

Public Document Pack

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A meeting of **Alcohol and Entertainment Licensing Sub-Committee** will be held in Committee Room 1 - East Pallant House on **Wednesday 24 July 2019 at 10.30 am**

MEMBERS: Mr J W Elliott, Mr A Moss and Mrs S Taylor

AGENDA

Part 1

- 1 **To elect a Chairman for this Hearing**
- 2 **Declarations of Interests**
Members and officers are reminded to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they may have in respect of matters on the agenda for this meeting.
- 3 **Licensing Hearings (Pages 1 - 123)**
Priory Park, Chichester, West Sussex, PO19 1BL
Application for a Premises Licence:
 - (a) Chair opens the Hearing.
 - (b) Items arising from Regulation 6 Notice (Notice of Hearing).
 - (c) Notice of any representations withdrawn.
 - (d) The procedure will then follow the Sub-Committee protocol and procedure note attached
- 4 **Consideration of any late items as follows:**
 - (a) items added to the agenda papers and made available for public inspection;
 - (b) items which the chairman has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting.

NOTES

1. The press and public may be excluded from the meeting during any item of business whenever it is likely that there would be disclosure of exempt information as defined in section 100I of and Schedule 12A to the Local Government Act 1972
2. The press and public may view the agenda papers within Part 1 of the agenda on Chichester District Council's website at <http://www.chichester.gov.uk/committees>.
3. Subject to the provisions allowing the exclusion of the press and public, the

photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of his or her intentions before the meeting starts. The use of mobile devices for access to social media is permitted but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 in the Constitution of Chichester District Council]

CHICHESTER DISTRICT COUNCIL

THE LICENSING ACT 2003 (THE 'ACT')

THE LICENSING ACT 2003 HEARING REGULATIONS 2005

SUB-COMMITTEE PROTOCOL AND PROCEDURE NOTE

A. PROTOCOL

1. The Notice of Meeting

- (a) The Notice of Sub-Committee meeting issued by the Council shall be accompanied by the following:
 - (i) A report of the Licensing Officer which shall include:
 - (a) Conditions the Licensing Officer considers relevant in the event that the application is granted;
 - (b) Any matters which in his opinion require clarification; and
 - (c) Observations on the application in relation to the Licensing Objectives, National Guidance and local policy.
 - (ii) Where relevant, the notices which have been given by the applicant and other parties under the Act.
- (b) The Notice of Meeting shall be served upon:
 - (i) The applicant (together with copies of relevant representations under the Act);
 - (ii) Persons who have made relevant representations under the Act; and
 - (iii) Where appropriate the Chief Officer of Police who has given notice under the Act.

2. Appearances and Submissions

(a) Constitution of the Sub Committee

A Member of a Ward in which the premises are located and is the subject of an application shall not be a Member of the Sub-Committee determining such application.

(b) Parties entitled to appear

In accordance with the Licensing Act 2003 (Hearings) Regulations 2005 any person making relevant representations, the applicant and the Licensing Officer may attend the hearing and may be assisted or represented by any person whether or not the person is legally qualified.

(c) **At the Hearing**

Any party shall be entitled to:

- (i) Respond to any point in support of their application or representation which the Licensing Authority (the 'Authority') has given notice that it may require further clarification on;
- (ii) Normally to put questions to any other party; and
- (iii) Address the Sub-Committee.

(d) **Consequences of non-attendance**

- (i) The Sub-Committee will normally proceed with a hearing where a party has informed the Authority that it does not intend to attend or be represented at the hearing.
- (ii) Where a party has not so indicated but fails to attend or to be represented at the hearing the Sub-Committee may, at its discretion, where it is considered necessary in the public interest, adjourn the hearing to a later date or hold the hearing in the party's absence subject to, (in the latter case), the Sub-Committee considering the application or representations made by the absent party.

(e) **Submissions to the Sub Committee**

- (i) Subject to each party being given an equal maximum time the Sub-Committee may, at its discretion, where it considers appropriate in the public interest, advise parties that it will impose a time limit on speeches or submissions to be made to it.
- (ii) The Sub-Committee may, at its discretion, request that where a number of relevant representations repeat or in substance repeat a representation, that a representative of those making such representations make submissions to it on behalf of the other parties.
- (iii) The production of draft conditions by the Licensing Officer shall not be construed as influencing the Sub-Committee in advance of hearing representations and are produced for administrative convenience in the event that, following formal determination of the application, the Sub-Committee considers it appropriate to grant consent but with such conditions as it may consider appropriate.
- (iv) The Sub-Committee shall not have regard to any information first produced by a party at the hearing without first obtaining the consent of other parties present at the hearing.

(f) **Conduct at the Hearing**

- (i) The Sub-Committee may, at its discretion, require a person to leave the hearing and refuse to permit that person to return or to return only on such conditions as the Sub-Committee specifies if, in its opinion, that person is behaving in a disruptive manner, provided that such person may submit written evidence in accordance with the Regulations.

- (ii) Any irregularity arising from any failure to accord with this procedure shall not make the hearing void. If any person has clearly been prejudiced the Authority will take appropriate steps to rectify the irregularity before reaching its determination. Clerical mistakes in a document arising from accidental slip or omission may be corrected by the Authority.
- (iii) The public (including any parties or their representatives) may be excluded from part of the hearing where the public interest in so doing outweighs the public interest in the hearing taking place in public.
- (iv) The Sub-Committee may adjourn the hearing to a specified date where it considers it necessary to obtain further information or to facilitate representations or to assess such representation at or in the vicinity of the premises.

B. Procedure at the Hearing

1. Order of Presentation

- (a) The procedure of the Sub-Committee is as follows:
 - (i) Chair opens the meeting, introducing Members of the Sub-Committee and officers present to the applicant and members of the public, explains the nature of the decision to be taken and the procedure to be followed, and shall consider any request made by a party under the Regulations for permission for another person to appear at the Hearing, such permission not to be unreasonably withheld.
 - (ii) The Licensing Officer outlines the application, any relevant representations and relevancies to the local authority licensing policy statement and statutory guidance (optional).
 - (iii) Members to ask any relevant questions of the officer.
 - (iv) Licensing Officer introduces applicant (if present) and invites him or her, or person representing them, to address the committee or clarify any information arising from the officers' outline, if necessary.
 - (v) Licensing Officer to invite those parties making representations to address the Sub-Committee.
 - (vi) Members to ask any relevant questions of those parties making representations.
 - (vii) Applicant or person representing them to ask any relevant questions of those parties making representations.
 - (viii) Applicant or person representing them addresses the Sub-Committee.
 - (ix) Members may ask any relevant questions of the applicant or person representing them.
 - (x) Parties that made representations to ask any relevant questions of the applicant or person representing them.
 - (xi) Chair to invite applicant or those representing them, and any parties making representations, to briefly summarise their points if they wish.

- (xii) Chair invites Licensing Officer to comment on the effect of any evidence submitted in relation to local Licensing Authority's policies.
- (xiii) Chair asks all parties that they are satisfied they have said all they wish to.
- (xiv) Members of the Sub-Committee retire and discuss and make their decision.
- (xv) Chair relays the decision and the reasons given for the decision and any conditions placed upon the licence (if granted) and the licensing objective that they relate to.

NB (b) Decision

- (i) The Sub-Committee shall assess the application:

- (a) Against the four Licensing Objectives being

- The Prevention of Crime and Disorder;
 - Public Safety;
 - The prevention of public nuisance;
 - The protection of children from harm; and

- (b) Any relevant national guidance and local policy.

- (ii) **Legal Advice**

The Sub-Committee may request the assistance of the Council's legal officer at any time. Where practicable, the legal officer shall ensure that any legal advice given to the Sub-Committee not previously given during the course of hearing, shall be made known to the applicant and those making relevant representations and he shall give them the opportunity of making representations on such advice before the Sub-Committee makes its decision.

- (iii) **Confirming the Decision**

Written confirmation of the decision including any conditions in the event that the application is granted and reasons for the decision and, if relevant conditions, will be given within five working days of the hearing.

Licensing Authority, Chichester District Council, East Pallant House,
East Pallant, Chichester, West Sussex, PO19 1TY

Alcohol and Entertainment Licensing Sub-committee

Date & Time: Wednesday 24th July 2019 at 10:30am

Venue: Committee Room 1, Chichester District Council, East Pallant House, East
Pallant, Chichester, West Sussex, PO19 1TY

**Application for a PREMISES LICENCE
(Application Number - 19/00992/LAPRE)**

Priory Park
Chichester
West Sussex

1. RECOMMENDATIONS

- 1.1 That the sub-committee consider and determine an application made by Arena Sports Live Ltd for a Premises Licence.**
- 1.2 If the determination is to grant a Premises Licence, to give consideration as to whether it is appropriate to attach conditions to ensure the statutory licensing objectives are promoted.**
- 1.3 The Sub-Committee is to give reasons for its decision.**

2. REASONS FOR HEARING

- 2.1 The Premises Licence application submitted by Arena Sports Live Ltd of Elizabeth House, Queen Street, Abingdon, OX14 3LN has been the subject of 19 (nineteen) relevant representations, all in opposition to the application. The 19 representations were received from, the Friends of Priory Park, the Residents of East Walls Close, Sussex Police and the Environmental Protection Team (in their statutory role of 'Responsible Authorities' under the Licensing Act 2003) with the remaining from local residents.

3. BACKGROUND

Included in this report are the following attachments:

- 3.1 Copy of the Alcohol and Entertainment Licensing Sub-Committee Protocol and Procedure.

- 3.2 A plan depicting the application site and local area in relation to the representations received by the Licensing Authority (**Attachment A**).
- 3.3 Copy of the complete Premises Licence application (**Attachment B**).
- 3.4 Copy of all relevant representations and, where applicable, details of any successful mediation (**Attachment C**).

4 SUMMARY OF THE PREMISES LICENCE APPLICATION

- 4.1 A copy of the complete application is reproduced in full at Attachment B.
- 4.2 Arena Sports Live Ltd submitted a valid application on 30th May 2019. As part of the application process, statutory public notices were displayed by the applicant at the application site during the representation period; this ran between 30th May 2019 and 27th June 2019 inclusive. In addition, a copy of the public notice was also published in the Chichester Observer on 6th June 2019.
- 4.3 The applicant states the following within the application form which provides a general description of the site and the intended use:

‘Park / Green space with mobile catering units, mobile bars and an outdoor cinema screening all within a contained area. Ticketed only family event with stewards and security 24/7 over the course of the event including build and break down. This event would run annually for a maximum 5 consecutive days between the months of May and September inclusive. (Operating days would be 2, event days would be 3)’

- 4.4 The application seeks a permanent Premises Licence which would allow the requested licensable activities to be conducted at the premises on three consecutive days annually. It should also be noted that the applicant does not wish any Premises Licence to have effect until 26th September 2019. For the avoidance of doubt the area of Priory Park seeking to be used in connection with the provision of licensable activities under the Premises Licence, if granted, is shown at Attachment B. The applicant has not sought permission to authorise 5,000 or more people to be in attendance at the premises at any one time.
- 4.5 The table below illustrates the standard days and timings for the various forms of licensable activities being applied for:

Licensable activities	Proposed by Application
Films (<i>outdoors only</i>)	Friday 19:00 to 22:00 Saturday 10:30 to 22:00 Sunday 10:30 to 18:00
Recorded Music (<i>outdoors only</i>)	Friday 17:00 to 23:00 Saturday 10:00 to 23:00 Sunday 10:00 to 18:30

Supply of Alcohol (<i>for consumption on the premises only</i>)	Friday 17:00 to 22:40 Saturday 10:00 to 22:40 Sunday 10:00 to 18:00
Hours premises are open to the public	Friday 17:00 to 23:00 Saturday 10:00 to 23:00 Sunday 10:00 to 18:30

- 4.6 The applicant provided information within Box M of the application form as to the steps that they intend to take to promote all four of the licensing objectives; the application form is included at Attachment B.
- 4.7 The applicant confirms that no 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 are to be provided.
- 4.8 Arena Sports Live Ltd has nominated Mr Anthony Michael Nash as the proposed Designated Premises Supervisor (DPS) should a Premises Licence be granted. Mr Nash holds a current Personal Licence granted by Test Valley Borough Council (Personal Licence Number: PERS/18/1667). There are no reported incidents known to this Licensing Authority associated with Mr Nash.

5 THE PROCESS AND PROMOTION OF LICENSING OBJECTIVES

- 5.1 The legislation provides a clear focus on the promotion of four licensing objectives which must be addressed when licensing functions are undertaken. Each objective is of equal importance. The licensing objectives are:
- The prevention of crime and disorder,
 - Public safety,
 - The prevention of public nuisance, and
 - The protection of children from harm.

- 5.2 In carrying out its licensing functions, the Licensing Authority must also have regard to its current Statement of Licensing Policy 2016 – 2021, statutory guidance published by the Home Office (April 2018) along with relevant matters raised in any representation(s).

6 RELEVANT REPRESENTATION(S)

- 6.1 A representation is “relevant” if it relates to the likely effect of the grant of a licence on the promotion of at least one or more of the licensing objectives. Representations can be in opposition and/or support of an application. As stated at paragraph 2.1 above, the application attracted 19 (nineteen) relevant representations, all of which are in opposition. All representations whether in opposition or support, and where applicable, the outcome of successful mediation, are reproduced in full at Attachment C.
- 6.2 As outlined at paragraph 2.1 representations were received from both the Chief Officer of Sussex Police and the Environmental Protection Team in their respective roles as Responsible Authorities. Within the representation submitted by Sussex

Police, a number of conditions were proposed which have in principle all been accepted in full by the applicant. In addition, the Environmental Protection Team suggested a number of conditions within their representation, however at the time of compiling this report their proposed conditions have not yet been accepted by the applicant.

- 6.3 The key points extracted from a number of the representations in opposition to the application are summarised below along with a reference to the relevant licensing objective:

'...Priory Park is not a suitable venue for large scale alcohol-fuelled events with large numbers of drunken people exiting the park into a residential area late at night causing damage and exhibiting anti-social behaviour.' **(Prevention of crime and disorder and the prevention of public nuisance)**

'Priory Park is already a favourite destination for children and families as children can run and play in a safe and dog-free environment. Under the proposed event, alcohol would be served from 1000hrs whilst those juvenile events are in progress so encouraging parents to drink in a public place whilst in charge of children....' **(Protection of children form harm)**

'The various outlets will be playing recorded music until 2300 and, despite the applicant's best intentions over noise control, this will cause disturbance as the park is in the middle of a residential area. Furthermore the necessary electricity is to be obtained from generators rather than the mains which will add to the noise, all creating more public nuisance.' **(Prevention of public nuisance)**

'The expected numbers of visitors are far in excess of what Priory Park and the surrounding area can accommodate.' **(Prevention of public nuisance)**

'One can't imagine that hundreds of people, who have been drinking, will be quiet when leaving the Park;' **(Prevention of public nuisance)**

'Alcohol festivities leads to public nuisance and will add a further strain to our limited police and hospital resources.' **(Prevention of public nuisance, prevention of crime and disorder, public safety)**

'With six outlets purveying alcoholic drink for six hours on the Friday, thirteen on the Saturday and eight on the Sunday, the likelihood of disorder is considerable; and of crime, far from negligible.' **(The prevention of crime and disorder)**

'...the use of generators for power and the consequent sustained disturbance to neighbouring properties;' **(Prevention of public nuisance)**

'Prosecco in the Park' is billed as a 'family event'. It is surely impossible to reconcile this with the overt promotion and sale of alcohol as proposed. The hours of operation, and the inevitable distractions, suggest that constant supervision of young children will be jeopardised.' **(Protection of children form harm)**

'They intend to show films from 10am to 11pm which will be a noise nuisance. It is unreasonable for local residents to have to listen to films being projected for 13 hours. Our experience of the summer film festival is that the sound projection is such

you cannot hear it inside your home. Also “A star is Born” and “Bohemian Rhapsody” are rock films with chunks of the films being very loud rock concerts. There is no way of controlling the sound amplification and local residents will be deprived of peace in their homes.’ (Prevention of public nuisance)

‘The link between alcohol consumption and anti-social behaviour (ASB) is well documented. When additional factors such as large numbers of people within a confined residential area are added to the mix, the potential for crime and disorder increases very significantly.’ (The prevention of crime and disorder)

‘I wish to object to the licensing of this proposed event in Priory Park on the grounds that the large numbers of attendees (up to 4000) leaving the park after 11pm (having been drinking for many hours)) and walking through residential streets will no doubt create a public nuisance.’ (Prevention of public nuisance)

‘The area is a residential one, with homes around three of the four sides of the park. Large vehicles and music are likely to cause nuisance and disturbance to some residents who live there.’ (Prevention of public nuisance)

- 6.4 All parties that submitted a relevant representation to the application were sent the statutory Notice of Hearing as was the applicant and/or their representative. The notice invited the various parties to attend the hearing and specifically asked whether they wished to be represented at the hearing.

7 CONSIDERATION

- 7.1 In reaching its determination, the Sub-Committee must take into consideration the promotion of the four statutory licensing objectives, the Council’s Statement of Licensing Policy, the current Home Office Guidance along with written and/or oral evidence during the hearing.
- 7.2 It is very important to note that these are the only matters to be addressed by the Licensing Authority when considering this application. The licensing objectives are the only grounds on which representations can be made, and the only grounds on which the Licensing Authority will be able to refuse an application or impose appropriate conditions in addition to mandatory conditions and those proposed by the applicant in their operating schedule.
- 7.3 Human Rights considerations must be taken into account fully in balancing licensing issues, in particular, article 1 of the first protocol and articles 6 and 8. Article 1 relates to the protection of property and the peaceful enjoyment of possessions and property (holding a licence would be considered a possession). Article 8 relates to the right to respect for private and family life, home and correspondence. Article 6 relates to the right to a fair trial. These are however qualified rights and can be deprived of “in the public interest”. Interference is permissible if what is done: -
- Has its basis in law;
 - Is necessary in a democratic society to fulfil a pressing need or pursue a legitimate aim,
 - Is proportionate to the aims being pursued; and,
 - Is related to the prevention of crime or, the protection of public order or health or the protection of the rights and freedoms of others.

- 7.4 The Sub-Committee must consider each application on its own merits, and in accordance with the principles of natural justice, as well as the provisions of the Licensing Act 2003. All relevant factors must be taken into account, and all irrelevant factors must be disregarded.
- 7.5 All applications before the Sub-Committee must be considered against the backdrop of anti-discriminatory legislation including the Equality Act 2010 and in accordance with the Council's current Equality Strategy.
- 7.6 In accordance with Section 17 of the Crime and Disorder Act 1998 the Council is under a duty to exercise its functions with due regard to the likely effect on, and the need to do all it reasonably can to prevent, crime and disorder in its areas. The possible crime and disorder implications are clearly relevant factors in the consideration of all applications and this is re-emphasised by the Licensing Act 2003 itself. In giving "due regard" to these possible implications members will consider and weigh up all the information available and representations made, including those from Responsible Authorities and any other person(s).
- 7.7 The Sub-Committee are required to give reasons for their decision.

8. OPTIONS OPEN TO THE SUB-COMMITTEE

8.1 When considering this application the following options are available to the Sub-Committee:

- (a) Grant the Premises Licence as applied for;
- (b) Grant the Premises Licence as applied for along with any additional conditions considered appropriate to promote one or more of the licensing objectives on which relevant representations have been received. This may include attaching different conditions to different parts of the premises or to different licensable activities.
- (c) Grant the Premises Licence but exclude certain licensable activities from the licence or reduce the hours being sought during which the licensable activities may take place; or
- (d) Reject the whole or part of the Premises Licence application.

9 BACKGROUND PAPERS

- Licensing Act 2003
- Home Office Guidance issued under section 182 of the Licensing Act 2003 (April 2018)
- Chichester District Council's Statement of Licensing Policy 2016 - 2021

10 ATTACHMENTS

Attachment A: A plan depicting the application site and local area in relation to the representations received by the Licensing Authority.

Attachment B: Copy of the complete Premises Licence application.

Attachment C: Copy of all relevant representations and, where applicable, details of any successful mediation.

Contact:

Mr D Knowles-Ley
Licensing Manager
Licensing Team
dknowles-ley@chichester.gov.uk
01243 534743


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19/00992/LAPRE – Priory Park, Chichester – Relevant Representations Received

	Responsible Authority	
1	Chief Officer of Sussex Police	
2	Environmental Protection Team	

Public	Name of Representor	Address	Stance
3	Mr Alan H.J. Green	10 Stockbridge Road, Chichester, PO19 8DP	OBJECT
4	Mr Philip E. D. Robinson	27 New Park Road, Chichester, PO19 7YF	OBJECT
5	Councillor Martyn Bell	11 Whistler Avenue, Chichester, PO19 6DL	OBJECT
6	Mr Guy Knight	Not available	OBJECT
7	Mr Stuart Pembery	The Flat, 57 North Street, Chichester, PO19 1NB	OBJECT
8	Tom And Marianne Lecompte	Not available	OBJECT
9	Dr Barbara Ely	36 Franklin Place, Chichester, PO19 1BL	OBJECT
10	Ms Sophie Powell	Not available	OBJECT
11	Mr John Coldstream	Not available	OBJECT
12	Dr David Hide	Priory Road, Chichester, PO19 1NS	OBJECT
13	Ms Joanna Lewis	Not available	OBJECT
14	Mrs J M Barker	6 Litten Terrace, Chichester, PO19 7SA	OBJECT
15	Mrs Susi Richardson	1 Franklin Place, Chichester, PO19 1BL	OBJECT
16	Mr Edward Milward-Oliver	Not available	OBJECT
17	Mr Brian Dean	6 East Walls Close, Chichester, PO19 1UL	OBJECT
18	Mrs Marcia Knight	7 St Martins Square, Chichester, PO19 1NR	OBJECT
19	Anne Scicluna	40 Adelaide Road, Chichester, PO19 7NF	OBJECT

19/00992/LAPRE
Prosecco in the Park
Priory Park
Chichester

 Representations

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2019. Ordnance Survey. 100018803.
Chichester District Council,
East Pallant House, 1 East Pallant,
Chichester, West Sussex, PO19 1TY.

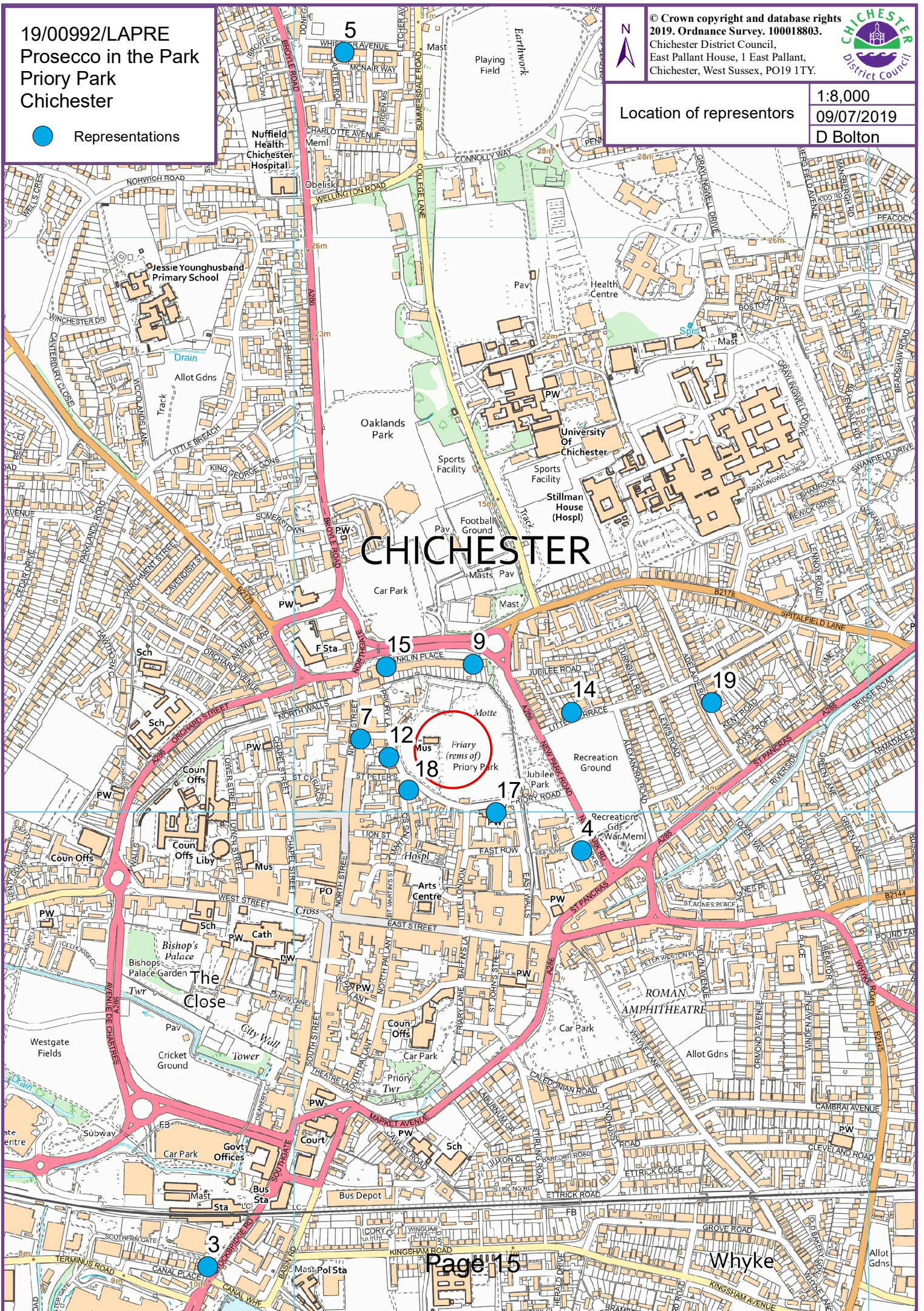


Location of representors

1:8,000

09/07/2019

D Bolton



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FORM: L09

Case Reference Number:
(offices use only)

LICENSING AUTHORITY

Chichester District Council, East Pallant House, East Pallant, Chichester, West Sussex, PO19 1TY

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 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 Sarah Anne Hodkinson for Arena Sports live Ltd 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
PRIORY PARK
PRIORY ROAD
Post town CHICHESTER Postcode PO19 1BL

Telephone number at premises (if any)

Non domestic rateable value of premises £

Part 2 - Applicant Details

Please state whether you are applying for a Premises Licence as:

- a) an individual or individuals*
b) a person other than an individual*
i. as a limited company/limited liability partnership
ii. as a partnership (other than limited liability)
iii. as an unincorporated association or
iv. other (for example a statutory corporation)
c) a recognised club

- d) a charity
- e) the proprietor of an educational establishment
- f) a health service body
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England
- h) the Chief Officer of Police of a police force in England and Wales

<input type="checkbox"/>	please complete section (B)
<input type="checkbox"/>	please complete section (B)
<input type="checkbox"/>	please complete section (B)
<input type="checkbox"/>	please complete section (B)
<input type="checkbox"/>	please complete section (B)
<input type="checkbox"/>	please complete section (B)

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

Please tick

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

I am making the application pursuant to a

Statutory function; or

A function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr

Mrs

Miss

Ms

Other title (for example, Rev)

Surname

First names

I am 18 years old or over

Please tick if yes

Date of Birth

Nationality

Current residential address if different from premises address

Post Town

Postcode

Daytime contact telephone number

Email address (optional)

Where applicable (if demonstrating a right to work via the Home Office online via right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr Mrs Miss Ms Other title (for example, Rev)

Surname

First names

I am 18 years old or over

Please tick if yes

Date of Birth

Nationality

Current residential address if different from premises address

Post Town

Postcode

Daytime contact telephone number

Email address (optional)

Where applicable (if demonstrating a right to work via the Home Office online via right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)

(B) OTHER APPLICANTS

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

Name Arena Sports Live Ltd
Address ELIZABETH HOUSE QUEEN STREET ABINGDON OX14 3LN
Registered number (where applicable) 10144302
Description of applicant (for example, partnership, company, unincorporated association etc.) LIMITED COMPANY
Telephone number (if any) 08454 750 796
E-mail address (optional) sarah@arenasportslive.com

Part 3 - Operating Schedule

When do you want the Premises Licence to start?

Day		Month		Year			
2	6	0	9	2	0	1	9

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

Day		Month		Year			

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

Park / Green space with mobile catering units, mobile bars and an outdoor cinema screening all within a contained area. Ticketed only family event with stewards and security 24/7 over the course of the event including build and break down. This event would run annually for a maximum 5 consecutive days between the months of May and September inclusive. (Operating days would be 2, events days would be 3)

If 5000 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 Schedule 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any that apply

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

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

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (✓) (please read guidance note 3)	Indoors		
Day	Start	Finish		Outdoors		
Mon			Please give further details here (please read guidance note 4)	Both		
Tue						
Wed				State any seasonal variations for performing plays (please read guidance note 5)		
Thur						
Fri				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 (please read guidance note 6)		
Sat						
Sun						

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of a films take place indoors or outdoors or both – please tick (✓) (please read guidance note 3)	Indoors		
Day	Start	Finish		Outdoors	X	
Mon			Please give further details here (please read guidance note 4)	Both		
Tue						
Wed				State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur						
Fri	19:00	22:00		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 6)		
Sat	10:30	22:00				
Sun	10:30	18:00				

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 5)
Tue			
Wed			
Thur			
Fri			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list. (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainment Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (✓) (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed				State any seasonal variations for the boxing or wrestling entertainment (please read guidance note 5)	
Thur					
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list. (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (✓) (please read guidance note 3)	Indoors		
Day	Start	Finish		Outdoors		
Mon			Please give further details here (please read guidance note 4)	Both		
Tue						
Wed				State any seasonal variations for the performance of live music (please read guidance note 5)		
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 6)		
Sat						
Sun						

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (✓) (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	x
Mon			Please give further details here (please read guidance note 4) Music will be played at the bars creating a variation of volume-controlled music ensuring not to create a high volume/festival style event	Both	
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Thur					
Fri	17:00	23:00	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 6)		
Sat	10:00	23:00			
Sun	10:00	18:30			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (✓) (please read guidance note 3)		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)			
Mon						
Tue			State any seasonal variations for the performance of dance (please read guidance note 5)			
Wed						
Thur			Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list. (please read guidance note 6)			
Fri						
Sat						
Sun						

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing			
			Will this entertainment take place indoors or outdoors or both – please tick (✓) (please read guidance note 3)		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)			
Mon						
Tue			State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)			
Wed						
Thur			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list. (please read guidance note 6)			
Fri						
Sat						
Sun						

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (✓) (please read guidance note 3)	Indoors		
Day	Start	Finish		Outdoors		
Mon			Please give further details here (please read guidance note 4)	Both		
Tue						
Wed				State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Thur						
Fri						
Sat				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 6)		
Sun						

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the sale of alcohol be for consumption on or off the premises or both – please tick (✓) (please read guidance note 8)	On the premises	x
Day	Start	Finish		Off the premises	
Mon			State any seasonal variations for the supply of alcohol (please read guidance note 5)	Both	
Tue					
Wed					
Thur			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 6)		
Fri	17:00	22:40			
Sat	10:00	22:40			
Sun	10:00	18:00			

State the name and details of the individual whom you wish to specify on the licence as Designated Premises Supervisor (please see declaration about the entitlement to work in the checklist at the end of the form):

Name

Anthony Michael Nash

Date of Birth

[REDACTED]

Address

[REDACTED]

Postcode

[REDACTED]

Personal Licence number (if known): PERS/18/1667

Issuing Licensing Authority (if known): Test Valley Borough Council

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon			Non standard timings. Where you intend to open the premises to be open to the public at different times from those listed in the column on the left, please list. (please read guidance note 6)
Tue			
Wed			
Thur			
Fri	17:00	23:00	
Sat	10:00	23:00	
Sun	10:00	18:30	

M

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 10)

Strong management controls and effective training of all staff so that they are aware of the premises licence and the requirements to meet the four licensing objectives with particular attention to:
No selling of alcohol to underage people, no drunk and disorderly behaviour on the premises area.
Vigilance in preventing the use and sale of illegal drugs at the event. No violent and anti-social behaviour and no harm to children.

Operating Schedules with clear hours of operation and licensable activities during those hours on show.

Clear "Challenge 25" information to prevent the supply of alcohol to under-age drinkers.

Stewards and Security on site 24/7 over the course of the event.

Noise management plan set out and administered

As a licensed event we know that it is necessary to carry out our functions with a purpose of promoting these objectives. We promise to support these objectives through our operating schedules and other measures

(including staff training and qualifications, policies, and strategic partnerships with other agencies).

b) The prevention of crime and disorder

Security will be on site 24/7 to monitor entrances, exits, and other parts of the premises in order to address the prevention of the crime objective.

A clear and legible notice outside the premises indicating the event hours under the terms of the premises licence during which licensable activities are permitted.

Clear and conspicuous notices warning of potential criminal activity, such as theft, that may target customers will be displayed.

No selling of alcohol to drunk or intoxicated customers.

Custom will not be sought by means of personal solicitation outside or in the vicinity of the premises.

Prevention and vigilance in illegal drug use at the event.

Staff will be well trained in asking customers to use premises in an orderly and respectful manner and prevent drinking alcohol irresponsibly.

c) Public safety

External lighting will be positioned where required.

Well trained staff adherence to environmental health requirements.

Training and implementation of underage ID checks

First Aid Medics will be on site throughout the course of the event.

Risk Assessments and method statements will be carried out.

Security checks/bag searches will be carried out at the entrance. All alcohol will be confiscated and return once leaving the event.

d) The prevention of public nuisance

Noise management plans to be set out and administered.

The placement of the LED screen and speakers to be positioned so the least amount of noise will impact on nearby residents.

Bar music will be a variation of low level music ensuring not to create a high volume / festival style event.

Prominent, clear and legible notices will be displayed at the exit requesting the public to respect the needs of nearby

residents and to leave the premises and the area quietly.

Deliveries of goods necessary for the operation of the business will be carried out at such a time or in such a manner as to

prevent nuisance and disturbance to nearby residents.

The Licensee will ensure that staff who arrive early morning or depart late at night when the business has ceased trading conduct themselves in such a manner to avoid causing disturbance to nearby residents.

Customers will be asked not to stand around loudly talking in the street outside the premises.

Customers will not be admitted to premises above opening hours.

The movement of bins and rubbish outside the premises will be kept to a minimum after 11.00pm when the event is closed to the public.

Any lighting on or outside the premises will be positioned and screened in such a way so as to not cause a disturbance to nearby residents.

Adequate waste & recycle receptacles for use by customers will be provided in the local vicinity.

e) The protection of children from harm

"Challenge 25" signs will be visible on all bars that encourages anyone who is over 18 but looks under 25 to carry

acceptable ID if they wish to buy alcohol.

Staff will be well trained in the requirements for a persons' identification. Logbooks will be kept on all bars.

A schedule of all films and their rated classification will be advertised and displayed before and during the event.

Age appropriate films will be scheduled at times aimed at a younger audience.

Films rated 15+ will be shown after 17:00hrs and signs for these will be erected to warn families as well as announcements over the onsite PA system and throughout all print and social media.

Please tick ✓

- | | |
|---|---|
| • I have made or enclosed payment of the fee. | X |
| • I have enclosed a plan of the premises. | X |
| • I have sent copies of this application and the plan to Responsible Authorities and others where applicable. | X |
| • I have enclosed the consent form completed by the individual I wish to be Designated Premises Supervisor, if applicable. | X |
| • I understand that I must now advertise my application. | X |
| • I understand that if I do not comply with the above requirements my application will be rejected. | X |
| • [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15). | |

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.


IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s Solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

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 9)

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
--------------------	--

Signature ..  ..

Date 29/05/2019

Capacity marketing + event manager

For joint applications, signature of 2nd applicant or 2nd applicant’s Solicitor or other authorised agent (see guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature

Date

Capacity

Contact Name (where not previously given) and address for correspondence associated with this application (please read guidance note 14)	
Sarah Hodgkinson Arena Sports Live Ltd 134 Boston House Downsview Road	
Post town: Wantage	Postcode: OX12 9FF
Telephone number (if any): 08454 750 796	
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)	
sarah@arenasportslive.com	

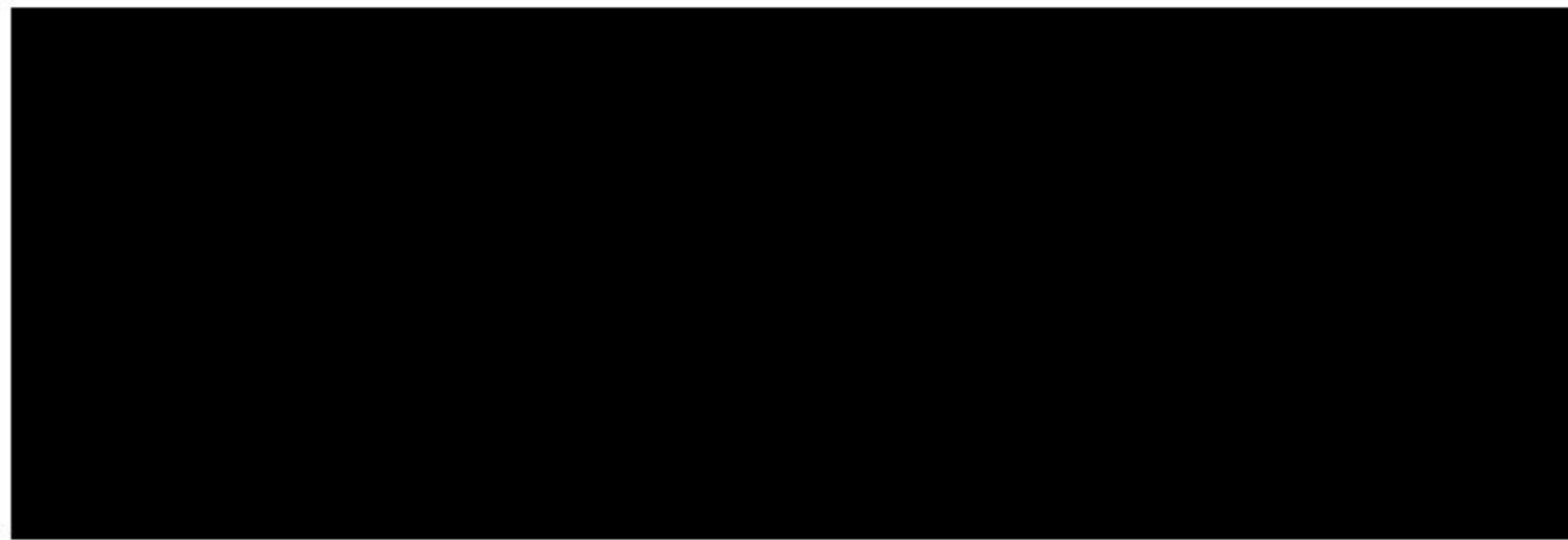
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**EVENT MANAGEMENT PLAN
PROSECCO IN THE PARK**

PRIORY PARK, PRIORY ROAD,
CHICHESTER, PO19 1BL

Version 1 - MAR 2019



Event Management plan for Prosecco in the Park 2019

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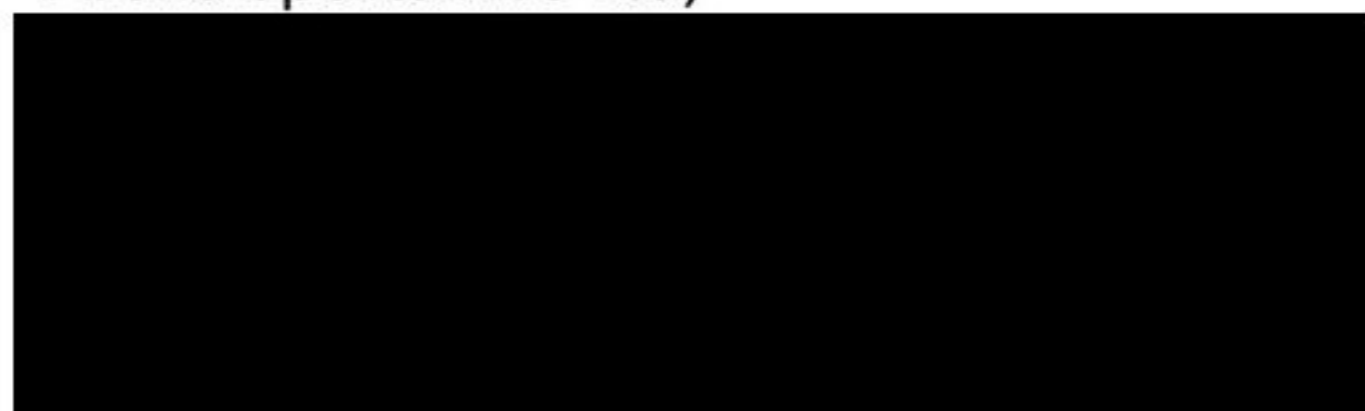
- Risk Assessments
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Event Overview

Organiser: Arena Sports Live Ltd,



ASL Managing Director: Matt Bates - M: [REDACTED]

Event Manager: Sarah Hodgkinson - M: [REDACTED]

The safety of staff and visitors to the event. Overall control and coordination of the event. Manage staff and assign their roles and responsibilities and to manage the event control throughout the duration of the event.

Licenses: Tony Nash (DPS) & Sarah Hodgkinson



Production/Site Manager: Tony Nash - M: [REDACTED]

Deputy for the Event Manager in their absence. Ensure the site is prepared as agreed for the event. Carry out regular site inspections in the build-up and during the event. Ensure event infrastructure is delivered on time and set up as per the agreed plan. Liaise with concessions, operators, traders and stall holders to ensure they are located and operating correctly. Manage any issues that arise relating to the site during the event.

H&S Manager: Roy Barton - M: [REDACTED]

Responsible for all Health & Safety, Insurance and Risk Management connected to the event.

ASL Office Manager: Claire Ajimi - T: [REDACTED]

Responsible for all accounts and administration connected to the event.

Marketing & Communications: Grace Weddell - M: [REDACTED]

Responsible for all marketing and promotional activities connected to the event.

Child Safety Officer: Gaynor Nash - M: [REDACTED]

Event Description

Prosecco in the Park is an event designed to target a female and family audience. Families of all ages will enjoy a wide variation of romantic comedies, child and family suitable films shown on a big screen situated in a prominent position within the site with films shown in the mornings being aimed at a younger audience and is designed towards creating a relaxed atmosphere throughout.

Music will play at the bars creating a fun variation of volume-controlled music ensuring not to create a high volume / festival style event.

Children and families will be able to enjoy sports activities in the connecting areas with football goals, basketball & volleyball nets. This area will be known as the 'family games area'.

One of the films to be screened is rated 15+, as indicated on the schedule. This film will be shown at 1900hrs on the Friday evening which will be an adult ticket only event. Child tickets will be suspended for this night only. Signs for all film ratings will be erected to warn attendees as well as announcements over the on-site public-address system. Ticket purchasers and visitors are made aware of the film schedule and film ratings as follows;

- The event website
- Throughout all social media posts

- On printed collateral such as leaflets and newspapers
- Signs throughout the venue
- On the live screen prior to the film

Dates and Duration

Build-up

- Thursday 26th September starting from 07:00hrs to 18:00hrs
- Friday 27th September from 08:00hrs to 14:00hrs

Events Days

- Friday 27th September
 - Gates open 17:00hrs
 - Events closes 23:00hrs
 - Site cleared of public by 23:15hrs
- Saturday 28th September
 - Gates open 10:00hrs
 - Events closes 23:00hrs
 - Site cleared of public by 23:15hrs
- Sunday 29th September
 - Gates open 10:00hrs
 - Events closes 18:30hrs
 - Site cleared of public by 18:45hrs

Breakdown / De Rig

- Monday 30th September starting from 08:00hrs to 18:00hrs
- Site clear by 18:30hrs

Event Schedules

Friday

1700hrs - Public gates open
1700hrs – All concessions open
1900hrs – Film, A STAR IS BORN (15)
2240hrs – All concessions close
2300hrs – Event close

Saturday

1000hrs - Public gates open
1000hrs – All concessions open
1030hrs – Film, SING (PG)
1300hrs – Film, INCREDIBLES 2 (PG)
1530hrs – Film, MARY POPPINS RETURNS (PG)
1900hrs – Film, BOHEMIAN RHAPSODY (PG-13)
2240hrs – All concessions close
2300hrs – Event close

Sunday

1000hrs - Public gates open
1000hrs – All concessions open
1030hrs – Film, PETER RABBIT (PG)
1300hrs – Film, THE GREATEST SHOWMAN (PG)
1500hrs – Film, AQUAMAN (PG-13)
1800hrs – All concessions close
1830hrs – Event close

Production Schedule

Thursday

07:00hrs – Site manager and production team arrive on site
08:00hrs – Fencing is delivered to site and installed to make a safe working area
08:00hrs – All production staff arrive on site
08:00hrs – Day security arrives on site
08:00hrs – Site safety briefing (all staff)
08:00hrs – Erect and lock all fencing
08:00hrs – Build BOH
08:00hrs – Build entrance and set up entrance / welcome / Management Office
08:00hrs – Lighting Towers and Fork Lift arrive on site
09:00hrs – All production vehicles arrive on site
09:00hrs – Place food and beverage outlets
09:00hrs – Build all bar areas
09:00hrs – Skips & Bins arrive on site – Position in BOH
10:00hrs – Audio & Visual, Power & Distribution equipment arrives on site
11:00hrs – Position and erect all Star Shades
12:00hrs – Venue power live
12:00hrs – Toilets and Wash areas arrive on site
13:00hrs – Place and build entrance area
17:00hrs – Night security arrives on site
18:00hrs – All production work finished & safety checked

Friday

08:00hrs – All production staff arrive on site
08:00hrs – Staff briefing (all staff)
08:00hrs – Continue production set up
08:00hrs – Furniture arrives on site
10:00hrs – Concessions continue to position and stock
14:00hrs – Bar staff briefing
10:00hrs – Branding commences
12:00hrs – Sound & vision test
13:00hrs – Set up entrance gates / area for public
14:00hrs – Ensure correct public signage is in place
16:00hrs – Entrance gate staff briefing
16:30hrs – All areas final checks
16:30hrs – All staff in position
17:00hrs – Gates open to the public
17:00hrs – Event commences
17:00hrs to 22:40hrs – See event schedule

Saturday

See event schedule

Sunday

See event schedule

Sunday

17:00hrs – Production staff briefing
18:00hrs – All concessions close
18:45hrs – All public clear from site
18:45hrs – Stock cleared from concessions
18:45hrs – Vehicles allowed access once area is clear of public
18:45hrs – Audio & Visual, Power & Distribution packed down and removed from site
18:45hrs – Production staff clear all furniture
19:00hrs – All concessions pack down & close units
19:00hrs – Pack down all Star Shades

19:30hrs – Mobile concessions units are removed from site
20:00hrs – Close venue

Monday

08:00hrs – Production staff briefing
08:00hrs – Remove all branding & signage from site
08:00hrs – Remove and collect all fencing
10:00hrs – Production vehicles start to be loaded
10:00hrs – Container bars are collected
12:00hrs – Waste & Skips removed from site
12:00hrs – Collect toilets
12:00hrs – All furniture is collected from site
12:00hrs – Toilets and wash areas are collected & removed
16:00hrs – Tower Lights & Fork Lift are removed from site
16:00hrs – Management office is packed down
18:00hrs – Venue cleared

Vehicles

Production Vehicles Remaining on Site

- 1 x ASL Mercedes Vito Van
- 1 x ASL Mercedes X Class Pick Up
- 1 x ASL Mercedes Sprinter Van

Food, Beverage and Event Vehicles Remaining on Site

- 1 x ASL Mercedes Atego Fridge Lorry
- 1 x American RV Prosecco Bar
- 1 x Live LED Screen Truck
- 3 x Food concessions vehicles
- 1 x Coffee vehicle

Delivery Vehicles

- 4 x Articulated units delivering 2 x containers each
- 1 x vehicle delivering toilets and hand wash units
- 1 x vehicle delivering PA, generators and power distribution
- 1 x vehicle delivering fencing
- 1 x vehicle delivering fork lift & tower lights
- 1 x vehicle delivering furniture
- 3 x vehicles delivering recycling waste skips & bins

Expected / Targeted Attendance

- Friday - 999 (over the course of the evening)
- Saturday - 2000 (over the course of the day & evening)
- Sunday - 2000 (over the course of the day & evening)

Temporary Structures

- 3 x 16m Star Shade Tents – 6m height with 100kph wind load
- 3 x 20m x 25m twin post Star Shade tents – 6m height with 100kph wind load
- 6 x 6m circular Geodesic tent – 3.6m height with 120kph wind load
- 1 x LED Screen Truck 5.10m

Lighting

Mobile temporary lighting structures will be positioned at the entrance and exit points and exit routes of the event during darker hours when required.

Traders

1. The Mobile Prosecco & Champagne Bar (ASL owned)
2. The Cocktail Box (ASL owned)
3. The Gin House (ASL owned)
4. The Craft Beer Bunker (ASL owned)
5. AquaStation (ASL owned)
6. The Oxford Pizza Company (ASL owned)
7. Mobile Prosecco Bar Merchandise stand (ASL Owned)
8. Food concession 1 – TBC : Tender App: 12/02/19
9. Food concession 2 – TBC : Tender App: 12/02/19
10. Food concession 3 – TBC : Tender App: 12/02/19

Suppliers

All suppliers to the event are to be announced after procurement process. Note: Tender app: 12.02.19.

Handling of site contractors

Throughout the construction of the event, we will be procuring site contractors to work in the following areas of expertise - Supply of site services such as power, fencing and other hired in equipment.

All suppliers and contractors will be rigorously checked through a safety procedure to ensure they comply and supply, Insurance, RAMS and Health & Safety documents

All site contractors will attend a site safety briefing prior to being allowed on site.

Power & Lighting

Power, distribution and lighting will be supplied through ARB Sound & Vision.

Water & On-Site Services

Where possible we would like to connect to on site services. However, we will supply all services if not available.

Public Health and Welfare

Within the event health & safety, risk assessments and method statements, we will ensure provision is made to adhere to the regulations set throughout in accordance to:

- Considering key risks
- Emergency plans
- Emergency procedures
- Counter Terrorism
- Evacuation
- Medical assistance
- Show Stop

Waste Management

Throughout the event site we will place recycling stations and waste management staff for both the public and food & beverage concessions which will provide an effective segregation system for mixed recyclables and

general (non-recyclable) waste. This enables us to divert up to 100% of event waste from landfill and significantly reduce our carbon footprint.

Noise Management

Prosecco in the Park is not a noisy event with high volume levels. We are not a concert / festival and we do not have live bands.

Working within Audio Logical Ltd, the main sound system will be set for live screen viewings of the films advertised without exception. This audio system will not be used outside of these times (please see schedule). Audio will be played from DJ's and sound systems placed at food and beverage concessions at low to moderate levels.

All sound levels will be monitored constantly by assessing the areas around the outer perimeter of the event.

Entertainment

The entertainment throughout the event consist of:

- Licensed live screen movies
- Family games area
- Premium bars
- Street food concessions
- Park relaxation
- low volume DJ music in bars

Animals

To ensure that suitable and sufficient crowd safety and security arrangements are in place, and to ensure animal welfare, the presence of dogs or pets are not as a matter of course permitted at our events. (This does not apply to guide dogs or similar provisions).

Crowd Management

Entrance & Exit points

All areas will be clearly marked with signage throughout the site.

Accessibility and Disability

All provisions will be made to ensure access to our event is accessible for all. Please see attached the 'ASL Equality statement@ document

Security/Stewarding arrangements

Licensed Security and Stewarding staff will be on site throughout the event from 0800hrs on the Thursday prior to 1800hrs on the Monday after the event rotating on a 24 hour basis.

Barriers

The event is enclosed within a mixture of CCB (Crowd Control Barriers) and Heras fencing. Emergency exits in fences are demarked on the event plan.

Management of attendee numbers

The event will be designed to accommodate a maximum of 3,000 people at any one time following the Event Book Guidelines for:

- Public amenities
- Stewarding & Security
- Concessions
- Waste Management

Tickets are sold prior to the event via Ticketmaster and www.proseccointhepark.co.uk. Sales will not exceed the maximum numbers at any one time. If the event is sold out prior to the event starting, customers are advised via the event website and social media and tickets will not be made available on the door. Admission is also available upon the entrance should the sales numbers not be achieved prior to the event.

Communications

PA System & Scripts

At any time required, the main audio system can be overridden for PA announcements.

Signage and Public Information

All event signage and public information will be available on signs throughout the site and via the Prosecco In The Park mobile app / website.

Media Handling

All media will be managed internally by Grace Weddell (ASL Communications Manager).

Radios

An internal & licensed radio system will be used to communicate a tiered comms structure between the following:

- Event Control
- Management
- Local Authorities (if required)
- Security
- Production
- Medical
- Trade & Concessions

Event Cancellation Plan

Please see attached the 'ASL Emergency Plan' document

Traffic Management

Access for attendees to the event will be 'on-foot' via the Priory Road. The entrance to the event is located at the Priory Road entrance of the park.

Emergency Vehicle Access

Emergency vehicles will access the site via Priory Road entrance.

Road closures

There are to be no road closures.

Public Transport

The Prosecco in the Park website will promote attending the event via public transport and will make clear on venue location maps via the google map account.

Prosecco in the Park is designed to attract a local audience that can walk to the event.

Parking

Unless designated onsite parking is agreed, all public travelling by vehicle will be advised to park in local car parks noted on the event website and walk to the event.

Medical and First Aid Cover

Adequate medical cover will be in place for the public at the event with the following:

- 2 x Emergency Medical Trained Technicians
- Designated Medical Area/Tent

Risk Management

Risk Assessments

Please find attached 'ASL Risk Assessment PITP' document

Fire Risk Assessments

Please find attached 'ASL Fire Risk Assessment PITP' document

Insurance

Please find attached 'Public Liability Insurance Sport Insure Cover Note' document

Weather

Please find attached 'ASL 2019 Adverse Weather Plan' document

Health and Safety

Please find attached the 'ASL Health Safety Policy Procedure 2019' document

*Please note MC Federation is a part of the same company group as ASL hence why they are on the same policy documentation

Equality Statement

Please find attached the 'ASL Equality Statement' document

Incident Management

Welfare of Children

Please find attached the 'ASL Lost Child ID Form', 'ASL Lost Child Procedures' and the 'ASL Safeguarding Children Policy 2019'

Incident Reporting & investigating – Emergency procedures

Please find attached the 'ASL Emergency Procedure'

Communication with the public

As detailed within the RAMS documents and within the EMP, the event manager has control of the PA system where any communication with public will be made from.

Police and other authorities

All emergency services and authorities will be updated within the SAG meetings.

Event evacuation Plan – Assembly points

All exit and emergency exit points are clearly marked on the perimeter CCB and Heras fence points where, should there be an emergency, ASL staff will open immediately allowing egress.



PRIORY PARK, CHICHESTER
PROSECCO IN THE PARK - SITE PLAN

PROSECCO
IN THE PARK
Film & Fizz Festivals

KEY

- 1 Crowd Control Barriers (outer barriers)
- 2 Heras fencing
- 3 Entrance & Exit Point

20m

CONTACT: Sarah Hodkinson sarah@arenasportslive.com arenasportslive.com

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Consent of individual to being specified as premises supervisor

Anthony Michael Nash

[full name of prospective premises supervisor]

of



[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

Premises Licence for Prosecco In The Park, Chichester, Priory Park

[type of application]

by

Sarah Hodgkinson, Arena Sports Live Ltd

[name of applicant]

relating to a premises licence

[number of existing licence, if any]

for

Prosecco In The Park - Chichester
Priory Park
Priory Road
Chichester
PO19 1BL

[name and address of premises to which the application relates]

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and any premises licence to be granted or varied in respect of this application made by

Sarah Hodgkinson, Arena Sports Live Ltd

[name of applicant]

concerning the supply of alcohol at

Prosecco In The Park - Chichester
Priory Park
Priory Road
Chichester
PO19 1BL

[name and address of premises to which application relates]

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

PERS/18/1667

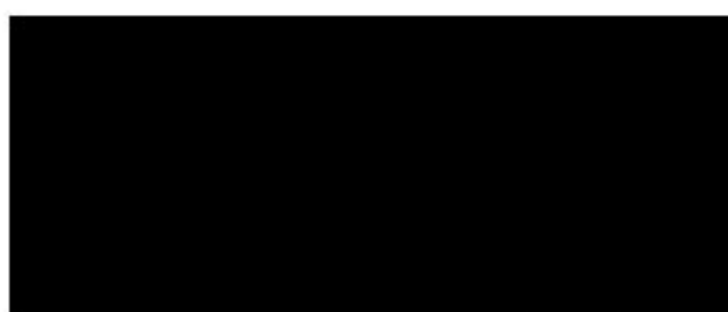
[insert personal licence number, if any]

Personal licence issuing authority

Test Valley Borough Council, Beech Hurst, Weyhill Road, Andover,
Hampshire, SP10 3AJ Tel: 01264 368000

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed



Name (please print)

Anthony Michael Nash

Date

28/05/2019

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ADVERSE WEATHER PLAN

VERSION 1.0

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1. Introduction

Arena Sports Live Ltd (ASL) mainly organises outdoor and indoor public attended events. These temporary events take place outdoors. As such they are susceptible to inclement weather, and poor conditions can prove to be very hazardous to all involved. As an outdoor event, temporary demountable structures are used. These are a cause for consideration in inclement weather.

1.1. Background

ASL has a broad portfolio of events and has experience in dealing with all types of weather conditions across the country.

The two main contributing factors to the safe onsite movement during inclement or hazardous weather are track matting and the layout of the service routes. Sturdy metal track matting is used at key points such as bottle necks, entrance and exit routes, and particularly busy points such as behind the main stage if required.

1.2. Objectives

The Objectives of this plan are to ensure that adverse weather is dealt with appropriately and that any injuries or accidents caused by inclement conditions are avoided. The priority is to ensure the safety of all persons on the site at the time of hazardous conditions and to ensure that no damage is done to property of site or in the surrounding area.

2. Responsibilities

It is the policy of ASL to monitor weather forecasts for three weeks prior to the event. Should these forecasts predict hazardous weather then the appropriate actions will be taken in order to prepare the site. If dangerous or severe weather is forecast, then the event will be cancelled or postponed. Should the conditions on site become inclement without warning then the appropriate action will be taken as listed below for each condition.

The event Manager will be responsible for monitoring the weather forecast prior to and during the event. The weather monitoring method is detailed below. Should inclement weather be forecast for the event dates then managers will ensure that the marquee company and other suppliers are aware and Emergency Plan provisions are put into place. Should inclement weather be forecast for a time period before the event then all on site staff will be informed and work will be altered or cancelled accordingly.

3. Monitoring

Weather monitoring is key to any outdoor event as weather conditions can not only make or break an event but can also be potentially hazardous and cause attendees to be put at risk. As a result, all precautions must be taken to ensure that any adverse weather can be dealt with and to be reliably informed of what to expect in order to be suitably prepared. Weather monitoring is the best defence against adverse weather conditions as it allows you to act before the conditions take hold and so avoid dangerous situations. The event team will monitor weather through conventional systems such as BBC Weather and Met Check

BBC Weather (<http://www.bbc.co.uk/weather>) and Met Check (<http://www.metcheck.com/UK>) will be used to monitor the weather. The long-range forecast monitors 10 days in advance. Top temperatures, wind speed and whether rain has been forecast or not will be recorded.

3.1. Short Range Forecast

Short Range Forecasts will also use BBC weather (<http://www.bbc.co.uk/weather>) and Met check (<http://www.metcheck.com/UK>). These forecasts offer more in depth and accurate information. These will also be recorded in the above tables.

The below conditions and times at which they are forecast to occur will be recorded:

- Heavy rain
- High Temperature
- Storms
- Wind speed

These reports will be continued after the event in order to monitor weather during the load out.

3.3.1. Max Temp

On the general forecast sheet and using the short-term forecast data layout shown above in Figure 3 and the key shown in Figure 4, the top temperature will display as red when the temperature is predicted to be above 25°C, it will display as Yellow at around 5°C and this will turn to orange gradually as the temperature approaches 20°C. Below 5°C it will display as White. If the Temperature is dangerously high a warning will appear next to it.

3.3.2. Wind Speed

Wind speed will display as red when the wind is predicted to be above 30MPH on that day, yellow to orange for forecasts of 7 to 23 MPH and White for wind speeds forecast below 7 MPH.

3.3.3. Rainfall

Rainfall will display as red if forecast is predicted to be heavy, yellow to orange if it is forecast is moderate to light and white if it is forecast no rain.

3.3.4. Storms

Should any type of storm be forecast then it must be entered in to the extreme weather column. This will raise a WARNING in the adjacent column and Management must be on alert.

3.4. Warning Information

If any of the monitored types of weather reach potentially dangerous proportions then a **WARNING** will appear next to it in the adjacent column. Should this happen during the event the weather monitor will report it to the management team, either the operational planning officer or the Festival Director.

4. Arrangements and Procedures

This section lays out the arrangements and procedures in the event of adverse weather. In order to ensure these procedures can be effectively implemented, an action plan (see Appendix A - Action plan) has been produced and should be held at event control during the event.

4.1. Wet Weather

During periods of bursts of intermittent rain fall, event marquees will provide temporary shelter, though if the rain looks to be extended and heavy, the Management Team will discuss whether to carry on or close the event. The land owner will be consulted as to the conditions of the ground. As shown on the site plan, track matting will be laid in key bottle neck/high risk areas. The relevant contractor will be on call if more is required as the event unfolds. Tractors will also be available to pull vehicles should they become stuck.

4.2. Strong Winds

Should the wind speed approach 30 MPH, then a close watch will be kept on the site and the “on call” teams from the Marquee Company and other suppliers will be alerted and asked to be on standby, should the site need to be cleared and the Marquees Dropped. Should the wind speed threaten the integrity of any small gazebos then these will be dismantled. The fast release sheets will be removed.

All companies providing larger commercial marquees will also provide information regarding wind load factors. As with heavy rain, the Management will discuss the necessity of closing the event should public safety be threatened. It is the Festival’s policy that should strong winds (winds approaching 30 mph) be forecast in the week preceding the forecast date, then an anemometer reading will be taken three times a day. Should calm or very light winds be forecast then no anemometer readings will be taken, but the forecast will be closely monitored as shown in Fig 1 - Fig 4. Should wind speeds exceed 30mph then Marquees will be dropped and all precaution will be taken with the stage. Should they exceed 40mph the site will be evacuated.

4.3. Electrical Storms

In the event of a thunder storm with lightning that may be nearby, public will be reminded to stay away from electrical equipment and take shelter until the storm has passed. All metal poles in Marquees will be covered to prevent people touching them during a storm. Public must be reminded of the dangers of camping in a thunderstorm and informed that if they cannot get to shelter or are in their tent then they should crouch with their shoes on and their hands resting on their knees or covering their ears. They should be reminded not to let their knees or hands touch the ground and not to lie flat on the ground. This will be communicated via signage whilst the communications involved with shepherding people to safety are detailed in Appendix S - Communication Plan. It is most likely that people will shelter in Marquees during a thunder storm. Whilst these do not offer much protection from Lightning it is most likely that lightning will strike the highest object as it will always follow the quickest route to the ground. Should a storm pass directly over a marquee it is therefore assumed that the central pole will be struck being the highest point and made of a conductive material. This could provide injury or death to a person or persons in contact with the pole. Therefore, all marquee poles will be separated from public contact with an insulating material and a barrier. With this precaution taken the Marquees will be a suitable place for shelter in a thunder storm should people not wish to take shelter in their vehicles.

Staff may take shelter in the containers and offices around site as these offer protection from electrical storms, even if not grounded. If strong winds occur as well as an electrical storm then marquees will have to be closed and people will be advised to seek shelter in their vehicles.

Note that all generators will be earthed.

4.4. Sun Exposure

All event staff, crew and volunteers shall be briefed to wear appropriate clothing and sun block or sun cream. The Compare on each stage will announce a reminder that all attendees should be wearing sun cream and cover any exposed skin and wear a hat in extreme cases. Attendees will also be reminded via the stage and staff that they are welcome to take shelter from the sun in any of the numerous marquees around the site and that free water is available from the main bar.

If high temperatures and high sun exposure is forecast, then the management team will be informed and adequate amounts of sun cream will be made available to the public.

4.5. Event Closure

The event Manager in consultation with key staff will make any decisions on closing part or the entire event during extreme weather. Please see the Emergency Plan for further information.

5. APPENDIX A - ACTION PLAN

Wet Weather

1. Spread excess straw in the path ways, gates and any wet areas for pedestrians.
2. Encourage people to take shelter.
3. Restrict on site movement to the absolute essential.

Rain	
Degree of Severity	Action
5mm	Monitor
10mm	React
20mm	advise people to go to vehicles
30mm	advise people to go to vehicles
40mm	advise people to go to vehicles
50mm	evacuate
60mm	evacuate
70mm	evacuate
80mm+	evacuate

Electrical Storms

1. If a storm is forecast then all members of staff must inform public on the correct procedure
2. Inform public and staff to take shelter

Strong Winds

1. Alert the on call teams for the Marquees and any other significant structure on site.
2. Ensure that the marquee teams drop the marquees and that the staging team removes the fast release sheets from the stage.
3. Any small gazebos must be dropped.
4. Should strong winds be forecast then anemometer readings should be taken 3 times a day.

Wind	
Degree of Severity	Action
5MPH	n/a
10MPH	n/a
15MPH	Monitor
20MPH	Monitor
25MPH	Monitor
30MPH	Close down structures
35MPH	Ensure all structures are closed
40MPH	Evacuate
50MPH+	Evacuate

Sun exposure

1. Brief all staff to wear appropriate clothing and sun cream.
2. If high heat levels and sun exposure are forecast then sun cream must be made available to the public.
3. Public and staff will be reminded that free water is available from the bar.
4. Public will be reminded to wear appropriate clothing and sun cream.

Temp	
Degree of Severity (°C)	Action
17	n/a
18	n/a
19	n/a
20	n/a
21	n/a
22	n/a
23	advise people to keep shaded and stay hydrated
24	advise people to keep shaded and stay hydrated
25+	advise people to keep shaded and stay hydrated

RISK ASSESSMENT No. PITP 9.19		Prosecco in the Park 2019	
Event	Prosecco in the Park 2019 – 27th – 29th September - Priory Park, Priory Road, Chichester, PO19 1BL		
Contract	ASL Ltd	Employees at Risk:	Site Personnel & Plant Operators
		Other Persons at Risk:	Visitors and Other Contractors' Personnel
Assessor:	Roy Barton	Key Responsible Persons:	Site Supervisor. Tony Nash

Ref.	Activity	Hazard	Risk	Control Measures	Risk Rating			Comment
					L	S	R	
01	All Works	General	Injury or accident	Ensure all staff and visitors undergo site induction and are accredited to be on site.	1	3	L	ASL staff to wear high visibility clothing. Maintain and clean and clutter free site.
02	Delivery of barrier fencing	Crushing	Injury to Staff and Non Staff	Ensure that no members of the public are in the vicinity of the delivery, all vehicles to display beacon or hazard lights.	1	5	M	Delivery drivers to be mindful of members of the public and use banksmen if necessary
03	Installation of barrier fencing	Cuts and strains	Injury to Staff	Do not carry more than two barriers at one time. Ensure that gloves are available to staff	1	2	L	Staff to be mindful of members of the public when moving fencing around the site until enclosed.
04	Installation of Screen	Crush, Fall or Trip	Injury to staff	Ensure clean workspace. Ensure only essential personnel are in the vicinity of the installation and removal	1	5	M	Work carried out to contractors H&S documentation
05	Delivery of toilets	Crushing	Injury to Staff	ASL staff only to direct the delivery personnel to position the units correctly and not get involved in the removal from the vehicle.	1	3	L	Delivery drivers to be mindful of members of Staff and use banksmen if necessary. ASL staff may act as Banksman
06	Delivery of Picnic Benches	Strains	Injury to Staff	If assisting in the unloading of benches, ASL staff to work under the instruction of delivery personnel.	1	3	L	Delivery drivers to be mindful of members of the public and use banksmen if necessary
07	Positioning of Picnic Benches	Strains	Injury to Staff	Sub-Contractors operate as per their Risk Assessment and Method Statement	1	5	M	Experienced staff to be used.

PITP 9.19

Prosecco in the Park 2019

Ref.	Activity	Hazard	Risk	Control Measures	Risk Rating			Comment
08	Siting of Concessions	Crushing	Members of Staff	All stands to be positioned under the supervision of ASL staff	1	3	L	Stands to be managed under their own H&S documentation.
09	Installation of Power Units	Crushing	Members of Staff	ASL staff only to direct the delivery personnel to position the units correctly and not get involved int the removal from the vehicle.	1	5	M	Delivery drivers to be mindful of members of Staff and use banksmen if necessary. ASL staff may act as Banksman
10	Distribution of power	Electrocution	Injury to staff and public	All installations to be carried out by qualified staff using weather proof connections and distribution points	1	5	M	Avoid trailing cables and protect and identify where unavoidable
11	Show parking	Crushing, Trips and Falls	Injuries to public	Public encouraged to walk to the event or use off site car parks.	1	3	L	Any major holes in the ground identified. Medical Staff will be on site
12	Show access	Crushing, Trips and Falls	Injuries to public	One access point with in the park to the event Public foot paths around the park are clear of blockades, signs will position to direct to the entrance of the event. Access for attendees to the event will be 'on-foot' via all entrances to the park	1	5	M	Bag search areas set up within the access gates. No alcohol admitted.
13	Show	Trips and Fall	Injuries to public	The site will be inspected for potential trip hazards and protected as required. Stewards patrol site to identify any developing issues.	1	3	L	Medical staff will be on site.
14	Show	Noise	Injuries to public and staff	Public address and sounds systems to be monitored closely. Levels to be maintained to a comfortable range. Levels monitored by trained staff	1	3	L	Public address levels monitored and controlled.
15	Show	Fire	Injuries to public and staff	Please see separate fire risk assessment. Sufficient exits to allow clearance of the site within a three-minute period. 5.2m clear space for predicted attendance + 10%	1	5	M	All ASL staff are briefed on fire safety and evacuation procedures. Fire extinguishers positioned close to potential causes of fire and accelerants.

		PITP 9.19		Prosecco in the Park 2019				
Ref.	Activity	Hazard	Risk	Control Measures	Risk Rating			Comment
17	Show	Overheating	Injuries to public and staff	Ensure that all water station areas are well stocked and make announcements with regards to dehydration in hot conditions.	1	4	L	Have bottled water readily available for all staff.
18	Show	Overcrowding	Crushing	Tickets are sold prior to the event Sales will not exceed the maximum numbers at any one time. Very minimal risk as the site area can cope with an attendance much greater than expected.	1	2	L	

RISK ASSESSMENT No. PITP 9.19		COSHH	
Contract	ASL Ltd	Employees at Risk:	Site Personnel & Plant Operators
		Other Persons at Risk:	Visitors and Other Contractors' Personnel
Assessor	Roy Barton	Key Responsible Persons:	Site Supervisor. Tony Nash

Ref.	Material	Hazard	Risk	Control Measures	Risk Rating			Comment
					L	S	R	
19	Petrol	Splashing in to eyes	Injury to staff.	Handle with care notices, goggles available to staff.	1	3	L	Eye wash station on site, soap available within welfare facilities.
		Prolonged contact with skin	Dermatitis.	Avoid contact with skin, barrier cream and gloves available.	1	4	L	
20	Petrol	Spillage	Contact with skin, fire, damage to floor surface.	Store in appropriate containers in a designated area. Cover any spillage with sand or other absorbent material.	1	3	L	Staff to wear appropriate PPE
21	Petrol	Fire	Injury to staff.	Store in appropriate containers in a designated area. Remove all sources of ignition from the area.	1	4	M	Staff to wear appropriate PPE. 6kg Dry Powder Extinguisher to hand.
22	Diesel	Splashing in to eyes	Injury to staff.	Handle with care notices, goggles available to staff.	1	3	L	Eye wash station on site, soap available within welfare facilities.
		Prolonged contact with skin	Dermatitis.	Avoid contact with skin, barrier cream and gloves available.	1	4	L	
23	Diesel	Spillage	Contact with skin, fire, damage to floor surface.	Store in appropriate containers in a designated area. Cover any spillage with sand or other absorbent material.	1	3	L	Staff to wear appropriate PPE
24	Diesel	Fire	Injury to staff.	Store in appropriate containers in a designated area. Remove all sources of ignition from the area.	1	4	M	Staff to wear appropriate PPE. 6kg Dry Powder Extinguisher to hand.

There will be a minimal amount of fuel stored on site and this will predominantly be for the running and potential refuelling of the power units. Any fuel will be stored in a specific compound with fire extinguishers to hand.

RISK ASSESSMENT No. PITP 9.19		WORKING AT HEIGHT	
Contractor	ASL Ltd	Employees at Risk:	Site Personnel
		Other Persons at Risk:	Visitors and Other Contractors' Personnel
Assessor:	Roy Barton	Key Responsible Persons:	Site Supervisor. Tony Nash

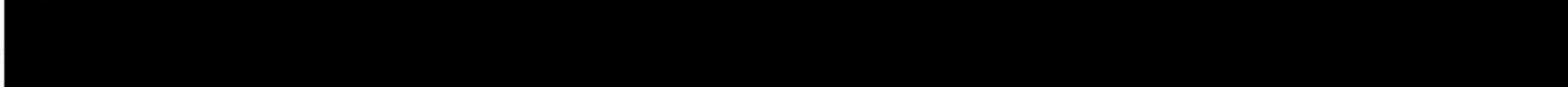
Ref.	Activity	Hazard	Risk	Control Measures	Risk Rating			Comment
					L	S	R	
25	Setting up and break of Event	Use of incorrect equipment	Falls, falling objects	User to ensure access equipment is of adequate height and stability.	1	3	L	
26	Setting up and break of Event	Defective equipment, collapse of ladder	Falls, falling objects	All access equipment suitable for purpose, checked before use and maintained in good condition. Frequent documented checks on ladder to ensure safe working condition	1	3	L	Reporting procedure in place for identified defective items with prompt removal /remedial action
27	Inappropriate use of access equipment	Overreaching, stretching etc. Uneven floor causing instability	Falls, falling objects	User trained in use of ladders for minor inspection / maintenance tasks. Access equipment restricted to those trained and competent in use. Maximum working height not exceeded. Ensure correct angle of ladder Secure ladder No lone working when using ladders. Staff to re-position ladder rather than overstretch. Floor surfaces suitable to use (firm and even surface) Persons using access equipment to wear appropriate footwear	1	3	L	Securely stored when not in use to avoid unauthorised use.

RISK ASSESSMENT No. PITP 9.19		WORKING AT HEIGHT		
Contractor	ASL Ltd	Employees at Risk:	Site Personnel	
		Other Persons at Risk:	Visitors and Other Contractors' Personnel	
Assessor:	Roy Barton	Key Responsible Persons:	Site Supervisor. Tony Nash	

Ref.	Activity	Hazard	Risk	Control Measures	Risk Rating			Comment
28	Setting up and break of Event	Persons colliding with ladder	Injury sustained by staff	Segregate work area effectively. Provide warning signs, cones or fencing if needed	1	3	L	
29	Setting up and break of Event	Manual Handling Unstable / unwieldy loads	Injury sustained by staff	Accompanying tools and equipment carried in tool belt. Both hands to be kept free when climbing ladder. Staff to be trained in moving and handling techniques.	1	4	M	Use team handling where necessary. Obtain help transporting ladder if needed

Risk Rating - L = Likelihood (1 = Low, 5 = High) S = Severity (1 = Low, 5 = High) R = Rating (Likelihood x Severity)

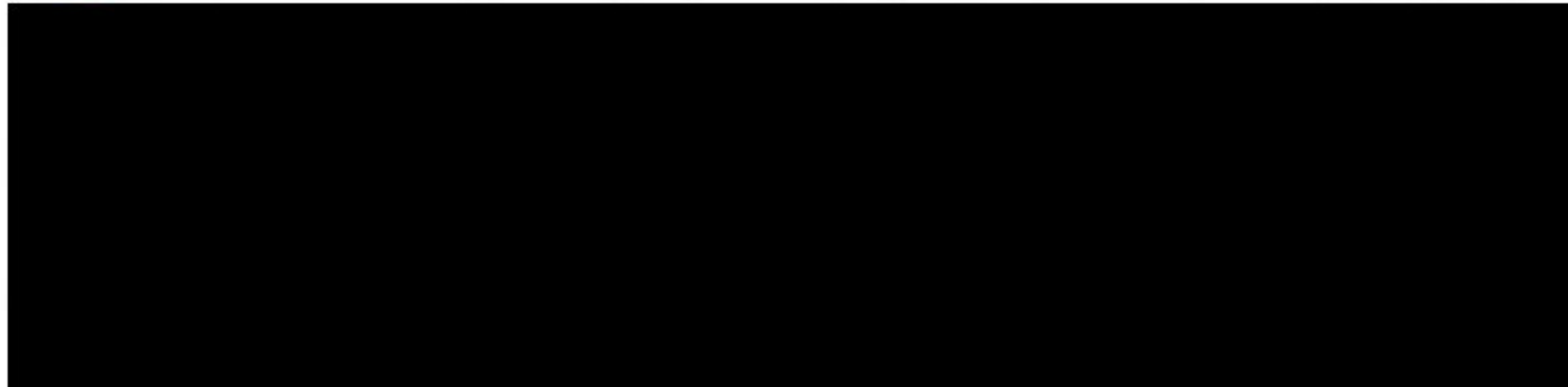
Signed		Print Name	Roy Barton	Date	27 th May 2019
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ASL Ltd, 

**FIRE RISK ASSESSMENT FOR
PROSECCO IN THE PARK**

May 2019

**PROSECCO
IN THE PARK**
Film & Fizz Festivals



Contents

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PREMISES DETAILS

Premises address	Priory Park, Priory Road, Chichester, PO19 1BL
Responsible person	Mr. Tony Nash – Site Manager
Use	Set up and staging of a family film and fizz festival.
Build times	26 th September 2019 0700hrs to 27 th September 2019 1400hrs
Break times	29 th September 2019 1830hrs to 30 th September 2019 1800hrs
Show times	27 th September 2019 1700hrs to 29 th September 2019 1830hrs
Name of assessor.	Mr R Barton – [REDACTED]
Training	CMIOSH
Date assessment carried out	25/05/19
Review date	26 th September 2019 – On Site

HAZARDS

Possible sources of ignition including action taken to reduce the risk:	
Hazards identified	Heat generated by power generators.
Existing control measures	No smoking policy on the site by staff. Access to vulnerable areas restricted. Fire extinguishers installed in vulnerable areas. All staff made aware of extinguisher locations.
Action required	

Sources of fuel including action taken to reduce the risk:	
Hazards identified	Inflammable waste Dry grass
Existing control measures	Surplus equipment kept in store areas. Keep all areas clean of all waste Stewards report any concerns to Event Control
Action required	

Details of any hazardous substances present:	
Hazards identified	Diesel and petrol
Existing control measures	Extinguishers installed prior to event Staff made aware of all fire points. Create single point of storage for the fuel.
Action required	

Hazards from work processes - details including action taken to reduce the risk:	
HAZARDS IDENTIFIED	Refuelling
EXISTING CONTROL MEASURES	Extinguishers installed prior to event as above Create a single point for fuel storage and refuelling
ACTION REQUIRED	

HISTORY

History of any previous fires affecting the premises:	
Details	No fires reported at ASL events.
Action required	

MITIGATING THE EFFECTS OF FIRE

Means of fighting fire:	
Details	Portable extinguishers to be situated throughout the event appropriate for the risk. Nominated staff to receive training in the use of the equipment.
Matters of concern	
Action required	

Means of segregating areas of higher fire risk	
Hazards identified	Power plants to be in a fenced compound away from potential sources of ignition.
Existing control measures	
Action required	

OCCUPANTS

Occupant characteristics	
Details of occupants	Most employees have worked for the company at events for over 5 years and are familiar with procedures. New employees and subcontractors receive induction training. All visitors are signed in and accompanied throughout their stay. Contractors would be supervised by the ASL production/site manager who would monitor work as necessary.
Details of visitors	The event is aimed at a family audience so there will be a mix of adults and children.
Action required	Ensure that all staff are aware of the event fire policies and alarms. All staff and visitors are to undergo induction for build and break times.

RAISING THE ALARM

Means of detecting & giving warning of fire	
Details	All fires to be notified to Production/Site Manager. All areas will have radio contact to Event Control
Matters of concern	
Action required	Maintain existing measures Notify staff of event policies and positions of extinguishers and alarms points Test radio communications on a regular basis

ESCAPE ROUTES

Escape routes and exits available for occupants	
Existing provision	Exits will be clearly marked as Fire Exit Points.
Matters of concern	
Action required	Erect signs at a height so as to be visible from within the site.

EVACUATION PROCEDURES

Emergency action plan	
Existing procedures	Policy is to raise the alarm and evacuate areas. Only persons who are trained will attempt to fight fire and only if it is deemed safe to do so after raising the alarm. The alarm will be given over the public address system and all on site staff will be briefed in the evacuation points and method for the public. There will be two exit points which have been calculated to clear the site within a three-minute window.
Matters of concern	
Action required	Determine the best areas outside of the site to be designated as muster points.

Procedures in place to monitor and review fire safety procedures at the events	
Details	H&S manager regularly audits and reviews procedures as necessary and whilst at the venue. Reports directly to company managing director. Staff training includes fault reporting procedure.
Matters of concern	
Action required	

MAINTENANCE OF EQUIPMENT

Maintenance programme for preventative & protective measures	
Details	All staff aware of defect reporting system to the Production Manager. All ASL owned extinguishers regularly checked and maintained.
Matters of concern	
Action required	

TRAINING

Fire safety training provided for relevant persons	
Details	All staff are briefed in evacuation procedures on induction at each event. Nominated staff are trained in the use of extinguishers.
Matters of concern	
Action required	

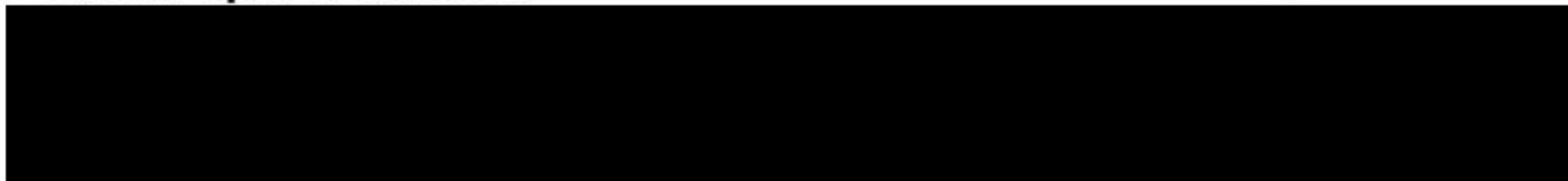
CO-OPERATION & CO-ORDINATION

Procedures in place to ensure co-operation and co-ordination between occupiers of relevant premises	
Details	Meetings and agreements in place between the event H&S department, ASL Production Manager and ASL H&S Manager.
Matters of concern	
Action required	

Procedures in place for any necessary contact with external emergency services, particularly as regards fire-fighting, rescue work, first-aid and emergency medical care.	
Details	Emergency services are notified of the event in advance. Medical staff are on site during all show times. First aid at work trained staff are on site at all times
Matters of concern	
Action required	

CONCLUSIONS

Conclusion
<p>Escape routes are maintained free of combustible materials; therefore, the most likely fire would occur in the power supply areas and catering units. Staff are trained and would raise an alarm by notifying the Production Manager who would notify the venue staff. Remaining staff would evacuate. If safe to do so trained staff would attempt to extinguish a fire.</p> <p>The production/site manager is responsible for making sure that measures are in place throughout the build and break periods with a final inspection with the H&S Manager prior to admittance of show personnel.</p>
Action required:





Sportsinsure
Office 6, 1 Bridgewater Road
Walkden
Manchester
M28 3JE

Tel: 0161 790 7000

To Whom It May Concern

31st October 2018

Dear Sirs,

MCF Memberships Ltd, MCF Sports Ltd, and Arena Sports Live Ltd

Sports-Insure Ltd hereby confirms that our clients MCF Memberships Ltd, MCF Sports Ltd and Arena Sports Live Ltd hold the following policies:

Public Liability

Insurer:	AGSC Insurance PLC and Syndicates at Lloyds
Policy number:	[REDACTED]
Period of cover:	1 st November 2018 to the 31 st October 2019
Limit of indemnity:	GBP 20,000,000

All policies are subject to the terms, conditions and exceptions of the policies themselves. The information provided is based on the insurance arrangements at the time of writing. Alterations may be made during the period of cover. We have no obligation to advise you of any changes which may be made to the policies or advise you of their cancellation or termination.

Please do not hesitate to contact us if you have any queries.

Yours faithfully,

**Dawn Luby ACII | Associate Director, Sports Insure
Henderson Insurance Brokers Ltd, an Aon company**
Sports Insure | Office 6 | 1 Bridgewater Road | Walkden | Manchester | M28 3JE
t +44 (0) 161 790 7000 | m +44 (0) 7825561773
Dawn.luby@sports-insure.co.uk | www.sports-insure.co.uk



POWERED BY HENDERSON INSURANCE BROKERS LTD, AN AON COMPANY

Sports Insure is a trading name of Henderson Insurance Brokers Limited
Henderson Insurance Brokers Limited is authorised and regulated by the Financial Conduct Authority
Henderson Insurance Brokers Limited is a subsidiary of Aon UK Limited
Aon UK Limited is authorised and regulated by the Financial Conduct Authority

Registered Office:
Tudman House
Capitol Park
Leeds
LS27 0TS
Company Registration Number - 1985767

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From: Emma Burle on behalf of Licensing
Sent: 5 Jun 2019 17:30:24 +0100
To: Emma Burle
Subject: FW: Priory Park (sports arena live) rep
Attachments: Priory Park (sports arena live) rep.pdf

From: Pauline.Giddings@sussex.pnn.police.uk [Pauline.Giddings@sussex.pnn.police.uk]
Sent: 05 June 2019 15:58
To: Licensing
Cc: WS_Licensing_WOR@sussex.pnn.police.uk; sarah@arenasportslive.com
Subject: Priory Park (sports arena live) rep

Good Day

Please find attached the representation raised by Sussex Police in relation to the application for a premises licence for Priory Park (Arena Sport)

While it is acknowledged that effort has been made to provide documentation to support this year's event, there are none the less areas of concern for Sussex Police which need to be addressed in relation to future events and in relation to the management of alcohol sales.

The attached representation will to a degree repeat some of the measures proffered by the applicant via their policy documents for this year's event, however this is necessary to ensure these areas are addressed at all future events.

If there are any matters you wish to discuss pertaining to this missive, please do not hesitate to contact this office.

If the applicant is able to agree to these conditions being attached to the premises licence please confirm this in writing both to this office and to licensing at Chichester District Council (licensing@chichester.gov.uk).

Regards

Pauline Giddings

Divisional Licensing Officer
Prevention Licensing Team
West Sussex
101 x 581443
01273 404030

(My working days are Monday, Tuesday and Wednesday. Please send any urgent enquiries outside of those days to ws_licensing_wor@sussex.pnn.police.uk)

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<https://www.sussex.police.uk/report-online>

We want to know your views - see what's new and give us your feedback and

suggestions at www.sussex.police.uk

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Licensing Unit,
Chichester District Council,
East Pallant House
1 East Pallant
Chichester
PO19 1TY



Neighbourhood Licensing Team West Sussex Division

5th June 2019

**RE: APPLICATION FOR GRANT OF A NEW PREMISES LICENCE UNDER THE LICENSING ACT 2003
FOR PRIORY PARK(ARENA SPORTS LIVE)**

Dear Mr Foorde,

I write on behalf of the Chief Officer of Police for Sussex to raise a representation against the grant of the above application on the grounds of the licensing objective of the Prevention of Crime and Disorder, the Prevention of Public Nuisance and the Protection of Children from Harm.

This application is for an annual event for 5,000 people for a maximum of 5 days (including build/break) between May & September. A number of measures have been provided demonstrating how the licensing objectives shall be promoted and additional planning documents have been attached. Never the less there remain some concerns for Sussex Police, predominantly regarding the impact of the sale of alcohol and in the provision of future Event Management Plan documentation and its content.

It is acknowledged that some of the matters raised below may have been addressed in the current EMP, they are reiterated to ensure that future risks are fully assessed and appropriately documented in order to keep members of the public safe and reduce potential for crime and disorder.

Sussex Police therefore propose the following conditions:

1. This Premises Licence shall only be used for one Event per year for a period of 3 days (excluding site build & break). This date shall be notified to the responsible authorities no later than 16 weeks prior to the event.

Hours open to the public

Friday 17:00 ~23:00 hours
Saturday 10:00 ~ 23:00 hours
Sunday 10:00 ~ 18:30 hours

Sussex Police, Neighbourhood Licensing Team
Centenary House, Durrington Lane, Worthing,
West Sussex. BN13 2PQ
Telephone: 01273 404030

Recorded Music

Friday 17:00 ~23:00 hours
Saturday 10:00 ~ 23:00 hours
Sunday 10:00 ~ 18:30 hours

Sale of Alcohol On - Sale only

Friday 17:00 ~22:40 hours
Saturday 10:00 ~ 22:40 hours
Sunday 10:00 ~ 18:00 hours

Film

Friday 17:00 ~22:00 hours
Saturday 10:30 ~ 22:00 hours
Sunday 10:30 ~ 18:00 hours

2. The Premises Licence Holder shall produce an Event Management Plan (EMP) for the Licensable activity proposed at the premises.
3. Where requested representatives from all the responsible authorities (as defined by the Licensing Act 2003) shall be invited to attend a Multi Agency Group (MAG)* or the equivalent meeting. Any other interested parties as identified by either the premise licence holder or any responsible authority will be invited to the meeting
4. At least 7 days prior to the MAG, the premise licence holder will send the 1st draft of the EMP to all responsible authorities and any interested party.
5. No licensable activities otherwise authorised by this Licence, shall take place unless the EMP is submitted to the Licensing Authority and the Multi Agency Group (MAG) no later than twenty eight (28) days prior to the event, and no significant risk identified (by Lic.Authority &/or responsible authority of the MAG) remains outstanding.
6. Any subsequent alterations to the EMP prior to the event must be agreed by the Licensing Authority and/or the relevant member of the MAG
7. The (draft) EMP shall be submitted to the Licensing Authority and the MAG no fewer than sixteen (16) weeks prior to the proposed Event. The EMP will include:
 - Names, addresses and telephone numbers of responsible persons/organisations
 - The specific dates and deadlines when the provision of final plans, the provision of information to responsible authorities and the completion of the infrastructure for the event
 - Site plans to scale (to include Ingress and Egress, bars, stages & marquees)
 - Hierarchy/control
 - Definitions of roles and responsibilities
 - Build and De-rig schedules
 - Command and control plan
 - Alcohol management plan ^{*(1)}
 - Drugs Policy
 - Details of proposals for entertainments, together with information regarding any special effects
 - Security and stewarding plan, (including SIA company to be used, specific numbers of SIA supervisors to be on duty, an assessment re provision of BWV)
 - Incident management plan
 - Evacuation plan

Sussex Police, Neighbourhood Licensing Team
Centenary House, Durrington Lane, Worthing,
West Sussex. BN13 2PQ
Telephone: 01273 404030

- Medical and vulnerability plan (separate areas for intoxicated persons & others)
- Noise management plan
- Site capacity plans (and individual units if plan indicates more than one structure)
- Major incident plan
- Search plan
- Waste management plan
- Trader information Details of proposals for concessionary activities including food franchises, bars, restaurants and non-food retail sales.
- Fire detection and prevention plan

⁽¹⁾ The Alcohol Management Plan which will include details of:

- The Designated Premises Supervisor (DPS)
- Personal licence holders
- DPS/a personal licence holder shall remain on site throughout the event
- Control of the sale of alcohol
- All staff training to be completed prior to sales taking place & shall be recorded
- Proof of age policy (including Challenge 25) promoted via tickets and at gates
- Promotion of responsible drinking
- Appropriate signage
- Refusal of alcohol brought onto site
- Zero or low alcohol “alcohol substitutes” products to be made available at each bar area.

8. Appropriate information and conditions will be printed on tickets and displayed at Entrances; including information that searching for prohibited items will be carried out.
9. An incident and log book will be completed for any incident of crime and disorder or anti-social behaviour that takes place within the Licensed Premises. The log book/record will be made available upon request to officers from the Licensing Authority, Trading Standards and Sussex Police.
10. The agreed capacity on each day will not be exceeded for that Event (which includes all persons on site). The Event capacity will be monitored constantly by means of "clickers" or similar scanning devices and the numbers recorded by security control on an hourly basis & made available to Sussex Police or the Local Authority Licensing officers upon request.
11. Glass vessels shall not be used in any area of the Site that is open to the public.
12. The Premises Licence Holder will carry out a risk assessment for every event to consider the implications of attendance of children at the event.
Appropriate information will be given out in advance clarifying that no-one under the age of 16 years will be allowed to attend the event unless accompanied by a responsible adult.
13. In all cases where a person under the age of 16 attempts to gain access without an adult or seems to be intoxicated, Site Welfare Staff will be requested to assist to ensure the welfare and safety of that individual.
Wrist bands shall be provided identifying adults.
A different colour wrist band shall be provided for each child attending the event, containing contact details relating to their accompanying adults.

Sussex Police, Neighbourhood Licensing Team
Centenary House, Durrington Lane, Worthing,
West Sussex. BN13 2PQ
Telephone: 01273 404030

14. The Premises Licence Holder shall prominently display notices at bars stating that it is an offence to purchase, or attempt to purchase, alcohol for anybody under 18.

Therefore Sussex Police invite the licensing committee to grant with conditions this variation application.

If the applicant is agreeable to the proposed conditions, Sussex Police may resolve this representation subject to these conditions being attached to the premises licence.

Please contact this office on the number below or via email to ws_licensing_wor@sussex.pnn.police.uk should you wish to discuss this representation.

Yours sincerely,



K Ottery
Chief Inspector
District Commander

Sussex Police, Neighbourhood Licensing Team
Centenary House, Durrington Lane, Worthing,
West Sussex. BN13 2PQ
Telephone: 01273 404030

Subject: FW: Priory Park (sports arena live) rep

Good Day

I can confirm that Sussex Police are able to resolve this representation subject to the agreed conditions being attached to the premises licence.

Regards

Pauline Giddings

Divisional Licensing Officer
Prevention Licensing Team
West Sussex
101 x 581443
01273 404030

(My working days are Monday, Tuesday and Wednesday. Please send any urgent enquiries outside of those days to ws_licensing_wor@sussex.pnn.police.uk)

From: sarah@arenasportslive.com [mailto:sarah@arenasportslive.com]

Sent: 12 June 2019 16:59

To: Giddings Pauline 64321 <Pauline.Giddings@sussex.pnn.police.uk>; licensing@chichester.gov.uk

Cc: WS_Licensing_WOR <WS_Licensing_WOR@sussex.pnn.police.uk>

Subject: RE: Priory Park (sports arena live) rep

Hi Pauline

Apologies for the late response.

We are happy with all the terms sent over to be added to the Premises Licence.

Kind regards
Sarah

Sarah Hodkinson

Festival Marketing and Events Manager

www.arenasportslive.com

Office: 08454 750 796

Mobile 07725 236681



From: Pauline.Giddings@sussex.pnn.police.uk <Pauline.Giddings@sussex.pnn.police.uk>

Sent: 05 June 2019 15:59

To: licensing@chichester.gov.uk

Cc: WS_Licensing_WOR@sussex.pnn.police.uk; sarah@arenasportslive.com

Subject: Priory Park (sports arena live) rep

Good Day

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While it is acknowledged that effort has been made to provide documentation to support this year's event, there are none the less areas of concern for Sussex Police which need to be addressed in relation to future events and in relation to the management of alcohol sales.

The attached representation will to a degree repeat some of the measures proffered by the applicant via their policy documents for this year's event, however this is necessary to ensure these areas are addressed at all future events.

If there are any matters you wish to discuss pertaining to this missive, please do not hesitate to contact this office.

If the applicant is able to agree to these conditions being attached to the premises licence please confirm this in writing both to this office and to licensing at Chichester District Council (licensing@chichester.gov.uk).

Regards

Pauline Giddings

Divisional Licensing Officer
Prevention Licensing Team
West Sussex
101 x 581443
01273 404030

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From: Emma Burle on behalf of Licensing
Sent: 26 Jun 2019 10:36:44 +0100
To: Emma Burle
Subject: FW: 19/00992/LAPRE - New Premises Licence under the Licensing Act 2003. Arena Sports Live Ltd at Priory Park Priory Lane Chichester West Sussex

From: Timothy Horne
Sent: 25 June 2019 18:48
To: Licensing
Subject: 19/00992/LAPRE - New Premises Licence under the Licensing Act 2003. Arena Sports Live Ltd at Priory Park Priory Lane Chichester West Sussex

Dear Sir or Madam

Having examined the above application and operating schedule 'Event Management Plan – Prosecco in the Park' Version 1 dated March 2019 , as the responsible authority for the control of public nuisance, I make the following representations with regard to the application as I consider the proposals will not meet the licensing objectives on the following grounds:

Prevention of public nuisance

1. The licensing application does not contain sufficient detail of the control of noise to demonstrate that amplified sound and any equipment or plant will not result in noise disturbance to nearby residential properties; and
2. There is inadequate and insufficient information about the measures for prevention of public nuisance with respect to noise at the premises.
3. There is insufficient information within the operating schedule to demonstrate that litter clearance and waste disposal arrangements are adequate.

In light of the above, if the applicant is willing to make amendments to the operating schedule to confirm what noise management proposals are in place, in particular to agree an overall sound limit for amplified music or voice beyond the boundary of the premises and across to residential property, and agree to limit any excess noise from generators used on lighting stands and other equipment, and provide more details on what litter picking and contractual waste collections will take place both during and after the event, then I would be able to take these into consideration before any hearing to determine this application.

Prevention of public nuisance

The applicant has not demonstrated in any detail within the operating schedule what actions or steps are appropriate for the promotion of the licensing objective of the prevention of public nuisance from noise and waste disposal. We would expect an extensive Event Management Plan to accompany the application with sufficient details to enable the Environmental Protection Team to be confident that no public nuisance will arise from the proposed activities.

We would recommend that the applicant is able to demonstrate compliance of the following noise conditions within an Event Management Plan to promote the licensing objective 'Prevention of Public Nuisance' as part of the operational schedule for this premises.

Proposed Conditions:

(a) Except during the carrying out of sound checks as detailed herein, and between 17.00 and 23:00 on Friday; 10:00 and 23:00 Saturday; 10:00 and 18:30 Sunday, no music shall be audible outside the boundary of the site.

(b) The sound levels from any recorded music between 17.00 and 23:00 on Friday; 10:00 and 23:00 Saturday; 10:00 and 18:30 Sunday as permitted shall not exceed 55 dB(A) when measured as a 15 minute $L_{Aeq(15minutes)}$ (at a position to which the organisers are allowed access) at or close to the boundary of any noise sensitive premises.

(c) A noise complaint system shall be put in place and shall consist of an allocated telephone number. The line shall open and be answered by someone with management authority at all times throughout all the operational periods beginning 17.00 Friday to 18.30 Sunday. The number shall be provided to all the emergency services, the Licensing Team and the Environmental Health Authority prior to Friday, the first day of the event. The number shall appear prominently on any website for the event for the whole period of the event. Every call shall be fully logged and responded to by the event organisers, if necessary in a substantive way. (An example of an appropriate response would be to explain the noise levels that have been set by condition and to make noise level measurements at the complainant's property. If noise levels exceed those set by condition, appropriate action shall be taken to reduce sound levels). The log shall be annotated with a description of the action taken in respect of every call.

(d) All electrical power not provided from the national grid is to be supplied by super-silent generators only, to ensure no noise disturbance from un-silenced units. Between 23.00 hours and 08.00 hours no generator shall be in use, except for safety lighting for persons leaving just after 23.00. Full details of the sound power output and third octave bands for any generator proposed shall be provided in writing to the Licensing Team licensing@chichester.gov.uk and Environmental Health Authority environmentalprotect@chichester.gov.uk at least seven days prior to the start of the event. The siting of all generator plant shall be as far as practically possible from neighbouring residential property and discussed with a representative of the Environmental Protection Team tel.01243 534598 at least seven days prior to the start of the event.

(e) The organisers shall employ the services of suitably equipped persons to undertake noise measurements for the duration of the periods between 17.00 and 23:00 on Friday; 10:00 and 23:00 Saturday; 10:00 and 18:30 Sunday at the (accessible) boundaries of noise sensitive properties. The measurements must entail the measurement of noise levels in such a way that potential breaches of the 15 minute condition can be identified before they occur and corrective action taken to prevent a breach. The person undertaking the measurements and assessments must be able to immediately contact the person in control of the noise levels. This person shall be

appointed by name for the period in question by the event organiser. That person shall be obliged by contract to report any difficulty he is having in obtaining the necessary assistance and compliance with any instructions he gives relating to the control of noise levels with any other person in the chain of producing or controlling the sound.

(f) If the sound levels exceed those specified above the persons monitoring the sound levels shall have the authority during the event to direct that appropriate action be taken to reduce the sound levels to below 55dB(A) Leq,15 min, at the nearest noise sensitive properties.

(g) A sound check shall be conducted on Friday morning before the start of the event to check on compliance. The Environmental Health Authority shall be invited to be present to ensure that sound levels are set such that they do not exceed the levels stated above. They shall be given at least 72 hours (3 days) notice of the time of the sound check.

(h) Any of the above conditions pertaining to noise levels at noise sensitive premises shall not be applicable in the case of any such property where the residents of that property have agreed by signed letter, an original of which has been passed to the Licensing Authority at least one week before the event, that they are content that those conditions shall not be applicable at their property.

(i) Within three weeks of the Sunday of the event, the event organiser shall furnish the Environmental Health Authority a report detailing the findings during the noise monitoring and detailing any breaches.

(j) Within three days of Sunday of the event, the event organiser shall provide to the Licensing Authority copies of the complaint log including details of the calls and action taken in response.

(k) The event to which the above conditions apply shall not occur less than 28 days before or after any other outside music event that is audible outside the premises and that is held at the same venue.

"Noise sensitive premises" includes premises used for residential purposes, hotels, hospitals and similar institutions, education establishments (when they are in use), places of worship and any premises used for any other purposes likely to be affected by the music.

(l) Prominent signage shall be displayed at the exits requesting patrons to leave quietly out of respect for neighbours.

(m) Waste management arrangements shall be documented within the Event Management Plan that specify what containment will be provided for general and drainage waste on a daily basis and what contractual arrangements have been made to dispose of the respective collected wastes. The names of the contractors used shall be confirmed to the Licensing Team licensing@chichester.gov.uk and Environmental Health Authority environmentalprotect@chichester.gov.uk at least seven days prior to the start of the event. At the end of each day's events and at the conclusion of the three days a full litter pick within and around the site shall take place to ensure there is no identifiable pollution within the vicinity. On no account shall any liquid wastes be discharged to ground and in the event of any accidental discharges then a full clean up will take place and an incident log kept to record actions taken. Any fuel used by the generators in use

shall be properly contained to avoid spillages and any delivery of fuel throughout the duration of the event shall be adequately supervised at all times. Any spillages shall immediately be notified to the Environmental Health Authority and in their absence the Environment Agency Incident Line 0800 807060 (24 hour operation).

(n) Any abnormal running conditions or smoky emissions from the generators, other mechanical plant or cooking appliances shall be immediately investigated and steps taken to investigate the cause and prevent any recurrence. An incident log shall be kept to record any reports and action taken. This shall be provided to the Environmental Health Authority on request.

“Environmental Health Authority” means the Environmental Protection Team within Environment Services at Chichester District Council, East Pallant House, 1 East Pallant, Chichester, West Sussex, PO19 1TY.

“Licensing Authority” means the Licensing Team within Growth and Places Services at Chichester District Council, East Pallant House, 1 East Pallant, Chichester, West Sussex, PO19 1TY.

In light of the above, if the applicant is agreeable to the proposed conditions, and can provide details within an Event Management plan, then I can consider these before any hearing to determine the application. I have copied this correspondence to the applicant and await their reply.

Timothy Horne

Principal Environmental Health Officer
Environment

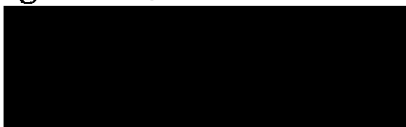
Chichester District Council

Ext: 22297 | Tel: 01243785166 | thorne@chichester.gov.uk | Fax: 01243 776766

<http://www.chichester.gov.uk> | www.facebook.com/ChichesterDistrictCouncil | www.twitter.com/ChichesterDC

Alan H. J. Green

10 Stockbridge Road, Chichester, Sussex PO19 8DP



Principal Licensing Officer
Chichester District Council
East Pallant House
East Pallant
CHICHESTER
PO191TY



19 June 2019

c/c Cllr Martyn Bell, CDC

**Licensing Application 19/00992/LAPRE
Priory Park, Chichester : Prosecco in the Park**

Dear Mr Foord

As a member of the Friends of Priory Park and a regular visitor to the park, I write to object to the above application on the following grounds:

- 1) The event would put most of the park out of use for five consecutive days. Priory Park was given to the Citizens of Chichester in 1918 with free access to all, it having previously been a members-only venue. The Citizens of Chichester would thus be denied their right of that free access by the event, meaning that it would create a **public nuisance**.
- 2) There would be six alcohol outlets permitted to sell to up to 5000 people (the 'excess of 5000' box on the application form has not been ticked). Experience with a previous event (the *Oktoberfest* in 2018) demonstrated that Priory Park is not a suitable venue for large scale alcohol-fuelled events with large numbers of drunken people exiting the park into a residential area late at night causing damage and exhibiting anti-social behaviour. This is contrary to the licensing objectives of **preventing crime and disorder** and **preventing public nuisance**.
- 3) It is being marketed as an event for a predominantly female and family audience, with juvenile films and other activities during the day. Priory Park is already a favourite destination for children and families as children can run and play in a safe and dog-free environment. Under the proposed event, alcohol would be served from 1000hrs whilst those juvenile events are in progress so encouraging parents to drink in a public place whilst in charge of children which contravenes the licensing objective of **protection of children from harm**.
- 4) The delivery, setting up and dismantling of the arena, fencing, film screen and outlets will involve many heavy vehicle movements which, as we saw with the ice rink, will cause damage to the grass. This will put a large area of the park out of use for several months after the event whilst the grass recovers, which, in the case of the ice rink, it has still not done six months on. This damage would create another **public nuisance**.

- 5) The various outlets will be playing recoded music until 2300 and, despite the applicant's best intentions over noise control, this will cause disturbance as the park is in the middle of a residential area. Furthermore the necessary electricity is to be obtained from generators rather than the mains which will add to the noise, all creating more **public nuisance**.

- 6) It is noticed that the applicant wishes the licence to run for five years giving him the power to stage *Prosecco in the Park* over any five days between May and September. Cricket is played in Priory Park every weekend during the summer months (and has been since 1851) and this sought-for flexibility of date would compromise play as the cricket pitch forms part of the site. Although the wicket itself would be fenced off the outfield would not, so the vehicle damage referred to in (4) above would prevent further play until the grass has recovered. This would create another **public nuisance**. If the District Council are minded to grant this licence it should be for one year only and on the dates quoted for the 2019 event which are, at least, at the end of the cricket season .

In the light of the above I feel that Priory Park is a wholly unsuitable venue for an event of this scale and nature, and that Chichester District Council should refuse the licence and advise the applicant to seek a more appropriate location.

Yours Sincerely

A large black rectangular redaction box covering the signature area.

From: Emma Burle on behalf of Licensing
Sent: 21 Jun 2019 14:07:50 +0100
To: Emma Burle
Subject: FW: Application 19/00992/LAPRE

From: Philip Robinson [REDACTED]
Sent: 21 June 2019 11:49
To: Licensing
Subject: Application 19/00992/LAPRE

From Friends of Priory Park, submitted by its Chairman, Philip E. D. Robinson: 27, New Park Road, Chichester, PO19 7YF [REDACTED]

Licensing Team,
CDC
East Pallant House,
1, East Pallant,
Chichester
PO19 1TY

Note it is not possible to send this response through the “Comments Tab”, the webpage reports “Your comments could not be submitted due to an error in the system” and has done so for some time!

Re: 19/00992/LAPRE New Premises Licence OBJECTION, Public Comment

Introduction

The applicant’s description of the steps that will be taken to promote the four licensing objectives are generic, as illustrated in parallel applications to other local authorities. In consequence the application does not give confidence that its sponsors will be able to meet the requirements of the objectives as these affect Chichester.

Though outside the remit of the Council’s Licensing Sub-Committee it is nevertheless relevant to note that Priory Park carries the scars of the December ice-rink and the proposed location of “*Prosecco in the Park*” carries the potential for further damage to Chichester “village green”.

The Prevention of Crime and Disorder

The applicant is probably unaware that the police were called to distressing disturbances in St. Martin's Square following the *Oktoberfest* in 2018 and that, as we understand it, prosecutions are pending.

"Prosecco in the Park" has a target attendance, spread over the time the event is open, of 4,999 people (999 on Friday, 2,000 on Saturday and on Sunday) and requests a licence for the sale of alcohol from 17:00 on Friday and from 10:00 on Saturday and Sunday, A consumption opportunity that could be abused and result in the intemperate behaviour of a few that impairs the enjoyment of the many and could see a repetition of the unsavoury events of 2018.

Public nuisance

The applicant states, *"Customers will be asked not to stand around loudly talking in the street outside the premises"*.

Egress from the Park is along Guildhall Street, Priory Road then either St. Peter's or St. Martin's or Priory Lane. Each is a densely packed residential area with a large proportion of elderly inhabitants. On Friday the film *A Star is Born* will be shown, ironically dealing with problems associated with alcohol, commencing at 19:00 and finishing about 21:30. If one assumes a 50 per cent attendance, 500 people, many of whom will have enjoyed alcohol, will be funnelled along narrow residential streets. They might be encouraged *'not to stand around loudly talking'* at the gates to Priory Park, but this injunction fades the further customers move from the exit point; potentially creating a public nuisance to residents. On Saturday night there could be 1,000 people, in heightened emotion having watched *Bohemian Rhapsody*, traversing the same residential streets with a song on their lips.

Car-parking at North Gate on 27th 28th September 2019 will be difficult as the Festival Theatre hosts press night for *Macbeth* on 27th and the final performance of *Hedda Tesman* on 28th; a day in which each production has a matinee performance. An additional 2,000 people, the per diem target used by the sponsors, will exacerbate traffic problems to the detriment of all.

The application infers a 'noise management plan' but this appears to be no more than *"speakers will be positioned so the least amount of noise will impact on nearby residents."* The acoustic environment of each of the applicant's proposed nine locations in the south will be different. The licensing objective of the prevention of public nuisance is not satisfied by a bland-assurances of *"the least amount of noise"* and incredulity is strained when one of the film's proposed is *Bohemian Rhapsody*.

Might it also be considered a 'public nuisance' that the customary Juvenile Park Fun Run will not be able to take place on Sunday 29th September as the course will be blocked off by heras fencing?

Might it be considered a 'public nuisance' that the customary use and enjoyment of the Park is denied to the citizens of Chichester for five days?

Protection of children from harm

Sunset is about 19:00 on the last weekend of September. The event is marketed at families with children. The applicant gives assurances about not selling alcohol to those under-age and advising on the classification of the film. There is nothing about the protection of under-fives and under tens, or 11 – 15-year olds who could potentially be in the park, at night, with scarce supervision until the event closes. Though those under 16 are required, by Sussex Police to attend the event with a responsible adult, the implication is that this would be a parent or guardian, but equally, could be an 18 year-old. The applicant has indicated that they accept the conditions set by Sussex Police but has not supplied any further details. Has a risk assessment been undertaken for the implications of children attending the event, particularly young children, after sunset? What procedures would be in place should the responsible adult decide to leave the event whilst the under 16s, not unreasonably, decide to stay to 'watch the film'?

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Comments for Licensing Application 19/00992/LAPRE

Application Summary

Application Number: 19/00992/LAPRE

Address: Priory Park Priory Lane Chichester West Sussex

Proposal: New Premises Licence

Case Officer: Helena Giudici

Customer Details

Name: Mr martyn bell

Address: 11 Whistler Avenue, Chichester, West Sussex PO19 6DL

Comment Details

Commenter Type: Councillor

Stance: Customer objects to the Licensing Application

Comment Reasons:

Comment: 10:49 AM on 06 Jun 2019 I believe that this application for 'Prosecco in the Park' which is alcohol led and with opening on certain days until as late as 11pm in a City Centre residential area , if approved would lead to the Licensing Objectives not being met on the grounds of:

the prevention of crime and disorder;

plus

the prevention of public nuisance;

plus

the protection of children from harm

Surely there are more suitable locations in the Chichester District for such an alcohol led Event?

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From: Emma Burle on behalf of Licensing
Sent: 14 Jun 2019 09:00:11 +0100
To: Emma Burle
Subject: FW: Licensing Application 19/00992/LAPRE Prosecco in the Park.

From: Guy Knight [REDACTED]
Sent: 13 June 2019 16:05
To: Licensing
Subject: Licensing Application 19/00992/LAPRE Prosecco in the Park.

Licensing Application 19/00992/LAPRE Prosecco in the Park.

Having reviewed the documents supplied by the Applicant I would like to draw attention to the following points.

1. The size and scale of this event is considerable. There will be 8 large containers, cinema screen lorry plus numerous other vehicle movements within what is essentially a residential area. It is likely that it will require restricted access to Park's entrance on the Thursday and Monday as there will be a major safety hazard to the public
2. The expected numbers of visitors are far in excess of what Priory Park and the surrounding area can accommodate. This will be particularly detrimental to local residents late at night following the end of the film showing. Whilst the organisers are able to control what happens within the venue there is no mention as to how the crowd will be managed once they have left. This may well result major public nuisance on the Friday and Saturday when everyone tries to leave at 11.00pm when the film ends.
3. With an entry price in the order of £10 the likelihood is that the organisers will look to maximize the sale of alcohol. This could well be a major contributor towards a public nuisance and could well prove a risk to children present.

I would also make the following observations, whilst not part of the licensing consideration as there is no other public forum to do so.

1. The application appears to be an ongoing annual one, if granted it should be for one year only so that its impacts can be assessed.
2. The size and scale of the events and the necessary lorry movements across the Cricket Pitch could have a major detrimental effect on it and the effects can still be seen where the Ice Rink was.
3. There is no traffic management plan accompanying the application. How will the operator control access to the Park?
4. On reviewing the operators web site, none of the events that they are hosting are in the middle of a residential area. Priory Park is not the right place, Oaklands Park or the College grounds would be far more suitable with better vehicular access and would cause less disturbance and disruption.

Due to the size, location and for the reasons outlined above I object to the application.

Guy Knight



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Comments for Licensing Application 19/00992/LAPRE

Application Summary

Application Number: 19/00992/LAPRE

Address: Priory Park Priory Lane Chichester West Sussex

Proposal: New Premises Licence

Case Officer: Helena Giudici

Customer Details

Name: Mr Stuart Pembery

Address: The Flat, 57 North Street, Chichester, West Sussex PO19 1NB

Comment Details

Commenter Type: Member of Public

Stance: Customer objects to the Licensing Application

Comment Reasons:

Comment: 11:27 AM on 13 Jun 2019 As the final Chairman of the Real Ale and Jazz Festival, I would like to object to two facets of the event.

1 The sale of gin.

We always considered that the absence of spirit sales at the RAJF contributed to the good nature and exceptionally low behavioural issues, including no arrests in all our 28 years. We do not consider the sale of beer, wine and spirits is wise in this environment, especially given the presence of children.

2 Visitor numbers

The RAJF was capped at 2,500 visitors per evening event, all adult, which was challenging to manage when full. An extra 500 visitors, including children, would be significantly more challenging.

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Subject: FW: License application 19/00992/LAPRE

From: Marianne lecompte [REDACTED]
Sent: 19 June 2019 14:25
To: Laurence Foord
Subject: License application 19/00992/LAPRE

Dear Mr. Foord,

I am taking the liberty of addressing you personally regarding the above alcohol license application.

Our concerns are many and great.

A. Public Nuisance.

This event will cause Public Nuisance on many fronts.

Noise one can't imagine that hundreds of people, who have been drinking, will be quiet when leaving the Park ;

CRIME AND DISORDER; remember last year after an alcohol based event in the Park, when Disorder was so great that the Police had to called!

DAMAGE to the Park Grounds (large vehicles will traverse the whole of the Park....the " Sales Stands " will also create damage) which will leave areas of the Park useless for the Chichester People and the Cricket Club while the Damage is treated, which will take quite a period of time,

PROTECTION OF CHILDREN . As the event will encourage attendants to drink alcohol from 10 a.m. at 7 different alcohol outlets, we worry greatly about the safety of the children , whether within the enclosed area or in the playground;

FREEDOM OF USE. Many will be greatly inconvenienced and disappointed that the vast majority of the Park shall be fenced off. No space to enjoy the Park for families as a Playground, Picnic area, Fun Run, Cricket....the list goes on.

This Park was given to US, the people of Chichester to enjoy. **NOT** as an **EVENTS SITE FOR HIRE!**

Tom and Marianne Lecompte
Residents

Sent from my iPad

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Comments for Licensing Application 19/00992/LAPRE

Application Summary

Application Number: 19/00992/LAPRE

Address: Priory Park Priory Lane Chichester West Sussex

Proposal: New Premises Licence

Case Officer: Helena Giudici

Customer Details

Name: Mrs Susi Richardson

Address: 1 Franklin Place, Chichester, West Sussex PO19 1BL

Comment Details

Commenter Type: Member of Public

Stance: Customer objects to the Licensing Application

Comment Reasons:

Comment: 10:07 AM on 19 Jun 2019 Comment from Barbara Ely. (Difficulty in accessing government website submitted via Susi Richardson)

Public Nuisance- this is a Park surrounded by dwellings and very close to shops with no parking. The application says that large lorries, forklift trucks et cetera are intending to enter the park, this will be very difficult.

Crime and disorder the opening hours may well cause disruption in the streets given that many people would have consumed alcohol.

Protection of children - given the amount of alcohol that may be consumed children could well be at risk.

Damage to Park - the number of heavy vehicles that are scheduled to go over the grass will create damage to park.

Dr Barbara Ely

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36 FRANKLIN PLACE
CHICHESTER
WEST SUSSEX
PO19 1BL

Lawrence FOORD, Licensing Dept, CDC.

Dear Mr. Foord,

Case Ref No. 19/50192/LAPRE.

20.6.19.

I have lodged an objection to "Prosecco in the Park", but am not very computer competent, and it is attached to that of a neighbour, Sue Richardson of 1, Franklin Place. I hope your staff will count them as 2 separate objections.

I wanted to contact you separately, as I am most concerned about this application, over & above the licensing rules.

It is very difficult to understand why this commercial alcohol driven firm has chosen Priory Park as its target. Priory Park is a small urban community park, which could not cope with the scale of project being suggested, with large lorries, forklift trucks, mobile catering units, toilets, skips & large tents etc etc. Scrutiny of this firm shows that they usually choose large open spaces & fields, & even then, cause considerable problems.

Moreover, the application does not suggest that they are intending to make good the inevitable damage they will cause to our 150 year old Park or to the small surrounding streets.

The Company is asking for a licence for several years to run for 5 days any time between May - November, and to fence off most of the park! What do they feel will

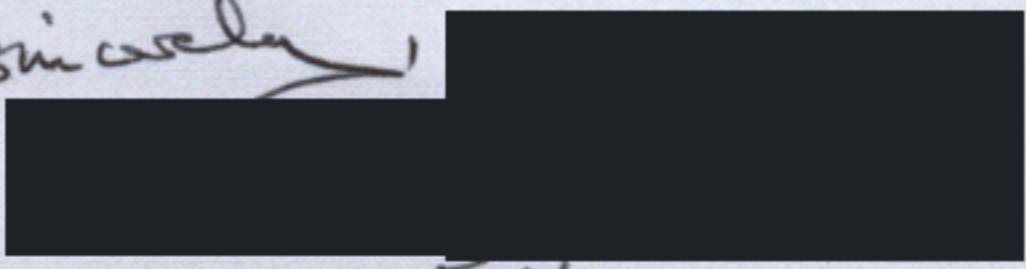
happen to the ordinary & usual users of our popular park, or indeed to the many other events held in our Park in the summer?

I presume if the licence is granted, CDC thinks it will make money out of it. In my view, this may well be completely cancelled out (and more) by the cost of trying ~~to~~ repair the damage caused, and the CDC will take a loss.

Priory Park is not the venue for this venture, and I urge the Licensing Committee to consider all the consequences of such a long term & open ended commercial enterprise.

I would be most grateful for an early reply on my queries in this matter.

Yours sincerely,



cc Chief Executive
CDC

Martin Bell - CDC & City Councillor, Central
Anne Siddons - City Councillor, Central

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From: Helena Giudici
Sent: 18 Jun 2019 11:53:16 +0100
To: Emma Burle
Subject: FW: Prosecco in The Park



Helena Giudici
Licensing Assistant (Technical)
Licensing
Chichester District Council

Ext: 34745 | Tel: 01243534745 | hgiudici@chichester.gov.uk | Fax: 01243776766
<http://www.chichester.gov.uk>



From: Sophie Hull [REDACTED]
Sent: 18 June 2019 11:46
To: Helena Giudici
Cc: [REDACTED]
Subject: Prosecco in The Park

Dear Ms Giudici,

I am writing to seriously object to the alcohol license being requested for the Prosecco in The Park. It is outrageous that it should occupy **virtually the whole of the park** except the area damaged by the ice rink and the cricket wickets. What consideration is there for the regular users and runners in the park? Weren't lessons learnt from the ice rink?

It is alcohol related with a target audience of 2000 (CfT is 1400) and DJ's operating within the alcohol booths. Although this event is dated for September it is extraordinary that a five-year licence and the ability to stage the event any time between May and September is being applied for. This would be during the cricket season and compromise one of the park's original purposes and the New Park film festival. We need to support and protect our local businesses. The Park was gifted by the Duke of Richmond for the Citizens of Chichester i.e. those who live here. Not a cash cow for businesses outside of Chichester to take what disposable income there is away from the independents, galleries and shops in Chichester. Chichester like a number of other cities is suffering.

The full impact of this has not been properly thought through. Alcohol festivities leads to **public nuisance** and will add a further strain to our limited **police** and **hospital resources**. The proposed numbers are excessive.

The Park has NOT yet recovered from the damage caused by the ice rink and their use of bark chips poisoned the grounds.

I am very concerned with the "female and child friendly" tag. What controls will there be for the some of films? I understand films includes rhapsody which I believe is an adult film and not for children. Children need to protected.

I was witness to the violence emanating from the most troublesome Oktoberfest which was pretty ugly. Chichester must not get a reputation for alcohol fuelled events.

Priory Park is for the **Citizens** of Chichester and **their** use. Not to be blocked by non-local money makers. Locals should be entitled to use the Park at their leisure and not have it taken over. There are other areas that the organisers could use.

The application should be rejected because it would inevitably cause **Public Nuisance**, lead to **Crime and Disorder**, does **not protect Children** and would further **damage to the Park**.

Yours sincerely

Sophie Powell

Please confirm my objection will posted on the website that I couldn't access. Thank you.

Virus-free. www.avast.com

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Subject:FW: Licence Application 18/00992/LAPRE: 'Prosecco in the Park'

From: John Coldstream [mailto: [REDACTED]]
Sent: 24 June 2019 11:27
To: Laurence Foord
Subject: Licence Application 18/00992/LAPRE: 'Prosecco in the Park'

To Laurence Foord, Environmental Health Manager (Licensing), Chichester District Council

Re: Licence Application 18/00992/LAPRE: 'Prosecco in the Park'

Dear Mr Foord

I regret that there is no opportunity in this representation to air wider concerns about the use of Priory Park for events of the kind, and on the scale, of the one under consideration in the above application. However I believe that there are sufficient grounds under the relevant headings for a licence to be refused.

Prevention of Public Nuisance and Prevention of Crime and Disorder.

The event is explicitly alcohol-led. (The film ingredient is not mentioned in the main title - only in the generic subtitle, 'Film, Food & Fizz Festival'.) With six outlets purveying alcoholic drink for six hours on the Friday, thirteen on the Saturday and eight on the Sunday, the likelihood of disorder is considerable; and of crime, far from negligible. This concern, admittedly moderate with regard to activity in the Park itself where stewards will be on duty, relates to the neighbouring residential streets which are not policed. There is no reference to the management of crowds leaving the Park in large numbers once the evening film has finished.

Further matters I would cite under the heading of potential nuisance to the public are (1) the use of generators for power and the consequent sustained disturbance to neighbouring properties; (2) damage by contractors' vehicles to the outfield of the cricket ground - especially if the weather is

inclement - with serious implications for its continued use as a cricket venue boasting a long and important history; (3) the fencing-off of the bulk of the Park, thus denying its use for five days to the citizens of Chichester (beneficiaries in perpetuity of the original gift by the seventh Duke of Richmond) seeking peaceful enjoyment; (4) the near-impossibility of managing unusually heavy traffic in a close residential area, with knock-on effects for already limited neighbourhood parking.

Protection of Children from Harm

'Prosecco in the Park' is billed as a 'family event'. It is surely impossible to reconcile this with the overt promotion and sale of alcohol as proposed. The hours of operation, and the inevitable distractions, suggest that constant supervision of young children will be jeopardised.

Under normal circumstances Priory Park is indeed characterised by its appeal to families. The circumstances outlined by the organisers of 'Prosecco in the Park' are so far from normal that their application should be dismissed, with a recommendation that another, more appropriate, site be investigated.

Finally, I understand that every application is considered on its merits and that the licensing authority will not take into account problems caused in the past, no matter how pertinent or how recent. I also understand that Cllr Martyn Bell is checking with the District Solicitor whether by not taking into consideration information about previous proven antisocial behaviour CDC might be put at risk.

Yours sincerely

John Coldstream

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EB

Dr David Hide
Chichester
PO19 1NS

June 25th 2019

Dear Madam or Sir

New Premises Licence 19/00992/LAPRE Proseco in the Park 27/06/20

This response is made to two applications for alcohol promotions in Priory Park this September although consideration is only possible for one at this late stage. Similar responses would have been made to them both although this one causes most concern in view of its extendable length and variable siting outside local control.

This letter is intended for your department but others should be concerned such as the licencing authority and park management while Councillor Martyn Bell is certainly involved as Priory Park is in his ward. Hence, four copies of this letter are supplied and it would be much appreciated if they could be distributed as required.

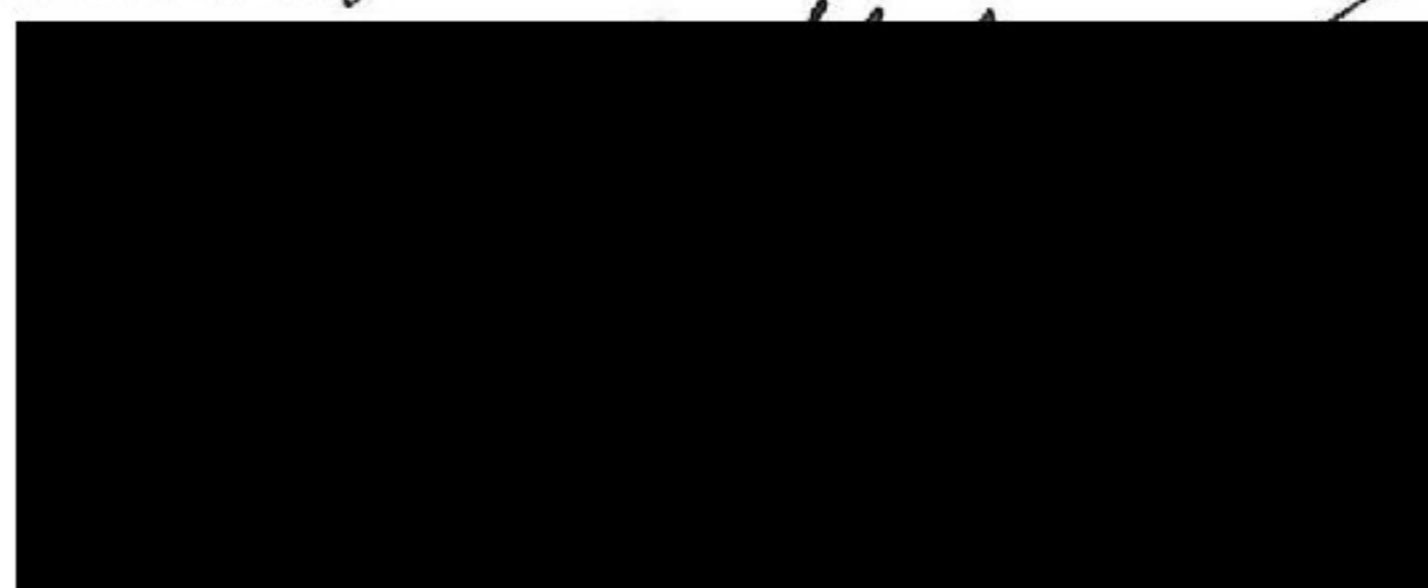
Both applications were made after the occupation of the SW quadrant of the park by the ice rink which proved so damaging. So popular a park gets heavy regular use from normal footfall, games and cycles. It is not irrigated. Frequent extra events add localised wear to grass that is already sparse so that bare areas appear. Patching helps but needs fencing that precludes use. Such has long been the case but the assault of the ice rink was a near mortal blow for the SW Quadrant as this photograph shows. Recovery is now lush from rain but superficial, lacking supportive root growth. With a quarter of the park on "light duties", the rest should never be used for sales promotion. Local need is far too great whilst the use of land at the whim of the applicant beyond Chichester control should never even be considered.

The interests of the Licencing Team also relate to this application as regards the Prevention of Crime and Disorder along with Public Safety and risk of Nuisance. There is a particular need to avoid repetition of the disturbances that caused such apprehension last year in a residential area with many elderly residents living alone. It was not the first time that alcohol related violence had taken place in the area.

A subtle aspect of that risk is the danger of creating an atmosphere of possible disruption that could pervade the most delightful spot in the City where families can take very young children in safety. Of course the toddlers' hours and those of disinhibited drinkers do not coincide but they could overlap while the atmosphere of a tipping area could be created so that parents hesitated to take young children there and, thus, lose the use of so perfectly protected a child play area, free of traffic.

There are other parks in the City where drink promotions could be held but only Priory Park offers such child safety. The ice rink proved, even on New Year' Eve, that early closing was possible there so that it may have been that no alcohol was required at all. Consideration of that unexpected state of events for future occasions should certainly follow.

Yours truly



David Hide

The Chief Executive Officer
Chichester District Council.

15 January 2019
Page 108



From: [REDACTED]
Sent: 17 Jun 2019 10:11:15 +0100
To: Helena Giudici
Cc: [REDACTED]
Subject: 19/00992/LAPRE - objection

Dear Helena

I am writing on behalf of the residents of East Walls Close to object to the granting of a licence for Prosecco in the Park.

- This is an alcohol led festival masquerading as a “female and family friendly” event.
- The event will be held in an entirely residential area making it an unsuitable venue especially with the predicted visitor numbers of 1000 on the Friday night and 2000 each day on the Saturday and Sunday.
- Free access to a safe public amenity, used every day by families, will be removed as access to the park will be sectioned off by the event organisers from 8am on Thursday until 6pm on the Monday. So if families want to use the park, they will have to pay £12.50 per adult to enter the park. This is a vital green space which should remain a free and safe local amenity.
- They intend to show films from 10am to 11pm which will be a noise nuisance. It is unreasonable for local residents to have to listen to films being projected for 13 hours. Our experience of the summer film festival is that the sound projection is such you cannot but hear it inside your home. Also “A star is Born” and “Bohemian Rhapsody” are rock films with chunks of the films being very loud rock concerts. There is no way of controlling the sound amplification and local residents will be deprived of peace in their homes.
- Last October, local residents experienced problems with drunks and the Police have registered their concerns regarding this festival and the management of the sale of alcohol. Recent experience gives us cause for concern about this event and the prevention of crime and disorder as set out in the Licensing objectives.
- In keeping with other Prosecco in the Park events elsewhere, Oakland Park would make a better alternative venue as it is not so closely surrounded by residential houses. As the Chichester DC website states “Due to its size and location large scale eventstend to take place on this park” and “.... Is easily accessible”. If the Council wants to proceed with this Festival it should be located in Oakland Park as it would be more appropriate, more accessible and because it is bigger would not result in the majority of the park being closed to the public.

I tried registering our objection on the CDC portal but there was a system failure, hence the email.

Joanna Lewis

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Comments for Licensing Application 19/00992/LAPRE

Application Summary

Application Number: 19/00992/LAPRE

Address: Priory Park Priory Lane Chichester West Sussex

Proposal: New Premises Licence

Case Officer: Helena Giudici

Customer Details

Name: Mrs J M Barker

Address: 6 Litten Terrace, Chichester, West Sussex PO19 7SA

Comment Details

Commenter Type: Member of Public

Stance: Customer objects to the Licensing Application

Comment Reasons:

Comment: 10:22 PM on 18 Jun 2019 I wish to object to the above application .

I realise that the application is for the sale of alcohol, but the knock on effect has other consequences.

The proposed use of the park will prevent the general public from accessing the park for 4 days when the event will dominate the whole of the park. The damage which was inflicted by the Ice Rink during last winter is still evident in spite of promises and assurances that it would be rectified. The subsequent noise over the proposed time, which extends way beyond the normal opening times of the park, will severely impact upon the residents who live nearby and locally, as suffered at previous events, irrespective of promises made by the organisers. The loss of trade will be felt by local businesses, who yet again have to make way for transient money making ventures and who do not seem to be considered at all. I note that the organisers wish to have a 5 year license . This should not be granted. If as they hope there will be 2000 visitors to this event the car parks will be full, blocking shoppers who are desperate for trade. An out of town venue would be far more suitable.

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Comments for Licensing Application 19/00992/LAPRE

Application Summary

Application Number: 19/00992/LAPRE

Address: Priory Park Priory Lane Chichester West Sussex

Proposal: New Premises Licence

Case Officer: Helena Giudici

Customer Details

Name: Mrs Susi Richardson

Address: 1 Franklin Place, Chichester, West Sussex PO19 1BL

Comment Details

Commenter Type: Member of Public

Stance: Customer objects to the Licensing Application

Comment Reasons:

Comment:9:52 AM on 19 Jun 2019 The four parts of the licensing application, Public Nuisance, Crime and Disorder, Protection of Children and Damage to Park all seem to be at risk of non compliance in this small area surrounded by dwellings.

The application seems to be asking for an open ended permission over several years to put on an event in the Park over a loosely described timescale.

We would prefer to have a permission for one event with the opportunity to decide if the four items were complied with, and then a further decision made; if there was permission granted for the event.

Susi Richardson and Barbara Ely

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From: David Knowles-Ley
Sent: 26 Jun 2019 15:12:18 +0100
To: Emma Burle
Subject: FW: 19/00992/LAPRE – Prosecco in the Park – Objection
Importance: High

From: Edward Milward-Oliver [REDACTED]
Sent: 25 June 2019 12:30
To: Laurence Foord
Cc: David Knowles-Ley
Subject: 19/00992/LAPRE – Prosecco in the Park – Objection
Importance: High

Application Reference: 19/00992/LAPRE

Licence Category: New Premises Licence

Commenter Type: Member of Public

Stance: Object

I note that Section 17 of the Crime and Disorder Act 1998 requires a Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in the district.

I also note that Chichester District Council's Statement of Licensing Policy 2016-2021 recognises that licensed premises have a significant potential to adversely impact denser residential areas, and affirms that the Licensing Authority wishes to maintain and protect the amenity of residents from the potential consequence of the operation of licensed premises.

'Prosecco in the Park' is a large-scale commercial event driven by the sale of alcohol, creating a heightened risk that at least three of the four objectives of the Licensing Act 2003 – namely the prevention of crime and disorder, public safety, and the prevention of public nuisance – will be undermined when patrons exit Priory Park and enter the narrow residential streets surrounding the Park, especially during the evenings of Friday 27 September and Saturday 28 September 2019.

Violent disorder among some departing patrons of the much-smaller Oktoberfest in Priory Park in October 2018 – street fighting that required the attendance of three police units – has given rise to justifiable concerns among residents about 'Prosecco in the Park'. During that Oktoberfest affray, householders in St Martin's Square were fearful of stepping into the street and there were elderly residents in tears, frightened by the yelling and screaming and uncontrolled aggression outside. This was a profoundly unpleasant, undeserved, and frightening experience.

The link between alcohol consumption and anti-social behaviour (ASB) is well documented. When additional factors such as large numbers of people within a confined residential area are added to the mix, the potential for crime and disorder increases very significantly. The death on 18 June 2019 of a man felled during a bar fight in Butlin's Bognor Regis, reminds us (if it were needed) of the sometimes fatal consequences.

Neither the applicant Arena Sports Live Limited, nor Chichester District Council, has submitted a plan showing how they intend to monitor and police the residential streets neighbouring Priory Park during and immediately after 'Prosecco in the Park' on Saturday 27 and Sunday 28 September in order to safeguard the interests and security of local residents.

I am also concerned about the negative reviews of previous events cited in the objection by the Caversham and District Residents Association to the application by Arena Sports Live Limited (Licensing Application 113402) for a Prosecco in the Park event in Christchurch Meadows, George Street, Reading – a site many times the size of Priory Park.

Two further matters heighten public concern about alcohol-sales-driven events in Priory Park: the recent acknowledgement by Chichester Police of an increase in anti-social behaviour within the city, and strong anecdotal evidence of growing drug abuse within the city. These are very serious contextual issues, and must be taken into account when any such licence application for an event in Priory Park is under consideration.

Edward Milward-Oliver

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From: Emma Burle on behalf of Licensing
Sent: 26 Jun 2019 16:12:18 +0100
To: Emma Burle
Subject: FW: 19/00992/LAPRE – Prosecco in the Park – Second objection
Importance: High

From: Edward Milward-Oliver [REDACTED]
Sent: 26 June 2019 16:06
To: Licensing
Subject: 19/00992/LAPRE – Prosecco in the Park – Second objection

Application Reference: 19/00992/LAPRE

Licence Category: New Premises Licence

Commenter Type: Member of Public

Stance: Object

Further to my objection of 25 June 2019 on the basis of the high risk to local residents of anti-social behaviour among attendees of Prosecco in the Park, I wish to draw attention to reports of links between the increasing consumption of Prosecco - which has been likened to super strength lagers - and rising criminal activity as a consequence of intoxication.

Commenting on figures released by Cambridgeshire police in 2017, Dr Gareth Hollands, a psychologist at Cambridge University's Department of Public Health and Primary Care, and an expert in alcohol consumption, stated (<https://www.cambridge-news.co.uk/news/cambridge-news/its-prosecco-boom-time-cheap-13264122>):

“Prosecco is a very popular drink nowadays, and as far as I know, it is now the best-selling sparkling wine in the UK. We also know that alcohol consumption is linked to crime, particularly violent crime. So it is not surprising that there are a large number of crimes linked to Prosecco consumption given its popularity.

Prosecco's popularity has been explained by it being perceived as being quite a 'classy' drink, in relative terms a luxury item - akin to champagne - but whilst also being much cheaper in price. It can appeal to those wanting a luxury drink or special treat, but is also quite strong in alcohol content - it's a wine - and cheap for those who are looking more at the alcohol content.

There is also some evidence to suggest that fizzy drinks can get into the bloodstream more quickly and for example get you drunk faster.”

This expert opinion reinforces the widely-held local view that siting this commercial alcohol-sales-driven event in Priory Park in the heart of a dense residential neighbourhood carries significant potential for public disorder with the attendant risks to the safety of the public and of residents. The alleged gang rape in the centre of Chichester on the evening of Wednesday 19 June 2019 magnifies those concerns.

Edward Milward-Oliver

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From: Helena Giudici
Sent: 26 Jun 2019 14:49:02 +0100
To: Emma Burle
Subject: FW: 19/00992/LAPRE -Objection

From: Brian Dean [REDACTED]
Sent: 26 June 2019 14:29
To: Helena Giudici
Cc: Laurence Foord
Subject: 19/00992/LAPRE -Objection

Objection - from Mr Brian Dean, 6 East Walls Close, Chichester, PO19 1UL

Re: 19/00992/LAPRE - Prosecco in the Park for 5 days per year commencing 26th September 2019.

I fully support the representation made by the Chairman of the Friends of Priory Park (and others) relating to:-

1. The prevention of crime and disorder.
2. Public nuisance, and
3. Protection of Children from Harm.

In addition, I wish to object on the basis of the risk to the fourth objective:

4. Public Safety.

It is understood that the Prosecco in the Park Event in September 2019 will require many heavy vehicles to cross the outfield in order to erect and dismantle approximately 13 temporary structures. In addition, the application estimates that up to 5000 people will be present over the three days of the event. There therefore appears to be a significant risk that the playing area would sustain significant damage and would not have recovered before the 2020 cricket season.

It is estimated that more than 1300 members of the public from Sussex, and beyond, play in formal cricket matches in Priory Park during a single season. Their safety would be compromised if the outfield had been damaged by the Prosecco in the Park event and the outfield had not had time to recover.

Consequently, it is unlikely that any of the licensing objectives would be achieved if a license were to be issued.

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From: Emma Burle on behalf of Licensing
Sent: 25 Jun 2019 14:18:37 +0100
To: Emma Burle
Subject: FW: 19/00992/LAPRE Prosecco and film in the Park

From: Marcia Knight [REDACTED]
Sent: 25 June 2019 13:14
To: Licensing
Subject: 19/00992/LAPRE Prosecco and film in the Park

I wish to object to the licensing of this proposed event in Priory Park on the grounds that the large numbers of attendees (up to 4000) leaving the park after 11pm (having been drinking for many hours) and walking through residential streets will no doubt create a public nuisance. We have seen in the past examples of anti social behaviour following similar but smaller events and no additional measures to mitigate this are being applied. As Einstein said insanity is doing the same thing and expecting a different result. Chichester is fast becoming a city known for antisocial behaviour as headlined in the local press and the council appear to be encouraging this- alcohol and drug abuse are not something referenced in the council's Chichester vision.

Please lodge this as an objection and confirm receipt of this e mail.

Many thanks

Regards Marcia Knight
7 St Martins Square
Chichester
PO191NR
Sent from my iPad

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From Anne Scicluna



40 Adelaide Road
Chichester
Sussex
PO19 7NF

20th June 2019

Priory Park application 19/00992/LAPRE

Dear Mr. Foord – perhaps you will pass this to the relevant person as an objection to the Prosecco in the Park application.

I am seriously concerned about this application which states that it is aimed at women and families, but which will have five outlets for alcoholic beverages, and will be open on at least one of the days from 10.00 until 23.00. I find it difficult to equate such a number of alcohol outlets and late hours with the statement that the event is aimed at women and children.

The licensing request is for five years at any time between May and September, and will cover three quarters of the public park, including the cricket pitch (without the cricket square). All will be fenced off. This will prevent the public, whose park it is, from using the public facility. A large number of large vehicles will be accessing the area, which may well cause damage to the grass and ground – we are aware of the damage caused when this happened a few months ago, and the resulting bad condition of the ground – still extant more than six months later. In my view this constitutes a public nuisance.

The area is a residential one, with homes round three of the four sides of the park. Large vehicles and music are likely to cause nuisance and disturbance to some residents who live there. In addition, there is very little parking nearby apart from the residents' parking spaces. Not all of the projected 2,000 attendees will walk to the venue.

At least one alcohol run event in the past year has resulted in street fights with the police being called, and this has caused fear among the local residents, especially the elderly ones. While the present application may be better controlled, the fear is present among the local residents.

The licensing objectives being as follows, I am concerned :

- the prevention of crime and disorder.
- public safety.
- the prevention of public nuisance.
- the protection of children from harm.

I understand that this applicant firm has run this type of event in other towns, but that these have not been within a residential area. There are areas in Chichester which would be far more suitable for this kind of event – although perhaps, with so much alcohol on sale, maybe not aimed at children/families.

Yours sincerely,



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