will be circulated to all parties 7 days before the event.

8. Appendix

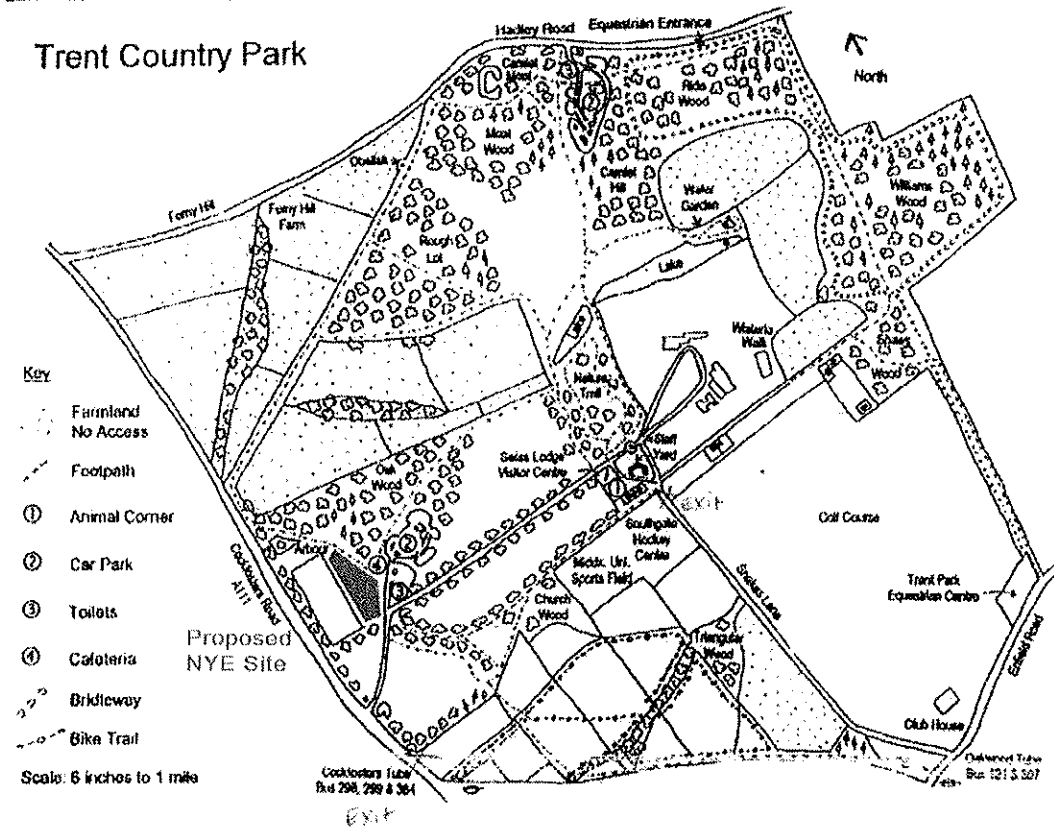
The following documents can be found as part of the appendix:

1. Trent Country Park Map with Proposed Event Site
2. Aerial photograph of proposed event site.
2. Risk Assessments
3. Method Statements
3. Site Plans
4. Noise Assessment & Noise Management Plan

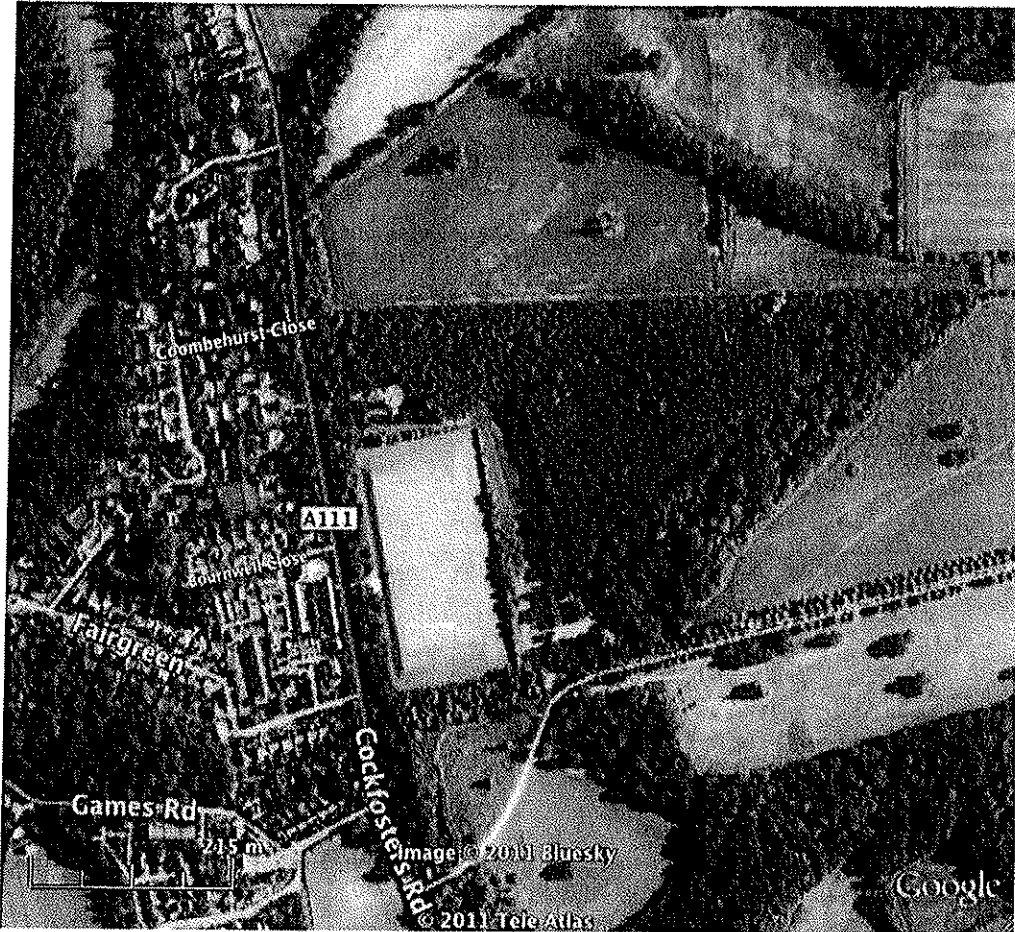
At present we have no completed risk assessments or method statements. These will be compiled and available shortly.

Trent Country Park Map with Proposed Event Site

The proposed site has been checked with Park Manager John Taylor who is happy with its suitability.



Aerial Photograph of Proposed Event Site



Venue NYE 2011 at Trent Country Park	HEALTH & SAFETY Risk Assessment	RA 1
--	--	------

Activity	Overcrowding at Cockfosters tube station post event.
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Description of operation
Public travelling by London Underground will travel through Cockfosters Station in a short amount of time. Capacity of the event is 800 and dispersion will take place over one hour between 06:00 and 07:00. London Underground have advised that services will run continuously from Cockfosters towards central London throughout the night, and during the dispersion period will run once every 20 minutes. The capacity of a 6 carriage tube is 916 persons. The average amount of people passing through Cockfosters station in a peak period (3 hours) is 957.

Who is affected by this operation?									
Staff/Crew		Performers		Public	x	Young people		Pregnant Women	

Description of hazards / risks	Likelihood	Severity	Risk Factor	Risk (before precautions have been taken)
1. Injury caused by crushing.	2	6	12	Medium
2. Injury caused by being pushed onto the tracks due to overcrowding.	2	6	12	Medium

Recommended precautions
1. None at present.

Description of hazards / risks	Likelihood	Severity	Risk Factor	Risk (after precautions have been taken)
1.				

Details of further action required
Re-asses the activity if an accident, near miss or change in operation takes place.

Assessed by	Lee Denny	Position	Production Manager	Signed		Date	3/11/11
-------------	-----------	----------	--------------------	--------	--	------	---------

Likelihood	1 Very unlikely	2 Unlikely	3 May occur	4 Likely	5 Very likely	6 Will occur
Severity	1 Very minor injury	2 Minor injury	3 Lost time to injury	4 Major injury	5 Single fatality	6 Multiple fatality
Risk Factor 0-6 Low Risk factor above 6 Improve if possible		Risk Factor 7-17 Medium Risk factor above 12 Further action required		Risk Factor 18-36 High Immediate action required		

Approved by: [Signature]
Date: [Date]

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Approved by: [Signature]
Date: [Date]

Procedure

Discovery of potential threat to safety

Personnel Involved

Production Manager, Head of Security, Security Staff, Stewards, Technical Staff

Status

Draft

Method

1. Upon discovering a fire or other threat to safety the member of staff should inform the production manager and head of security via the nearest radio point using the code word 'Mr Jet'
2. The production manager or head of security will then attend the incident and proceed to tackle it with staff if safe to do so.
3. If it is not possible to safely control the incident then the emergency evacuation procedure must begin immediately.

Procedure

Emergency Evacuation of Event Site

Personnel Involved

Production Manager, Head of Security, Security Staff, Stewards, Technical Staff

Status

Draft

Method

1. Production manager will take the decision to evacuate the event site, if the production manager is unavailable then the head of security may take the decision on his behalf.
2. Production manager or head of security will inform all staff via radio that an evacuation has begun.
3. Technical staff will turn off all music and switch on emergency lighting.
4. Security staff and stewards will open emergency exits and take their designated positions along the evacuation route.
5. Security staff and stewards will ask public in their locality to leave quickly and calmly, and assist them in joining the evacuation route.
6. Public will be guided along the evacuation route towards the fall out zone.
7. The fall out zone is designated as the car park next to the country park café.
8. Technical staff should make their way to the non-emergency generators and shut them down if safe to do so.
9. All staff should leave the event site and head to the fall out zone immediately after the public.
10. Production manager and head of security to ensure all public areas are clear and then proceed to the fall out zone.
11. Production manager or head of security will call emergency services as soon as safely possible.
12. Emergency Services assistance procedure will begin.

Procedure

Emergency Services Assistance

Personnel Involved

Production Manager, Head of Security, Security Staff, Stewards

Status

Draft

Method

1. The production manager should primarily make any call to the emergency services, should any other staff have made the call then the production manager must be informed by radio as soon as possible.
2. The production manager will inform the head of security that the emergency vehicle is on its way and inform him of the details of the incident.
3. The head of security will inform the Cockfosters Road gate team and deploy security team to the gravel car park.
4. The Cockfosters Road gate team will open all vehicle gates and make themselves easily visible from Cockfosters Road. They will look out for approaching emergency services.
5. The Cockfosters Road gate team will instruct the emergency services in reaching the event site from the park entrance.
6. Stewards positioned on the roadway will further assist in their reaching the event site.
7. Once the emergency services reach the gravel car park, the security team deployed earlier will greet them and assist them in reaching the incident on the event site.

Production Manager, Head of Security, Other Staff

Production Manager, Head of Security, Other Staff

Procedure

Making a call to the emergency services

Personnel Involved

Production Manager, Head of Security, Other Staff

Status

Draft

Method

1. Upon discovering a fire or other threat to safety the member of staff should inform the production manager via the nearest radio point.
2. The production manager will then attend the incident and decide whether emergency assistance is required.
3. If the production manager is unavailable then the head of security may take the decision on his behalf.
4. If both the production manager and head of security are unavailable then any person may call the emergency services if necessary.
5. When calling the emergency services location information will be given as below:

*New Years Eve Celebration Event
Trent Country Park
Cockfosters Road
Barnet
Hertfordshire
EN4 OPS*

The event is in the overflow car park next to the café area. Please use the cockfosters road entrance to the park where you will be met by our security team.

NYE MUSIC AND ARTS FESTIVAL

31st December 2011 – 1st January 2012

TRENT COUNTRY PARK

**NOISE ASSESSMENT &
NOISE MANAGEMENT PLAN**

DRAFT

25 October 2011

Contents

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Appendix 1

- 1.1. Noise Assessment Methodology
- 1.2. Noise Assessment Methodology
- 1.3. Noise Assessment Methodology
- 1.4. Noise Assessment Methodology
- 1.5. Noise Assessment Methodology
- 1.6. Noise Assessment Methodology
- 1.7. Noise Assessment Methodology
- 1.8. Noise Assessment Methodology

Appendix 2

1. Introduction

- 1.1 The proposed event is a New Years Eve Celebration on Saturday 31st December 2011. The event is due to take place between 1800hrs on the 31st and 0600hrs on the 1st January 2012.
- 1.2 The purpose of this document is to provide an assessment of the noise impact of the event on existing nearby residential properties and to describe the sound control and monitoring scheme that will be put in place to minimise the music noise levels. The practical measures that will be adopted to achieve compliance with any conditions are described in Section 5.
- 1.3 It is intended that this document is considered a ‘working document’ which will evolve with ongoing liaison between the Event Promoters and Enfield Council.
- 1.4 A glossary of acoustic terms is shown in Appendix A.

2. Entertainment Noise Criteria

Noise Council Code Of Practice¹

- 2.1 The established guidance for noise from outdoor music events is contained in the Noise Council’s Code of Practice on Environmental Noise Control at Concerts (1995).
- 2.2 The recommended noise limits contained within the Code of Practice for events held between the hours of 09:00 and 23:00 hours are summarised in Table 1 below.

Table 1: Recommended Noise Limits

Concert days per calendar year, per venue.	Venue Category	Guideline (As measured 1 meter from the façade of any noise-sensitive premises.)
1 to 3	Urban Stadia or Arenas	The MNL should not exceed 75 dB(A) over a 15 minute period.
1 to 3	Other Urban and Rural Venues	The MNL should not exceed 65 dB(A) over a 15 minute period.
4 to 12	All Venues	The MNL should not exceed the background noise level by more than 15 dB(A) over a 15 minute period.

- 2.3 The recommended noise limits contained within the Code of Practice for events held between the hours of 23:00 and 09:00 hours are:

Music noise should not be audible within noise-sensitive premises with windows open in a typical manner for ventilation.

Control can be exercised in this situation by limiting the music noise so that it is just audible outside the noise sensitive premises. When that is achieved it can be assumed that the music noise is not audible inside the noise-sensitive premises.

- 2.4 The Code of Practice recognizes that noise in terms of dB(A) may underestimate the intrusiveness of low frequency noise and concludes that it may be necessary to set an additional criterion in terms of low frequency noise (C- weighted) or apply additional control conditions.

IOA Technical Paper: Proc IOA Vol. 28. Pt.7 2006; Griffiths and Stauntonⁱⁱ

- 2.5 This paper gives further clarification to the Code of Practice's recommendations on noise from events regarding Night Time Noise and Low Frequency Limits.

- 2.6 The conclusions of the research regarding Night Time Noise state that:

2.6.1 The absolute criterion of 45dB(A) outside a premises is sufficient to achieve the World Health Organisations internal LAeq guidance level of 30dB to preserve the restorative process of sleep.

2.6.2 The onset of noise complaints at all night music events closely correlates to the transgression of a 45dB level outside noise sensitive premises.

2.6.3 Many events and authorities have successfully adopted the 45dB night time noise limit. The use of this objective criterion is therefore recommended for further consideration when dealing with an infrequent all night event.

- 2.7 Subsequently, the noise from the proposed event should adequately be controlled by the provision of a condition based on 45dB at the façade of the nearest noise sensitive premises.

- 2.8 The conclusions of the research regarding Low Frequency Noise state that:

2.8.1 At open air venues, the increase over background 'A' weighted criterion works well at minimizing complaints near to a venue.

2.8.2 The 'A' weighted criterion can underestimate annoyance at greater distances from the venue (in excess of 2km) as the mid to high frequency

energy is quickly attenuated with respect to low frequency and the expectation of people living some distance from the event being that the concert should be inaudible.

2.8.3 Sound pressure levels in excess of 80dB in the 63Hz or the 125 Hz octave bands recorded *in excess of 2km* from the concert, are likely to give rise to complaints of low frequency noise. Levels below 70dB are likely to be acceptable at this distance or further away.

2.9 Subsequently, the noise from the proposed event should adequately be controlled by the provision of a condition based on an A-weighted Leq.

Defra Noise From Pubs and Clubs (Phase II)ⁱⁱⁱ

2.10 Recently DEFRA commissioned research to scrutinise different methods for assessing the impact of entertainment noise from pubs and clubs at night and to develop an appropriate rating method to complement the application of the provisions of the Noise Act 1996 to licensed premises, concentrating on levels experienced after 2300hrs.

2.11 In this study the majority of members of the public recruited as laboratory test subjects reported the ability to tolerate a modest degree of audibly intrusive entertainment noise and that the threshold of audibility did not equate to a measure of acceptability.

2.12 The noise metric that provided the best overall prediction of subjective ratings was the Absolute LAeq.

3. Noise Predictions

3.1 Noise predictions have been made at the seven nearest noise sensitive-locations. The stage music source (PA) locations and prediction locations are shown in figure 1 below:

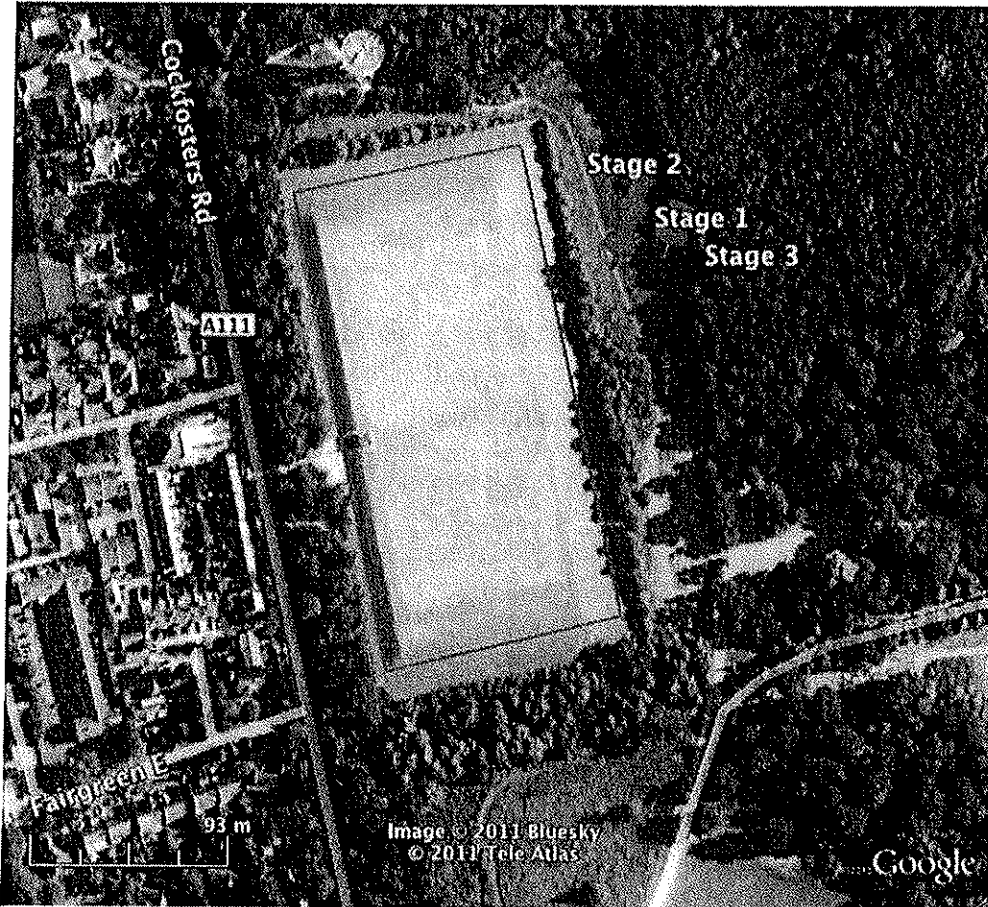
Figure 1: PA and Noise Sensitive Locations



- 3.2 Noise predictions have been made based on information supplied of the main sound sources across the event site.
- 3.3 The following assumptions have been made in predicting noise levels at the nearest noise sensitive locations.
 - 3.3.1 Noise predictions have been made based on the intended coverage of the sound system for each stage, to achieve a music noise level of 94 dB(A) at a distance of 2m from the sound source on each stage. The predictions provide for a worst-case scenario during the event with all stages operational at the same time. It is understood that this will occur at some points during, but not for the duration of the event.
 - 3.3.2 An orientation correction of 0dB between 0 and 40 degrees, rising to 6dB at 90 degrees and 18dB at 180 degrees in relation to the stage position is assumed for noise sensitive properties.
 - 3.3.3 Tents will provide nominal 3dB attenuation.
 - 3.3.4 Distance attenuation is based on progressive attenuation rate under neutral meteorological conditions.
 - 3.3.5 An attenuation has been considered for the effect of one topographical feature between the sound sources and residential properties at Cockfosters Road and North Lodge. BS 5228 Code Of Practice for Noise and Vibration Control on Construction and Open Sites (2009)^{iv} gives a working approximation of the effect of a barrier or other topographical feature between the source and receiving position. An attenuation of 10 dB is assumed when the noise screen completely hides the source from the receiver.
 - 3.3.6 No other topographical features have been accounted for.

3.4 The following Figure 2 shows the location of the topographical feature that will act as a noise barrier. The elevation of the feature rises to 5m within the red outline.

Figure 2: Topographical Feature That Will Act As A Noise Screen



3.5 The following Table 2 shows predicted noise levels at noise sensitive properties.

Table 2: Predicted Noise Levels

Stage 1						
Reference Level /dB	94.00					
Reference Distance /m	2.00					
Noise Sensitive Site	Distance /m	Distance Attenuation /dB	Tent Reduction /dB	Topographical Barrier Reduction /dB	Orientation Correction /dB	Result /dB(A)
Cockfosters Road	190.00	39.55	3.00	10.00	18.00	23.45
Upper Cockfosters Road	370.00	45.34	3.00	0.00	18.00	27.66
Hadley Road	970.00	53.71	3.00	0.00	18.00	19.29
Golf Course	1400.00	56.90	3.00	0.00	0.00	34.10
Snakes Lane	816.00	52.21	3.00	0.00	0.00	38.79
Westpole Close	929.00	53.34	3.00	0.00	3.00	34.66
North Lodge	405.00	46.13	3.00	10.00	4.00	30.87

Stage 2						
Reference Level /dB	94.00					
Reference Distance /m	2.00					
Noise Sensitive Site	Distance /m	Distance Attenuation /dB	Tent Reduction /dB	Topographical Barrier Reduction /dB	Orientation Correction /dB	Result /dB(A)
Cockfosters Road	199.00	39.96	3.00	10.00	6.00	35.04
Upper Cockfosters Road	370.00	45.34	3.00	0.00	18.00	27.66
Hadley Road	953.00	53.56	3.00	0.00	18.00	19.44
Golf Course	1400.00	56.90	3.00	0.00	6.00	28.10
Snakes Lane	814.00	52.19	3.00	0.00	6.00	32.81
Westpole Close	946.00	53.50	3.00	0.00	0.00	37.50
North Lodge	421.00	46.47	3.00	10.00	0.00	34.53

Stage 3						
Reference Level /dB	94.00					
Reference Distance /m	2.00					
Noise Sensitive Site	Distance /m	Distance Attenuation /dB	Tent Reduction /dB	Topographical Barrier Reduction /dB	Orientation Correction /dB	Result /dB(A)
Cockfosters Road	214.00	40.59	3.00	10.00	18.00	22.41
Upper Cockfosters Road	380.00	45.58	3.00	0.00	6.00	39.42
Hadley Road	964.00	53.66	3.00	0.00	0.00	37.34
Golf Course	1387.00	56.82	3.00	0.00	3.00	31.18
Snakes Lane	793.00	51.96	3.00	0.00	6.00	33.04
Westpole Close	926.00	53.31	3.00	0.00	18.00	19.69
North Lodge	413.00	46.30	3.00	10.00	18.00	16.70

- 3.6 Table 3 below shows the predicted noise levels at the nearest residential properties with all stages running simultaneously.

Noise Sensitive Site	Stage 1	Stage 2	Stage 3	Totals dB(A)
Cockfosters Road	23.45	35.04	22.41	35.55
Upper Cockfosters Road	27.66	27.66	39.42	39.97
Hadley Road	19.29	19.44	37.34	37.48
Golf Course	34.10	28.10	31.18	36.56
Snakes Lane	38.79	32.81	33.04	40.60
Westpole Close	34.66	37.50	19.69	39.37
North Lodge	30.87	34.53	16.70	36.14

4. Noise Assessment

- 4.1 The guidance from the Code of Practice advises that for rural areas used for 1-3 events per calendar year, a Music Noise Level of 65 dB(A) over a fifteen minute period at the nearest noise sensitive premises is recommended for events finishing no later than 23:00.
- 4.2 For entertainment up to 23:00, the predicted noise levels at all the prediction locations show that a noise level of not more than 65dB(A) will be achieved and is therefore within the guidance of the Code of Practice on Environmental Noise Control at Concerts.
- 4.3 The guidance from the IOA technical paper in quantifying the Code of Practice's criterion for events running between 23:00 and 09:00 recommends a Music Noise Level of 45dB(A) over a fifteen-minute period at the nearest noise sensitive premises is sufficient to prevent nuisance.
- 4.4 For entertainment between 23:00 and 09:00, the predicted noise levels at all the prediction locations show that a noise level of not more than 45dB(A) will be achieved and is therefore within the collaborative guidance of the Code of Practice on Environmental Noise Control at Concerts and the Institute Of Acoustics.
- 4.5 It should be noted that the predictions are based on the worst-case scenario of all stages operating simultaneously.

5. Noise Management Plan

5.1 Careful consideration will be given to implementing and exercising a noise control programme during sound checks and event to control entertainment noise from the venue.

5.2 This noise management plan follows procedures that have been successfully adopted at outdoor events throughout the UK, including other events by the same organisers.

5.3 Pre Event Information

5.3.1 A designated member of the event management team will be solely responsible for the management of noise during the event.

5.3.2 That member will have direct communication with all parties through site radios.

5.3.3 A direct telephone complaints line to the designated member will be made publicly available for the duration of the event.

5.3.4 A letter will be circulated to local residents at least 2 weeks prior to the event, informing them of the details of the event and including start and finish times of both the event and any sound-checks and include a dedicated telephone number for noise complaints.

5.3.5 Should any noise complaints be received, a member of the event management team will investigate the complaint taking noise readings and if noise levels are above those specified in the licence conditions, immediate action would be taken to reduce the levels at the noise source.

5.3.6 A complaints log will be maintained throughout the event, detailing addresses of complaints, times and actions.

5.3.7 The organisers will advise the Environmental Health Department of the likely times of rehearsals and sound-checks, although this is unlikely to be known until very near the production set up.

Noise Control Procedures

5.4 Sound Propagation Tests

5.4.1 On the day of the event, the production team will carry out short sound checks and as part of this process, the designated member for noise management will undertake sound propagation tests to correlate the music noise levels at the mixing desk with those observed at the most sensitive premises. The results of these tests will be used to 'fine tune' the sound system in order to maximise the containment of music and set an appropriate sound limit at the mixer positions.

5.5 Sound Control within the Venue

5.5.1 The music sound levels at the mixing desk position will be monitored in terms of 15 minute LAeq values. Sound level readings will be taken from each stage at the following times:

Stage 1: 00 to 15 past each hour.

Stage 2: 15 to 30 past each hour.

Stage 3: 30 to 45 past each hour.

5.5.2 The sound engineers on each stage will be informed of the position of the music sound levels and immediate instructions will be issued to them if it appears that the limit may be exceeded at any point.

5.5.3 The designate member for noise management will be in radio contact with colleagues at external monitoring positions. Off site levels will be checked intermittently at the Noise Sensitive Premises - if they begin to approach the limits reductions will be immediately requested at the event site.

5.6 Sound Monitoring outside of the Venue

5.6.1 Noise measurements outside of the site will be taken as necessary and in response to any complaints that may be received. Action necessary to ensure the noise limit is not exceeded will be transmitted by radio through to the designated member for noise and immediate instructions issued to the sound engineers to resolve any problems.

5.7 A summary report will be produced after the event which will include all the noise level measurements made at each position. This will be made available to the local authority.

6. Glossary

6.1 Noise is defined as unwanted sound. The range of audible sound is from 0dB to 140dB, which is taken to be the threshold of pain. The sound pressure detected by the human ear covers an extremely wide range. The decibel (dB) is used to condense this range into a manageable scale by taking the logarithm of the ratio of the sound pressure and a reference sound pressure.

6.2 A table of typical decibel comparisons:

Sound Level, dB(A)	Environmental Condition
0 – 10	Threshold of hearing
10 - 20	Broadcasting Studio
20 – 30	Bedroom at night
30 – 40	Library
40 – 50	Living room urban area
50 – 60	Typical Business Offices
60 – 70	Conversation Speech
70 – 80	Average traffic on street corner
80 – 90	Inside bus
100 – 110	Alarm Clock (1m away)
110 – 120	Loud car horn (1m away)
120 – 130	Pneumatic drill (1m away)
130 - 140	Threshold of pain

6.3 The unit of frequency is Hz. 1 Hz is one pressure fluctuation in one second. The frequency response of the ear is usually taken to be about 16Hz (number of oscillations per second) to 18,000Hz. The ear does not respond equally to different frequencies at the same level. It is more sensitive in the mid-frequency range than at the lower and higher frequencies, and because of this, the low and high frequency component of a sound are reduced in importance by applying a weighting (filtering) circuit to the noise measuring instrument. The weighting which is most used and which correlates best with the subjective response to noise is the dB(A) weighting. This electronic filter matches the variation in the frequency sensitivity of the meter to that of the human ear. This is an internationally accepted standard for noise measurements.

6.4 The ear can just distinguish a difference in loudness between two noise sources when there is a 3dB(A) difference between them. Also when two sound sources of the same noise level are combined the resultant level is 3dB(A) higher than the single source. When two sounds differ by 10dB(A) one is said to be twice as loud as the other.

6.5 The subjective response to a noise is dependent not only upon the sound pressure level and its frequency, but also its intermittency. Various statistical indices have been developed to try and correlate annoyances with the noise level and its fluctuations in a changing noise environment. The indices and parameters used in this report are defined below:

6.5.1 LAeq: Equivalent Continuous Sound Pressure Level The A-weighted sound pressure level of a steady sound that has, over a given period, the same energy as the fluctuating sound under investigation. It is in effect the energy average level over the specified measurement period (T) and is the most widely used indicator for environmental noise.

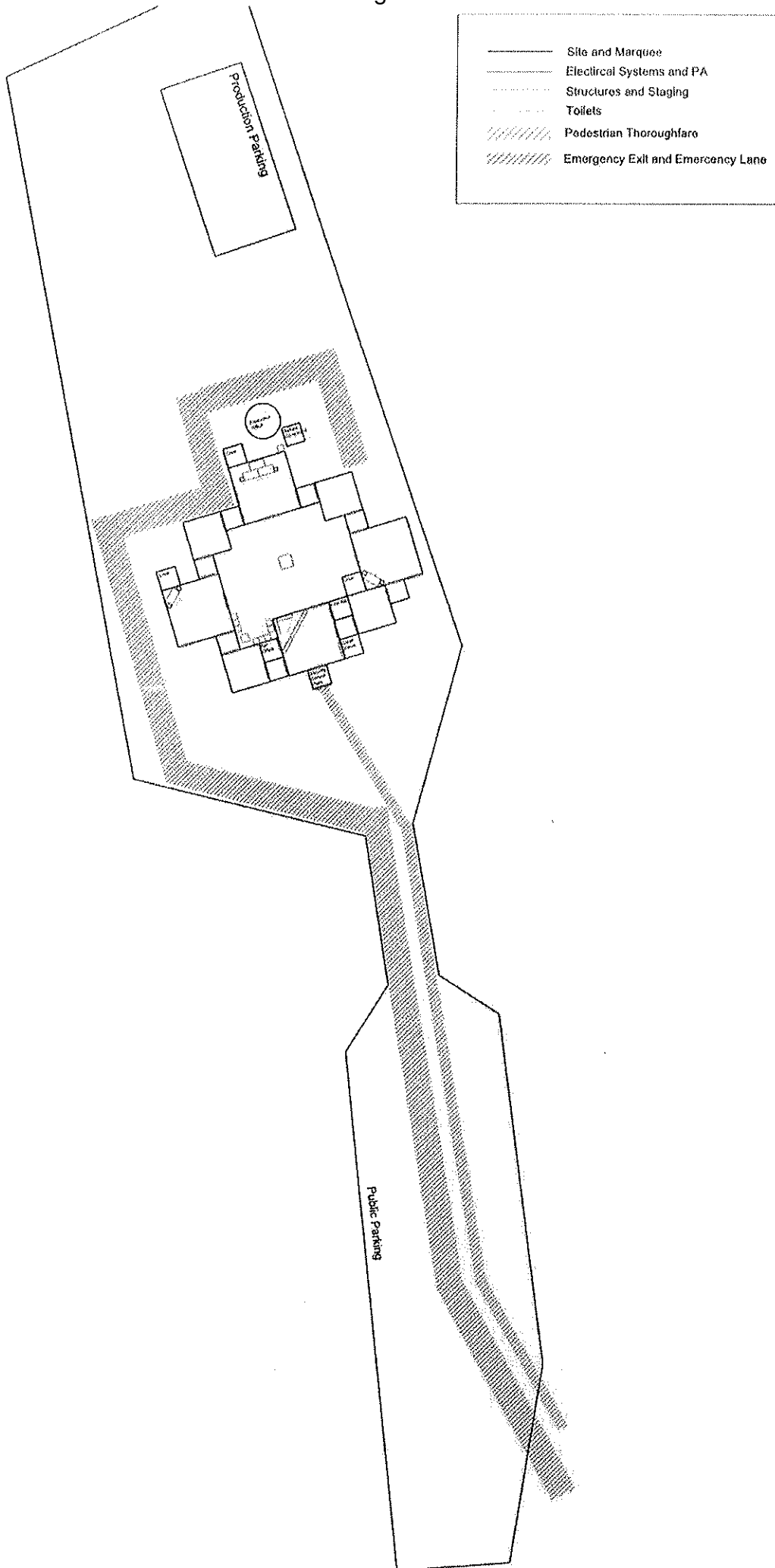
7. References

ⁱ Code of Practice on Environmental Noise Control at Concerts, Noise Council, 1995.

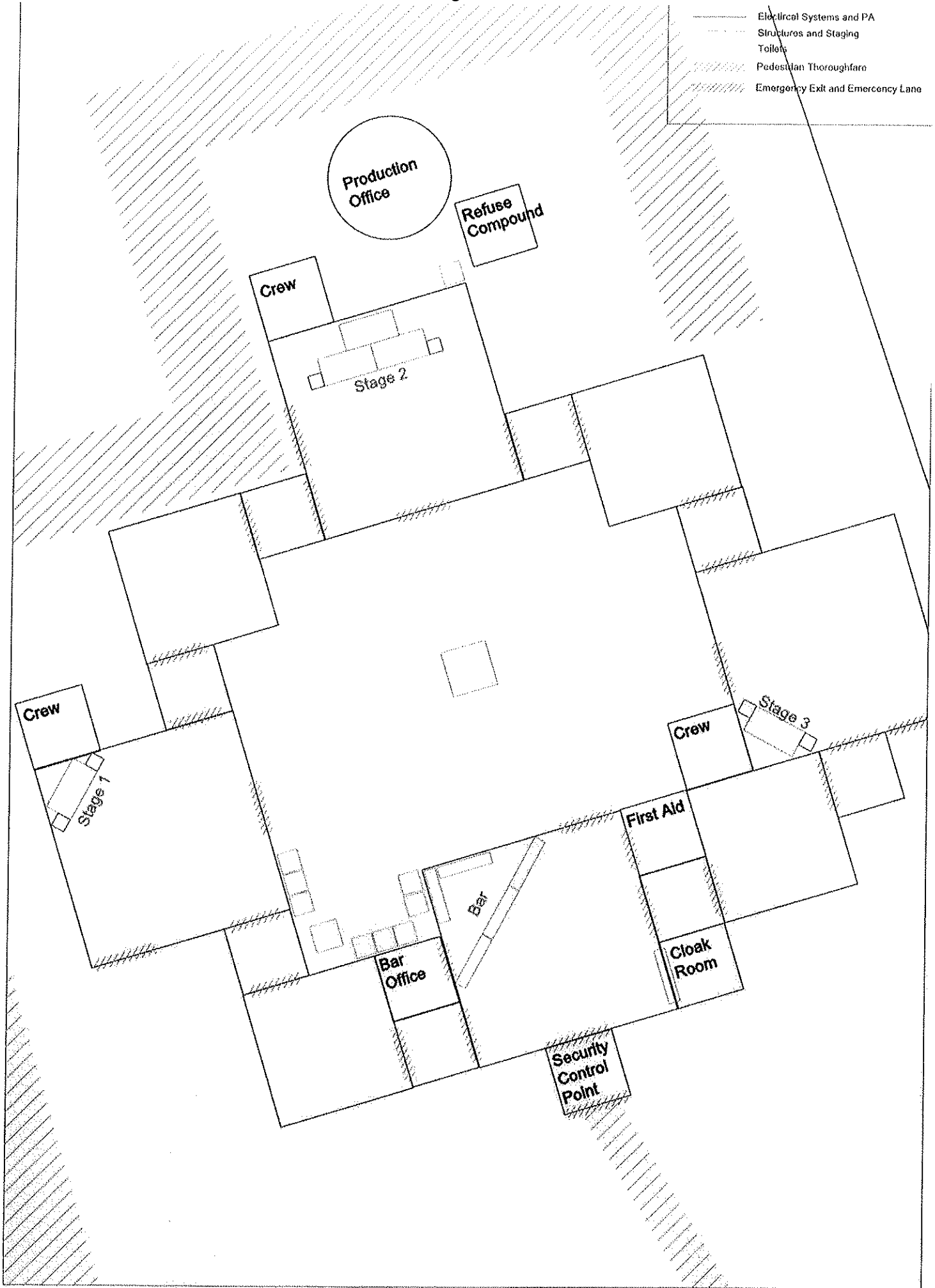
ⁱⁱ A Review of The Noise Council Code of Practice on Environmental Noise Control at Concerts, Proc IOA Vol. 28. Pt.7 2006: Griffiths and Staunton.

ⁱⁱⁱ Noise from Pubs and Clubs Phase II, Defra, 2006.

^{iv} BS 5228 Code Of Practice for Noise and Vibration Control on Construction and Open Sites, British Standards, 2009.



- Electrical Systems and PA
- Structures and Staging
- Toilets
- Pedestrian Thoroughfare
- Emergency Exit and Emergency Lane



INTERESTED PARTY 01

Email

From: Douglas Farnall [mailto:douglasfarnall@googlemail.com]
Sent: 14 November 2011 16:07
To: Licensing
Subject: Trent Park

Dear Sir/Madam

We are astonished to see the notice regarding planning permission at Trent Park for New Years Eve into New Years Day. We totally object to this on the grounds of noise as events in the past during the day have been clearly heard from our property and this being proposed for all night event will be worse as noise travels much further at night and interferes with a much larger area of residential property. We believe that giving a licence to sell alcohol until 5 am New Years Day is completely unacceptable and will encourage anti social behaviour in the area. We consider a responsible council would want to discourage all night drinking as this often leads to anti social behaviour and vandalism. Please consider the local residents and rate payers of Enfield of which many would not have read the notices displayed in the park and are unaware of the proposed event.

Mr and Mrs D Farnall
134 Enfield Road
Enfield EN2 7HL
0208 363 6931

INTERESTED PARTY 02

Email

From: Harvey Berger [mailto:harveyberger@greenbee.net]
Sent: 30 November 2011 19:23
To: Licensing
Subject: Objection to granting of Alcoholic Licence

Dear Sirs,

New Year's Eve in Trent Park

My wife and I live at 18 Chalk Lane opposite Trent Park.

We object most strongly to the granting of an Alcoholic Licence to the organisers of the New Year's Eve Celebration to be held in Trent Park from 6.00 pm on the 31 December 2011 to 6.00 am on the 1 January 2012.

The grounds of our objection are the length of the event and the potential for:

1. Excessive noise arising from the celebrations
2. Drunken and irresponsible behaviour
3. Parking problems in Chalk Lane and surrounding roads should there be insufficient parking in Trent Park
4. Noise arising from people collecting their cars after the celebrations have ended
5. Noise when cars leave the area
6. Property damage

There is also the question of police being taken away from other and more pressing criminal activities.

Yours faithfully.

Harvey Berger

INTERESTED PARTY 03

CHALK LANE AREA RESIDENTS ASSOCIATION

Mr. P. Redman Chairman
Mr. T. Lawman Vice-Chairman & PR Officer
Mr. H. Berger Treasurer & Membership
Mr. D. Alexander Acting Secretary

Miss S. Adams
Mr. A. Perkin
Mr. D. Watford

1 Games Road, Barnet, Herts. EN4 9HN
☎ 020 8449 6696

Mark Galvayne
Principal Licensing Officer
Environment Department
London Borough of Enfield

30/11/2011

Dear Mr. Galvayne,

Objection to Council's application for a premises licence re Trent Park

At my Association's AGM last night I was instructed by an overwhelming vote to write to you to object to the Council's application of 4th November for a Premises Licence to permit the sale of alcohol and have dancing from 6 pm. 31st December 2011 till 6 am. 1st January 2012 in Trent Park.

The first ground for the objection is the prevention of potential public nuisance. Members were convinced that the parking space in Trent Country Park would be very unlikely to accommodate all the cars belonging to event attendees and staff, and some attendees may choose not to park there. There will be no public transport for attendees from north, east and west. There will be nothing to stop cars being parked outside residents' houses in Chalk Lane, Games Road, Verwood Drive, etc., including by people without pre-tickets, thus potentially exposing those residents to being woken at any hour in the night by noisy party goers leaving or returning to their cars.

The second ground for our objection follows a point raised at the AGM when a member stated that this type of licence can only be granted for events of no more than 499 people. Although the Council has not stated the number of people for the event – in itself a serious deficiency in the application document - the organiser proposes actually to sell 800 tickets and have up to 50 event organisers. Will the Council be open to legal actions?

Yours sincerely, Donald Alexander, Acting Secretary

IPA

2 Coombehurst Close
Hadley Wood
Barnet
Herts EN4 0JU

Tel: 020-8440-4776

27th November 2011

Mr Lee Denny
Frobscottle Ltd
2 Hawkesbrook Lane
Beckenham
Kent BR3 3SR

Dear Sir

Thank you for your letter of 23rd November informing me that you were planning a celebration party at Trent Park on New Years eve. While noting that you are committed to minimising the adverse effects to local residents and the environment, I am horrified.

The reasons may be summarised as:

1) NOISE. You are proposing about 800 people "fully licensed by Enfield Council" to take part between 6.00pm and 6.00am. You don't say whether, or how, they will be entertained. I suppose by music and possibly fireworks and alcohol. It is bound to be loud. This is a quiet neighbourhood and I suggest that after say 1.00am (and before say 9.00pm) it will be both unnecessary and destructive of our environment. The disturbance will be very hard to bear and your suggestion of a Noise Control Officer is inadequate and likely to be ineffective in keeping the noise down Why does it need to be so early and so late?

2) TRANSPORT. We live in a private road. The Council has heretofore been very careful to make sure that cars seeking entrance to Trent Park for such events are restricted and controlled by the police. We wish to see this continued. We have before been harassed by unauthorised car parking in this Road - which I repeat is PRIVATE i.e. its upkeep is paid for by the residents (as well as paying our Council Tax). 2/300 Cars are dangerous !!!

Please think again

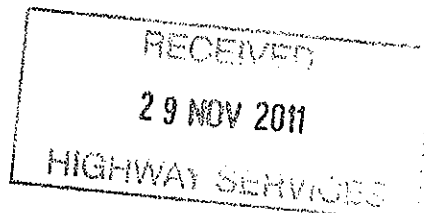
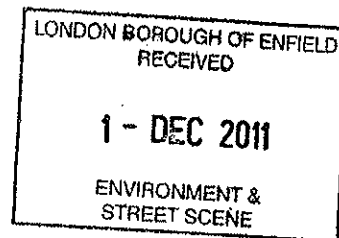
Yours Sincerely

Norman Smith

Cc: Hakema Anderson



3154



licensing centre
to: Civic
B Block South.

INTERESTED PARTY 05

Email

From: Colin Bull [mailto:bullderdash@hotmail.com]
Sent: 01 December 2011 12:50
To: Licensing
Cc: Cllr. Paul McCannah; Cllr. Lionel Zetter; David Burrowes; Donald Alexander; Alan Parness; michael.pinker@btinternet.com; consultantallen@yahoo.com; consultantanand@btinternet.com; ron@serlin.fsbusiness.co.uk; danny.winters@zen.co.uk; eileenscps@aol.com; i.loochin502@btinternet.com; alan@alanjwhite.co.uk; dwebb@metalweb.co.uk; johnwilderpra@hotmail.com; gluemusic@hotmail.co.uk; bob@waterfordfinance.co.uk; maryburrowes@googlemail.com; trudygoodkind@tiscali.co.uk; rosieelder@aol.com; davidbaker286@btinternet.com
Subject: Letter of Objection to Proposed License for the New Year's Eve Event In Trent Park - FAO Mark Galvayne

Dear Mr. Galvayne:

I write on behalf of a number of concerned residents in Fairgreen, Fairgreen East and Bournwell Close and reference Chalk Lane Area Residents Association's letter of objection on the above application dated 30 November.

As the CLARA objection points out, the residents only received information on this event very recently, by virtue of a flyer via their doors. I should also add that many residents of the above streets (which will be at least as much effected as Chalk Lane and its surrounding streets by any disturbance and disruption that may arise) are not members of CLARA. In addition, a number of our residents do not have the email facility to communicate quickly with the Council.

In the short time available, I have managed to communicate with a number of residents and they agree with the objections raised in CLARA's letter.

I would go on to say that several of us attended a Council Cabinet meeting when the subject of unregulated parking at the previous Iranian Festival was discussed - we received assurances that no large events would take place unless Parking Orders or similar measures were put in place or unless on-site parking was available (when ground conditions in the Park permit). As you know, there is insufficient time to do this and one must question whether police and other resources to implement this would be available on New Year's Eve. The assumption that the limited remaining spaces in the Park (after the erection of the event facilities) will accommodate visitors is questionable, especially for performers or attendees who are not travelling out by Underground from Central London.

My neighbours and I are concerned about the disruption from unregulated parking in our narrow streets during an event that will run from 6pm until 6 am the next morning, both in the form of noise but also in terms of access to our own properties by family, friends and the emergency services. We are also concerned about the decision to hold a large overnight event with music and alcohol at a time when the police and other public services are already extended: We think that Trent Country Park is a totally unsuitable venue for an event such as this. For the neighbours near the A111 Cockfosters Road, in particular, the noise of music right through the night would be unacceptable.

As mentioned in CLARAs letter, the special license for this type of event is limited to 499 people. The application shown on your register is incomplete as it does not specify the number of attendees. However, the organiser has said that planned attendance and ticket sales are 800 or more.

I would be pleased to provide names and addresses of individual objecting residents once time permits, if you request it.

Yours sincerely,

Colin Bull, 16 Fairgreen East (020 8449 7980)

INTERESTED PARTY 06

Email

From: I LOOCHIN [mailto:i.loochin502@btinternet.com]
Sent: 01 December 2011 16:43
To: Licensing
Cc: ColinBull
Subject: Proposed New Year event in Trent Park

Dear Mr Galvayne

I am a resident in Fairgreen East and have seen copies of the letters of objection sent by Clara and Colin Bull to the proposed event in Trent Park. Whilst I am not a member of the 'NIMBY' club I do feel that the possibility of 800 persons attending could lead to problems of parking, noise disturbance etc as detailed in these letters of objection.

No doubt all of the points raised will be given full consideration when the application is considered.

Yours sincerely

Ivor Loochin 12 Fairgreen East

INTERESTED PARTY 07

Email

From: goldfamily@btconnect.com [mailto:goldfamily@btconnect.com]
Sent: 01 December 2011 20:00
To: Licensing
Subject: Proposed New Year's Eve Party in Trent Park

1st December, 2011

From A. Gold, 21 Chalk Lane, Cockfosters, Barnet, Herts, EN4 9HJ.

Dear Sirs,

We have recently been informed of the above proposed New Year's Eve party. We feel very strongly that because of the intended hours this party will run, severe inconvenience is likely to occur.

We are naturally concerned that traffic will be greater than usual in the early part of the evening and parking in the area is going to impact upon the residents – if no persons are on hand to oversee the local parking it is likely that people attending the function could park over driveways and on kerbs and generally disobey the normal parking restrictions. We as a neighbourhood have experienced all of the above problems in the past. It makes access to our individual properties difficult and could impede the emergency services. In addition to parking concerns we are very worried because an alcoholic licence is being requested from 6 p.m. to run through to 5 a.m. the following morning. This leads us to believe that many people attending the party could become very drunk indeed and this may affect their behaviour when departing from the park. Apart from the noise inconvenience, individuals can become particularly unpleasant when too much alcohol has been imbibed and it could be a very big problem in the early hours and we certainly don't want any violent behaviour as a result.

We are immediately opposite the park on the first corner and we could potentially be the most affected.

Please can you ensure that action is taken to allay our fears. If this party is to take place, can steps be taken to ensure that police or some reliable parking division is deployed into the area to ensure that vehicles are parked responsibly

We want to be certain that there is no disturbance or disorder throughout the whole of the evening into the following morning.

Yours faithfully,

A. Gold

INTERESTED PARTIES 08, 09 & 10

Mr Mark Galvayne
Licensing Unit
London Borough of Enfield
Civic Centre
Silver Street
Enfield
EN1 3XE

Cllr Lavender, McCannah and Zetter
C/o Members' Room
London Borough of Enfield
Civic Centre
Silver Street
Enfield
EN1 3XE

Dear Mark,

Re: Application for a Premises Licence under the Licensing Act (2003) for a New Year's Eve Party at Trent Park, Cockfosters Road, EN4.

Having studied this application, received individual representations from residents and heard the strong concerns expressed by those attending the Chalk Lane Area Residents Association AGM on 29th November 2011 we write to express our formal objection.

The Licensing Act (2003) requires that objections must be based on one or more of the following licensing 'objectives':

- Prevention of crime and disorder
- Public safety
- Prevention of nuisance
- Protection of children from harm

In terms of **prevention of crime and disorder**, whilst we do not doubt that the vast majority of attendees will wish to celebrate the New Year in a peaceful and law-abiding manner we do have strong concerns that an event attended by up to 800 people, at which alcohol will be available, could result in some criminal and anti-social behaviour both inside the Park and possibly spilling over into the surrounding residential area.

Residents are concerned that the Police will be over-stretched over the New Year period and that therefore if there are such problems there will not be an adequate response.

Furthermore, there are concerns that overspill parking into residential streets (see below) will potentially result in confrontation between residents and visitors.

In terms of **prevention of nuisance** we are concerned about the potential for overspill parking into residential streets if and when the parking capacity in the Park is exceeded.

This is a very real concern as evidenced by the parking problems caused by previous events in Trent Park such as the Iranian Festival and Ghana Independence Party.

During those events visitors' cars filled the surrounding roads resulting in residents being unable to enter or exit their roads. Emergency services would not have been able to enter the roads and in addition damage to grass verges was caused by inconsiderate parking.

This situation resulted in verbal and physical confrontation between residents and the visitors.

Whilst we accept that many visitors for this event will take advantage of the free Tube we believe that many others will in fact arrive by car due to the fact that (a) Trent Park's location means that it will inevitably attract many visitors from outside London and (b) some visitors will not be drinking and will therefore be free to drive.

Given the limited parking capacity in Trent Park for this event and the fact that many of these spaces will be taken by the organisers, we are very concerned about the potential for spillover parking from this event into Chalk Lane, Games Road, Verwood Drive and Fairgreen and Faigreen East.

Secondly, we are concerned about the potential noise nuisance. We understand from correspondence with officers that no noise-qualified officer will be present at the event. Given the problems throughout the Borough that will occur on New Year's Eve it is not clear that if there is a serious noise problem that the Council will be able to respond.

In summary, whilst not wishing to spoil a party on New Year's Eve we do have very strong fears regarding the impact of this event on local residents (based in large part on previous experience) and we would request that the Committee reject this application.

Yours sincerely,

Cllrs Lavender, McCannah and Zetter.

INTERESTED PARTY 11

20 Chalk Lane
Cockfosters
Barnet
Herts
EN4 9HJ

2nd Dec 2011

Mr. J. Downing
Parks Department
London Borough of Enfield

Dear Mr. Downing,

Overnight event in Trent Country Park

I am writing to you in fierce opposition to the overnight event in Trent Country Park on 31st Dec 2011. I received a letter from the organiser, and whilst he writes that he has a professional approach to this event, the letter was very badly written, and even stipulated the wrong date of 31st Aug 2012.

Trent Country Park is just that – a country park. It is in no way a suitable venue for a New Year's Eve party. There is no lighting, limited toilet facilities, and limited parking. I am aghast at the prospect of up to 800 people descending on this park.

I also strongly object to the disruption that this type of event would create. Reminders of an Iranian Festival spring to mind, that was held in the park a couple of years ago. I had people parking IN my drive and ACROSS my drive. I found food littered in my garden, and turf grass strewn across my driveway, and on the pavements. Stickers were plastered onto anything that they would adhere too, and Cockfosters and the park were treated with scant disregard.

At the time, we were assured by the Council staff that we would be consulted on any major events and on proposed extensions to the licence in Trent Country Park. In fact neither local residents nor my committee have been consulted by the Council on this occasion (perhaps because the events organiser applied so late, but that obviously is an unacceptable reason for omitting consultation). In fact that the only reason we knew about the event is because the organiser dropped a letter to a very limited number of residents late in November.

I am also concerned about the potential effect on residents of this event. Even now we do not know if any Council staff or police will be present; New Year's Eve is presumably a busy or celebratory time for them. There will be no public transport from north, east and west. There will be nothing to stop cars being parked outside residents' houses in Chalk Lane, Games Road, Verwood Drive, etc., both by people with tickets and others without tickets, thus exposing those residents to potentially being woken at any hour in the whole night by noisy party goers leaving or returning to their cars. There is no alleviating Traffic Order to protect those roads. Also if there were to be disturbing noise from the event or its attendees, the provision of a telephone contact would be of only limited recompense for being woken up. If many people wanted to complain at some point, most would have to hang on for quite a while to get through.

I strongly oppose this event, and look to the Council to support the local residents.

Yours Sincerely,

Mrs Adams

Response to IP 01 (Mr & Mrs D Farnall)

1. Noise

The Noise Assessment and Noise Management Plan (v1.0) did not originally make predictions for the expected noise levels at the aforementioned residential property as it was considered too far away to be affected.

Since receiving the representation further assessment was completed to include predictions at the premises. It was found that the noise level expected at the closest part of Enfield Road to the event would be 34.12 dBA, well within the recommendations of the Noise Council Code Of Conduct for preventing public nuisance. (For reference, 40dB is the typical noise level inside a library)

Please see Noise Assessment and Noise Management Plan v1.1

2. Antisocial Behaviour / Vandalism

There is no evidence to support a correlation between extended opening hours and antisocial behaviour or vandalism. Both of these problems are more closely related to the type of audience attending an event.

As the event runs tri-monthly at an established indoor venue we were able to profile the audience before submitting the Event Management Plan. The venue (Electrowerkz, Islington) have reported no problems with anti social behaviour and vandalism from the audience attending previous events and there is no reason to expect this to change at the proposed event.

At present our dispersion procedure goes as far as marshalling guests from the Country Park Premises. This procedure is completed over the period of one hour to prevent a large amount of attendees leaving at once. Due to the nature of the event and the crowd we do not anticipate any form of antisocial behaviour.

During the dispersal procedure after the event we could look at placing one or two stewards along the stretch of Cockfosters Road leading from Trent Country Park to Cockfosters Station to ensure that attendees do not stray from the road into nearby residential roads.

The local police licensing officer is aware of the event and our security plans. As far as we are aware he is satisfied that we have put enough measures in place to meet the licensing objectives and ensure that the event does not present any problems that may require police attendance.

Response to IP 02 (Mr & Mrs Harvey Berger)**1. Noise**

The Noise Assessment undertaken provides predictions for noise levels from the event at the nearest premises on Cockfosters Road of 35.5 dBA. The predicted levels are within the Noise Council Code Of Conducts recommendations to prevent public nuisance and the Noise Management Plan provides adequate measures to ensure that the predicted levels are not exceeded during the event. (For reference, 40dB is the typical noise level inside a library)

Please see Noise Assessment and Noise Management Plan v1.1

2. Irresponsible Behaviour

The bar will be run in accordance with the Licensing Act 2003, which states that the public must not be served alcohol if they are intoxicated. Our security team of 10 SIA licensed security personnel and 10 stewards will ensure that guests do not behave irresponsibly whilst attending the event.

3. Irresponsible Parking and Noise From Cars

We feel that the Traffic Assessment undertaken provides an accurate assessment of the traffic impact of the event on local residents, and the Traffic Management Plan provides adequate measures to ensure that irresponsible parking does not cause any disturbance to local residents.

We would be hesitant to place stewards at the end of all residential roads off of Cockfosters Road as it would constitute a large drain on our resources to solve a problem we feel is low risk, however it could be an additional measure if the existing plans do not satisfy the concerns.

Please see Traffic Assessment and Traffic Management Plan v1.1

5. Property Damage

We are unsure of the exact nature of this representation, could the plaintiff please be more specific in their wording?

6. Policing

The local police licensing officer is aware of the event and our security plans. As far as we are aware he is satisfied that we have put enough measures in place to meet the licensing objectives and ensure that the event does not present any problems that may require police attendance.

Response to IP 03 (Chalk Lane Area Residents Association)

We have spoken to Donald at length via email, providing himself and the CLARA group with detailed plans of how the event will be run.

We feel that the Traffic Assessment undertaken provides an accurate assessment of the traffic impact of the event on local residents, and the Traffic Management Plan provides adequate measures to ensure that irresponsible parking does not cause any disturbance to local residents.

We would be hesitant to place stewards at the end of all residential roads off of Cockfosters Road as it would constitute a large drain on our resources to solve a problem we feel is low risk, however it could be an additional measure if the existing plans do not satisfy the CLARA groups concerns.

Please see Traffic Assessment and Traffic Management Plan v1.1

Response to IP 04 (Mr Norman Smith)

1. Noise

The Noise Assessment undertaken provides predictions for noise levels from the event at the nearest premises on Cockfosters Road of 35.5 dBA. The predicted levels are within the Noise Council Code Of Conducts recommendations to prevent public nuisance and the Noise Management Plan provides adequate measures to ensure that the predicted levels are not exceeded during the event. (For reference, 40dB is the typical noise level inside a library)

Please see Noise Assessment and Noise Management Plan v1.1

2. Irresponsible Parking

We feel that the Traffic Assessment undertaken provides an accurate assessment of the traffic impact of the event on local residents, and the Traffic Management Plan provides adequate measures to ensure that irresponsible parking does not cause any disturbance to local residents.

However, we have agreed to place a steward at the end of Coombehurst Close between 17:00 and 23:45 on the 31st December to prevent any attendees of the event parking on the private road.

Please see Traffic Assessment and Traffic Management Plan v1.1

Response to IP 05 (Mr Colin Bull)

1. Noise

The Noise Assessment undertaken provides predictions for noise levels from the event at the nearest premises on Cockfosters Road of 35.5 dBA. The predicted levels are within the Noise Council Code Of Conducts recommendations to prevent public nuisance and the Noise Management Plan provides adequate measures to ensure that the predicted levels are not exceeded during the event. (For reference, 40dB is the typical noise level inside a library)

Please see Noise Assessment and Noise Management Plan v1.1

2. Iranian Festival

The referred to Iranian festival was an event run without the permission of the park, without a licence and without any event management planning. It was attended by 5000 – 8000 people. This comparison does not provide an accurate reflection of our event, the professionalism with which it is run or of perceived problems such as Noise and Parking disturbance.

3. Parking

We would be hesitant to place stewards at the end of all residential roads off of Cockfosters Road as it would constitute a large drain on our resources to solve a problem we feel is low risk, however it could be an additional measure if the existing plans do not satisfy the concerns.

Please see Traffic Assessment and Traffic Management Plan v1.1

4. Temporary Event Notice

A Temporary Event Notice is for events with up to 499 attendees and is different to a Premises Licence. A premises licence provides a strict framework of Licensing Objectives and conditions governing the event, and carries severe repercussions for breaching any of those conditions. We have put in place a lot of our own conditions over and above the mandatory ones to ensure the event is run without disturbance to local residents.

Response to IP 06 (Mr Ivor Loochin)**1. Noise**

The Noise Assessment undertaken provides predictions for noise levels from the event at the nearest premises on Cockfosters Road of 35.5 dBA. The predicted levels are within the Noise Council Code Of Conducts recommendations to prevent public nuisance and the Noise Management Plan provides adequate measures to ensure that the predicted levels are not exceeded during the event. (For reference, 40dB is the typical noise level inside a library)

Please see Noise Assessment and Noise Management Plan v1.1

2. Parking

We feel that the Traffic Assessment undertaken provides an accurate assessment of the traffic impact of the event on local residents, and the Traffic Management Plan provides adequate measures to ensure that irresponsible parking does not cause any disturbance to local residents.

We would be hesitant to place stewards at the end of all residential roads off of Cockfosters Road as it would constitute a large drain on our resources to solve a problem we feel is low risk, however it could be an additional measure if the existing plans do not satisfy the concerns.

Please see Traffic Assessment and Traffic Management Plan v1.1

Response to IP 07 (A Gold)

1. Parking

We feel that the Traffic Assessment undertaken provides an accurate assessment of the traffic impact of the event on local residents, and the Traffic Management Plan provides adequate measures to ensure that irresponsible parking does not cause any disturbance to local residents.

We would be hesitant to place stewards at the end of all residential roads off of Cockfosters Road as it would constitute a large drain on our resources to solve a problem we feel is low risk, however it could be an additional measure if the existing plans do not satisfy the concerns.

Please see Traffic Assessment and Traffic Management Plan v1.1

2. Irresponsible Behaviour and Violence

The bar will be run in accordance with the Licensing Act 2003, which states that the public must not be served alcohol if they are intoxicated. Our security team of 10 SIA licensed security personnel and 10 stewards will ensure that guests do not behave irresponsibly whilst attending the event.

As the event runs tri-monthly at an established indoor venue we were able to profile the audience before submitting the Event Management Plan. The venue (Electrowerkz, Islington) have reported no problems with anti social behaviour and vandalism from the audience attending previous events and there is no reason to expect this to change at the proposed event.

At present our dispersion procedure goes as far as marshalling guests from the Country Park Premises. This procedure is completed over the period of one hour to prevent a large amount of attendees leaving at once. Due to the nature of the event and the crowd we do not anticipate any form of antisocial behaviour.

During the dispersal procedure after the event we could look at placing one or two stewards along the stretch of Cockfosters Road leading from Trent Country Park to Cockfosters Station to ensure that attendees do not stray from the road into nearby residential roads.

The local police licensing officer is aware of the event and our security plans. As far as we are aware he is satisfied that we have put enough measures in place to meet the licensing objectives and ensure that the event does not present any problems that may require police attendance.

Response to IPs 08, 09 & 10 (Cllrs. Lavender, McCannah & Zetter)**1. Criminal and Antisocial Behaviour**

Our security team of 10 SIA licensed security personnel and 10 stewards will ensure that guests do not behave irresponsibly whilst attending the event. Attendees of the event will only have access to a very small section of the park and will be under the supervision of Security Staff and Stewards at all times.

As the event runs tri-monthly at an established indoor venue we were able to profile the audience before submitting the Event Management Plan. The venue (Electrowerkz, Islington) have reported no problems with anti social behaviour and vandalism from the audience attending previous events and there is no reason to expect this to change at the proposed event.

At present our dispersion procedure goes as far as marshalling guests from the Country Park Premises. This procedure is completed over the period of one hour to prevent a large amount of attendees leaving at once. Due to the nature of the event and the crowd we do not anticipate any form of antisocial behaviour after the event has finished.

During the dispersal procedure after the event we could look at placing one or two stewards along the stretch of Cockfosters Road leading from Trent Country Park to Cockfosters Station to ensure that attendees do not stray from the road into nearby residential roads.

The local police licensing officer is aware of the event and our security plans. As far as we are aware he is satisfied that we have put enough measures in place to meet the licensing objectives and ensure that the event does not present any problems that may require police attendance.

2. Parking

We feel that the Traffic Assessment undertaken provides an accurate assessment of the traffic impact of the event on local residents, and the Traffic Management Plan provides adequate measures to ensure that irresponsible parking does not cause any disturbance to local residents.

We would be hesitant to place stewards at the end of all residential roads off of Cockfosters Road as it would constitute a large drain on our resources to solve a problem we feel is low risk, however it could be an additional measure if the existing plans do not satisfy the concerns.

Please see Traffic Assessment and Traffic Management Plan v1.1

3. Iranian and Ghanaian Festivals

We have been advised that the referred to Iranian and Ghanaian festival events were both run without the permission of the park, without a licence and without any event management planning. They were attended by around 5000 – 8000 people. We do not feel that this comparison provides an accurate reflection of our event, the professionalism with which it is run or of perceived problems such as Noise, Antisocial Behaviour and Irresponsible Parking.

4. Noise

The Noise Assessment undertaken provides predictions for noise levels from the event at the nearest premises on Cockfosters Road of 35.5 dBA. The predicted levels are within the Noise Council Code Of Conducts recommendations to prevent public nuisance and the Noise Management Plan provides adequate measures to ensure that the predicted levels are not exceeded during the event. (For reference, 40dB is the typical noise level inside a library)

As far as we are aware, the Environmental Health Noise Officer at Enfield Council is satisfied that the noise from the event will not cause disturbance to local residents given the predictions and management measures already in place. Whilst we do not plan to have an IOA qualified Noise Officer onsite during the event, the monitoring and recording of noise levels is a task that can be undertaken by suitably competent persons.

Please see Noise Assessment and Noise Management Plan v1.1

Response to IP 11 (Mrs Adams)

1. Lighting and Toilet Facilities

The event will be held on a small self-contained site within Trent Country Park and will have independent toilet facilities in place for attendees use.

All areas of the park that are used for the event and for access will be floodlit throughout the night for safety and security reasons.

2. Parking

We feel that the Traffic Assessment undertaken provides an accurate assessment of the traffic impact of the event on local residents, and the Traffic Management Plan provides adequate measures to ensure that irresponsible parking does not cause any disturbance to local residents.

We would be hesitant to place stewards at the end of all residential roads off of Cockfosters Road as it would constitute a large drain on our resources to solve a problem we feel is low risk, however it could be an additional measure if the existing plans do not satisfy the concerns.

Please see Traffic Assessment and Traffic Management Plan v1.1

3. Litter

We have a litter team in place to ensure that the park is left looking as beautiful as the day we arrived, and have placed a bond cheque with Enfield Council to guarantee against any mismanagement of refuse or damage to the park grounds.

4. Litter in Residential Areas

Attendees will not be allowed to leave the event with any drinks or drinking vessels (except bottled water) so litter outside of the park grounds will be very minimal.

The litter team will do a sweep of Cockfosters Road to ensure that no event generated litter is left there.

At present our dispersion procedure goes as far as marshalling guests from the Country Park Premises. This procedure is completed over the period of one hour to prevent a large amount of attendees leaving at once. Due to the nature of the event and the crowd we do not anticipate any form of antisocial behaviour.

During the dispersal procedure after the event we could look at placing one or two stewards along the stretch of Cockfosters Road leading from Trent Country Park to Cockfosters Station to ensure that attendees do not stray from the road into nearby residential roads.

TRENT PARK - WK/211083942**Annex 1 - Mandatory Conditions**

1. No supply of alcohol may be made under the premises licence: (a) At a time when there is no designated premises supervisor in respect of the premises licence; or (b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made : (a) By the British Board of Film Classification (BBFC) where the film has been classified by that Board; or (b) By the Licensing Authority where no classification certificate has been granted by the BBFC, or, where the licensing authority has notified the licence holder that section 20 (3) (b) of the Licensing Act 2003 applies to the film.
4. Immediately before each exhibition of a film passed by the British Board of Film Classification there shall be exhibited on a screen for at least five seconds in such a manner as to be easily read by all persons in the auditorium a reproduction of the certificate of the Board or, as regards a trailer advertising a film, of the statement approved by the Board indicating the classification of the film.

Annex 2 - Conditions consistent with the Operating Schedule

5. There shall be no adult entertainment or services, activities or matters ancillary to the use of the premises that may give rise to concern in respect of children.
6. No event shall lawfully take place under the premises licence unless the organiser has furnished in advance to the parks and open spaces division of Enfield Council, a full written risk assessment covering public safety, prevention of nuisance, crime & disorder and protection of children from harm.
7. Any event shall only proceed with the prior written approval of the premises licence holder and shall be run in accordance with the submitted risk assessment, as may be modified by the premises licence holder, where necessary, upon advice from the relevant responsible authority.

Annex 3 - Conditions attached after a hearing by the Licensing Authority

LICENSING SUB-COMMITTEE - 23.11.2011

**MINUTES OF THE MEETING OF THE LICENSING SUB-COMMITTEE
HELD ON WEDNESDAY, 23 NOVEMBER 2011**

COUNCILLORS

PRESENT (Chairman)Derek Levy, Anne-Marie Pearce and Toby Simon

ABSENT

OFFICERS: Mark Galvayne (Principal Licensing Officer), Dina Boodhun (Legal representative), Jane Creer (Democratic Services)

Also Attending: Applicants (Shell, Palmers Green) and representative (Lockett & Co acting for Shell UK)

450**WELCOME AND INTRODUCTIONS**

The Chairman welcomed all those present to the meeting.

451**DECLARATION OF INTERESTS**

There were no declarations of interest in respect of items on the agenda.

452**SHELL PETROL STATION, 148 -150 GREEN LANES, PALMERS GREEN, N13 5UN**

RECEIVED an application made by Shell UK Oil Products Ltd for the premises known as and situated at Shell Petrol Station, 148-150 Green Lanes, Palmers Green, N13 for a new Premises Licence.

NOTED

1. The introduction by Mark Galvayne, Principal Licensing Officer, including:
 - a. This was an application for a new Premises Licence for Shell Petrol Station for 24 hour opening and supply of alcohol and late night refreshment.
 - b. The Police and the Trading Standards Service were now satisfied with the application as set out as all requested conditions had been agreed. The Police and Trading Standards had duly withdrawn their representations against the application.

LICENSING SUB-COMMITTEE - 23.11.2011

- c. In addition, the applicant had provided a copy of the due diligence package, which was a manual of all relevant information to correctly operate the licence. This evidence had been provided within appropriate timescales and had been copied to all parties and readied for Interested Parties to receive today.
 - d. Representations against the application had been received from two local residents.
 - e. He had written to the two Interested Parties on 21 October and 15 November. The applicant's solicitor also wrote to the Interested Parties on 31 October. This letter was set out on page 24 of the agenda pack. There had been no response to any correspondence from either of the Interested Parties.
 - f. The Interested Parties were not in attendance at this meeting.
2. The statement of Stephanie Butcher, Lockett & Co, acting for Shell UK, including:
- a. With reference to the representations, which were set out on pages 20 – 23 of the agenda pack, both Interested Parties believed that crime and disorder would increase if the licence was granted. However, the Police had no issues. The applicant had worked with the Police and Trading Standards in respect of conditions to mitigate crime and disorder.
 - b. There was national guidance to ensure prevention of crime and disorder outside such premises.
 - c. The premises had been refurbished and upgraded and its CCTV system had 16 cameras which covered the entrances and exits, and the surrounding area would be seen and recorded.
 - d. This was an experienced operator. The petrol station had been open at this site for 20 years and there had also been a retail operation for the last six years. The shop had experience of selling age-restricted products in the form of tobacco.
 - e. The business would be putting in place a Due Diligence Package which was very comprehensive. 'Challenge 25' would be operated so that ID would be requested from anyone who appeared to be under the age of 25 when purchasing alcohol. The site would operate a closed door policy between 23:00 and 06:00 seven days per week so that all trade would take place through a night hatch to maintain security and control. There would also be no sale of single cans of alcohol to the public.

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- f. It was not believed there would be an increase in noise from the premises if the licence was granted. The premises operated for 24 hours a day at the moment as a petrol station and shop.
 - g. The Designated Premises Supervisor was present at this meeting. He had held a personal licence since 2005. In addition, there would be two other staff with personal licence qualifications, so there should be one personal licence holder there at all times.
 - h. There were eight forecourt litter bins.
 - i. National guidance (para 10.21) was highlighted: that “shops, stores and supermarkets should normally be free to provide sales of alcohol for consumption off the premises at any time when the retail outlet is open for shopping unless there are good reasons, based on the licensing objectives, for restricting those hours”.
 - j. With reference to the plan attached as Annex 01 to the report, it was noted that the residents who had made representation were not those in closest proximity to the premises, and that no representations had been received from residents immediately adjacent to the site, or to the exit to Green Lanes.
3. The applicants and representative responded to questions as follows:
- a. In response to Councillor Pearce’s query regarding need for alcohol sale at the premises, it was advised that Shell were providing more forecourt stores as more people were doing general shopping at such premises and Shell wanted to offer more products to customers.
 - b. Councillor Levy asked about the letter from Lockett & Co, attached as Annex 04 to the report, which contained information in respect of late night refreshment but little detail in respect of the appropriateness of alcohol sales 24 hours per day. It was advised that customers wanted to be able to buy alcohol as well as any other product at all times. By sending this letter, it had been hoped that the resident would make contact so that dialogue could be opened.
 - c. In response to Councillor Levy’s query about the location of goods within the store, a larger version of the plan included on page 19 of the agenda pack was made available to Members. This more clearly showed the location of chiller cabinets which would be used to display alcohol and would have lockable covers. Spirits would be kept in the sales area, where the cigarettes were also displayed.
 - d. The applicants confirmed to the Principal Licensing Officer that they would be happy to accept an additional condition to the licence based

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on their statement that there would be no sale of single cans of alcohol from the store.

4. The closing statement of Mark Galvayne, Principal Licensing Officer, highlighting the relevant law, guidance and policies.

RESOLVED that

1. In accordance with the principles of Section 100(a) of the Local Government Act 1972 to exclude the press and public from the meeting for this item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A to the Act.

The Panel retired, with the legal representative and committee administrator, to consider the application further and then the meeting reconvened in public.

2. The Chairman made the following statement:

“We have considered the application and have determined to grant the application in full.

The views of the Interested Parties were fully noted but we felt that there was insufficient evidence offered to support the objections raised. The Licensing Sub-Committee felt that the applicant had taken all reasonable steps to promote the licensing objectives, and to mitigate the kinds of concerns raised. Furthermore, this includes a condition being added voluntarily to the licence in respect of the minimum quantities in which canned draught alcohol may be sold.

If, in future, the residents, or indeed, the Responsible Authorities have cause to experience actual episodes of crime, disorder, or public nuisance, they can invoke the Review procedure that is always open to them.”

3. The Licensing Sub-Committee resolved that the application be granted in full as follows:

(i) Hours the premises are open to the public: Sunday to Saturday from 00:00 to 24:00.

(ii) Supply of alcohol (off supplies only): Sunday to Saturday from 00:00 to 24:00.

(iii) Late night refreshment: Sunday to Saturday from 23:00 to 05:00.

Conditions (in accordance with Annex 05 to the LSC Report):

- (i) Conditions 1 to 10, which are not disputed,

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(ii) AND New Condition 11:

11. Canned draught alcohol shall not be sold to individual customers in quantities of less than two.

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