

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

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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

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- 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.

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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

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