



MEETING : LICENSING SUB-COMMITTEE
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : MONDAY 14 AUGUST 2023
TIME : 10.00 AM

This meeting will be live streamed on the Council's Youtube page:
<https://www.youtube.com/user/EastHertsDistrict>

MEMBERS OF THE SUB-COMMITTEE

Councillors S Bull, J Dunlop and R Townsend

COMMITTEE OFFICER:

MICHELE AVES

01279 502177

michele.aves@eastherts.gov.uk

Disclosable Pecuniary Interests

A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:

- must not participate in any discussion of the matter at the meeting;
- must not participate in any vote taken on the matter at the meeting;
- must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
- if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
- must leave the room while any discussion or voting takes place.

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If you think a meeting you plan to attend could be very busy, you can check if the extra space will be available by emailing democraticservices@eastherts.gov.uk or calling the Council on 01279 655261 and asking to speak to Democratic Services.

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AGENDA

1. Appointment of Chairman

2. Apologies

To receive apologies for absence.

3. Chairman's Announcements

4. Declarations of Interest

To receive any Members' Declarations of Interest.

5. Minutes - 22 May and 6 June 2023 (Pages 6 - 21)

To approve the Minutes of Previous Sub-Committee meetings:

22 May 2023

6 June 2023

6. Summary of Procedure (Pages 22 - 28)

A summary of the procedure to be followed during consideration of item 7 is attached.

7. Application for a new time limited premises licence for AMA Fest, Silver Leys Polo Club, Millfield Lane, Bury Green, Little Hadham, Hertfordshire (23/0781/PL) (Pages 29 - 146)

8. Urgent Business

To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration

and is not likely to involve the disclosure of exempt information.

Agenda Item 5

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MINUTES OF A MEETING OF THE
LICENSING SUB-COMMITTEE HELD IN THE
COUNCIL CHAMBER, WALLFIELDS,
HERTFORD ON MONDAY 22 MAY 2023, AT
10.00 AM

PRESENT: Councillor J Dunlop (Chairman)
Councillors S Bull and T Deffley

ALSO PRESENT:

Councillors R Townsend and V Smith

OFFICERS IN ATTENDANCE:

Michele Aves	- Democratic Services Officer
Peter Mannings	- Democratic Services Officer
Katie Mogan	- Democratic Services Manager
Dimple Roopchand	- Litigation and Advisory Lawyer
Brad Wheeler	- Senior Licensing and Enforcement Officer

ALSO IN ATTENDANCE

Mr Robert Behan	- Interested Party
Mr Thomas Connolly	- Applicant
Andrew Dempsey	- Applicant
Mr Nick Kirby	- Interested Party

1 APPOINTMENT OF CHAIRMAN

It was moved by Councillor Deffley and seconded by Councillor Bull, that Councillor Dunlop be appointed Chairman for the meeting. After being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED – that Councillor Dunlop be appointed Chairman for the meeting.

2 APOLOGIES

There were no apologies for absence.

3 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 MINUTES - 27 APRIL 2023

It was moved by Councillor Deffley and seconded by Councillor Bull that the Minutes of the meeting held on 27 April 2023 be confirmed be signed by the Chairman. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

RESOLVED - that the minutes of the meeting held on 23 April 2023 be signed by the Chairman.

6 SUMMARY OF PROCEDURE

The Chairman drew the hearings attention to the Summary of Procedure which was included in the agenda pack at pages 9 – 15.

7 APPLICATION FOR A NEW PREMISES LICENCE FOR HERTFORDSHIRE OKTOBERFEST, HARTHAM COMMON PARK, HARTHAM LANE, HERTFORD, HERTFORDSHIRE

The Sub-Committee received a report on the application for a New Premises Licence for Hertfordshire Oktoberfest, Hartham Common Park, Hartham Lane, Hertford, Hertfordshire.

The Senior Licensing and Enforcement Officer presented the report and there were no questions from the Sub-Committee, the applicant or the interested parties. The applicant presented the application and answered questions from the Sub-Committee, the Litigation and Advisory Lawyer, the Senior Licensing and Enforcement Officer and the interested parties.

Following an intervention by the Litigation and Advisory Lawyer and advice the Senior Licensing and Enforcement Officer, the applicant confirmed they were amending the application to one event covering three consecutive days.

Councillor Dunlop proposed and Councillor Deffley seconded, a motion for an adjournment from 10:40 to 10:50, to allow copies of the security plan to be circulated by the Senior Licensing and Enforcement

Officer. After being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED – that the meeting be adjourned for 10 minutes from 10:40 to 10:50.

The meeting reconvened at 10:50 and an interested party asked a further question in respect of security points.

Councillor Dunlop proposed and Councillor Deffley seconded, a motion for an adjournment from 10:55 to 11:10, to allow the Sub-Committee and the interested parties to look at the security plan. After being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED – that the meeting be adjourned for 10 minutes from 10:55 to 11:10.

The meeting reconvened at 11:13.

The interested parties presented their objections to the application and answered questions from the Sub-Committee and the applicant.

In line with procedure, at the conclusion of the closing submissions, the Sub-Committee retired at 11:30 to consider the evidence presented to the hearing by the applicant's legal representative and an objector to the application. They were accompanied by the Democratic Services Officers and the Litigation and Advisory Lawyer.

The Sub-Committee reconvened in public session at 12:25 to allow the Sub-Committee to question the applicant in respect of Rig and De-rig times and concerns regarding disturbance for residents. The applicant was also questioned in respect of static security for Thornton Street and the plan for attendees who had tickets for both event sessions.

Councillor Dunlop proposed and Councillor Deffley seconded, a motion that the Sub-Committee adjourn at 12:32 to make the decision. After being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED – that the meeting be adjourned at 12:32 for the Sub-Committee to make the decision.

The Sub-Committee left the room at 12:32 accompanied by the Democratic Services Officers and the Litigation and Advisory Lawyer. The Sub-Committee reconvened in public session at 13:10 and the Chairman said that the Licensing Sub-Committee had considered the application for a premises licence for Hertfordshire Oktoberfest, Hartham Common Park, Hartham Lane, Hertfordshire (23/0362/PL) and read and listened to the comments of the Senior Licensing and Enforcement Officer, the Applicant, and the Interested parties.

In determining this matter, the Sub-Committee have decided to grant the application for:

- 1) For the sale of alcohol on the premises only

Friday 14:00 - 22:15, Saturday 11:00 – 22:15 and
Sunday 12:00 – 20:00,

- 2) Live and recorded music
Friday 14:00 – 22:30, Saturday 11:00 – 22:30 and
Sunday 12:00 – 20:00
- 3) Premises open to the public
Friday 14:00 – 23:00, Saturday 11:00 – 23:00 and
Sunday 12:00 – 21:00

And subject to the following conditions offered
up by the Applicant:

- To amend the application to include only
one event to be licensed over 3 consecutive
days
- To provide static security at Thornton
Street, Hertford:
Friday 14:00 – 23:30, Saturday 11:00 – 23:30
and Sunday 12:00 – 21:30
- To send a site map to all attendees of the
event referencing transport hubs and toilet
facilities.
- Rig and De-rig of all equipment to be limited
to 8am – 6pm to those days specified within
the EMP.

In coming to its decision, the Sub-Committee was
mindful to strike a healthy balance between residents'
interests and supporting the local economy. Members
were mindful of the concerns addressed by the
Interested parties in relation to anti-social behaviour to
include noise, litter, urination and vomiting and whilst
the applicant has taken steps to minimise these

concerns, the refusal to grant alcohol for consumption off the premises will further alleviate the concerns within the representations received and assist in the swift dispersal of attendees.

Members were satisfied that no Responsible Authorities had objected to the application. Members were mindful that the conditions agreed with Police and Environmental Health and those offered within the operating schedule and the additional conditions offered up today were appropriate to promote the licensing objectives and will address many of the representations received.

This decision will be sent to you in writing and there is the right of appeal within 21 days to the magistrate's court.

RESOLVED – that the application for a premises licence for Hertfordshire Oktoberfest, Hartham Common Park, Hartham Lane, Hertfordshire (23/0362/PL) be granted for the following:

- 1) The sale of alcohol on the premises only
Friday 14:00 - 22:15, Saturday 11:00 – 22:15
and Sunday 12:00 – 20:00,
- 2) Live and recorded music
Friday 14:00 – 22:30, Saturday 11:00 – 22:30
and Sunday 12:00 – 20:00
- 3) Premises open to the public
Friday 14:00 – 23:00, Saturday 11:00 – 23:00
and Sunday 12:00 – 21:00

subject to the following conditions offered up by the Applicant:

- To amend the application to include only one event to be licensed over 3 consecutive days
- To provide static security at Thornton Street, Hertford:
Friday 14:00 – 23:30, Saturday 11:00 – 23:30 and Sunday 12:00 – 21:30
- To send a site map to all attendees of the event referencing transport hubs and toilet facilities.
- Rig and De-rig of all equipment to be limited to 8am – 6pm to those days specified within the EMP.

The Chairman advised that the decision would be issued in writing, and that there was the right of appeal within 21 days to the magistrate's court.

8 URGENT BUSINESS

There was no urgent business.

The meeting closed at 1.13 pm

Chairman

Date

MINUTES OF A MEETING OF THE
LICENSING SUB-COMMITTEE HELD IN THE
COUNCIL CHAMBER, WALLFIELDS,
HERTFORD ON TUESDAY 6 JUNE 2023, AT
10.00 AM

PRESENT: Councillor M Connolly (Chairman)
Councillors S Bull and D Willcocks

OFFICERS IN ATTENDANCE:

Michele Aves	- Democratic Services Officer
Peter Mannings	- Democratic Services Officer
Dimple Roopchand	- Litigation and Advisory Lawyer
Brad Wheeler	- Senior Licensing and Enforcement Officer

ALSO IN ATTENDANCE

Mr Jim Angell	- Applicant
Mr Steve Birch	- Designated Premises Supervisor (DPS)
Karen Ives	- Estate Manager (Local Resident)
Mr Liam O'Hare	- Applicant's Agent

9 APPOINTMENT OF CHAIRMAN

It was moved by Councillor Willcocks and seconded by
Councillor Bull, that Councillor Connolly be appointed

Chairman for the meeting. After being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED – that Councillor Connolly be appointed Chairman for the meeting.

10 APOLOGIES

There were no apologies for absence.

11 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's Announcements. Councillor Connolly reminded all participants to use their microphones as the meeting was being webcasted.

12 DECLARATIONS OF INTEREST

There were no declarations of interest.

13 SUMMARY OF PROCEDURE

The Chairman drew the hearings attention to the Summary of Procedure which was included in the agenda pack at pages 5 – 11.

14 APPLICATION FOR A NEW PREMISES LICENCE FOR CAMPO SANCHO, WALKERN HALL, CLAY END ROAD, WALKERN, HERTFORDSHIRE, SG2 7HZ (23/0511/PL)

The Sub-Committee received a report on the application for a New Premises Licence for Campo Sancho, Walkern Hill, Clay End Road, Walkern, Hertfordshire, SG2 7HZ (23/0511/PL).

The Senior Licensing and Enforcement Officer presented the report and summarised the application. Members of the Sub-Committee and the applicant asked questions. The applicant's agent and the applicant presented the application and they answered questions from the Sub-Committee.

In line with procedure, at the conclusion of the closing submissions, the Sub-Committee retired to consider the evidence presented to the hearing by the applicant's agent and the applicant. They were accompanied by the Democratic Services Officer and the Litigation and Advisory Lawyer.

The Sub-Committee reconvened in public session to give its decision. The Chairman said that the Sub-Committee have considered the application for a premises licence for Campo Sancho Limited, Walkern Hall, Clay End Road, Walkern, Hertfordshire, SG2 7HZ (23/0511/PL). Members had read and listened to the comments of the Senior Licensing and Enforcement Officer, the Applicant, and the written representation from the Interested party.

In determining this matter, the Sub-Committee have decided to grant the application for an annual festival consisting of four consecutive days (Thursday to Sunday) with a maximum capacity of:

- a) 1250 persons in 2023
- b) 1350 persons in 2024
- c) 1500 persons in 2025

For the following licensable activities:

- (i) Plays, Films, Live Music, Performance of Dance
(Indoors and Outdoors)

Friday – Sunday 12:00 - 00:00*

*Live music times are weather dependent, If the weather and forecast are good live music will be performed outside, if poor then this will be performed inside. If outside live music will stop at 21:00. If indoors live music will stop at 00:00

- (ii) Recorded music (Indoors and Outdoors)

Thursday 18:00 – 23:00*

Friday 12:00 – 03:00*

Saturday 12:00 – 04:00*

Sunday 12:00 – 00:00*

*Recorded music is described as 'background' and from 21:00 recorded music is proposed to be performed inside only

- (iii) Late night refreshments (Outdoors)

Friday 23:00 – 03:00

Saturday 23:00 – 04:00

Sunday 23:00 – 00:00

- (iv) The supply of alcohol (for consumption on the premises)

Thursday 18:00 – 23:00

Friday 10:00 – 03:00

Saturday 10:00 – 04:00

Sunday 11:00 – 23:50

Premises open to the public

Thursday 18:00 – 23:00

Friday 10:00 – 03:00
Saturday 10:00 – 04:00
Sunday 10:00 – 00:00

And subject to the conditions agreed between the Applicant and Hertfordshire Constabulary, Hertfordshire County Council's Public Health and Trading Standards and Environmental Health noting the amendment to condition 10 which shall now read:

A telephone number shall be designated for complaints and must be active throughout the event in case of noise disturbance. This should be in the hands of a nominated person who will answer. The telephone number shall made available 7 days before the event, provided to Environmental Health and published clearly on the front page of the event website. The telephone number shall be made available to Benington Parish Council 14 days before the event.

A copy should also be affixed to the entrance to the event and should anyone not have access to the event website. The telephone number for noise complaints and any future public consultation notices will be posted on the fence on the side of the event site facing Walkern Hall where a bridleway from Benington runs alongside.

In coming to its decision, the Sub-Committee is mindful to strike a healthy balance between residents' interests and supporting the local economy. Members were mindful of the concern addressed by the Interested party. However, due to the non-attendance of the Interested Party, Members were unable to verify whether the complaint requesting the event to finish at midnight related to noise concerns attributed to the

music or another source. Mindful of the Applicant's willingness to monitor noise levels at points surrounding the festival site throughout the duration of the event to include the vicinity of the Interested Party and the conditions agreed between the Applicant and Environmental Health, Members were satisfied that the Licensing objectives could be met.

Members are mindful that the conditions agreed with Police and Environmental Health and those offered within the operating schedule are appropriate to promote the licensing objectives and will address many of the representation received.

This decision will be sent to you in writing and there is the right of appeal within 21 days to the magistrate's court.

RESOLVED – that the application for a New Premises Licence for a new premises licence for Campo Sancho, Walkern Hall, Clay End Road, Walkern, Hertfordshire, SG2 7HZ (23/0511/PL), be granted.

15 URGENT BUSINESS

There was no urgent business.

The meeting closed at 12.35 pm

Chairman

Date

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Agenda Item 6

LICENSING SUB-COMMITTEE

EXTRACT FROM RULES OF PROCEDURE

Note – the full Rules of Procedure can be viewed at:

<http://democracy.eastherts.gov.uk/ieListMeetings.aspx?CId=144&Year=0>

8.0 Procedure at hearing

As a matter of practice, the Sub-Committee shall seek to focus the hearing on the steps needed to promote the particular licensing objective(s) which has given rise to the specific representation(s) and will avoid straying into undisputed areas. The hearing is a discussion lead by the Authority (i.e. the Chairman) with advice from the Legal Adviser.

- 8.1 The order of business shall be at the discretion of the Sub-Committee, but shall normally proceed in accordance with the following paragraphs.
- 8.2 The Chairman shall at the beginning of the hearing, introduce themselves and the Sub-Committee members, ask the Officers present to introduce themselves before inviting the parties to the hearing to identify themselves. The Chairman will then explain to the parties the procedure that the Sub-Committee intends to follow.
- 8.3 The Chairman will ask a representative of the Licensing Authority to introduce the report, and outline the matter before the Sub-Committee.
- 8.5 The Parties to a hearing for an application shall usually be invited to address the Sub-Committee in the following order:
 - (a) Applicant
 - (b) Responsible Authority
 - (c) Other parties

However, this may be varied at the discretion of the Chairman, if in his/her opinion, this would assist the efficient business of the Sub-Committee.

- 8.6 Parties to the hearing shall be entitled to:
- (a) give further information in support of their application, relevant representations or notice (as applicable) in response to a point upon which the Licensing Authority has given notice that it requires clarification;
 - (b) question any other party if given permission by the Chairman of the Sub-Committee; and
 - (c) address the Sub-Committee.
- 8.7 Members of the Sub-Committee may ask any question of any party to the hearing or other person appearing at the hearing.
- 8.8 Where there is more than one relevant representation raising the same or similar grounds, the Sub-Committee shall request that only one party address them on behalf of the parties who have made the representations in question.
- 8.9 Subject to paragraph 8.10 below, in considering any relevant representations or notice made by a party to the hearing, the Sub-Committee may take into account additional documentary or other information produced by such a party in support of their application, relevant representations or notice (as applicable) either submitted at least 24 hours before the hearing commences or, with the consent of *all* the other parties and the Chairman, at the hearing. Where all the other parties consent the Licensing Sub-Committee has discretion as to whether to admit additional documentary evidence or other information at the hearing. If large documents are submitted on the day then the hearing may be adjourned at the Chairman's discretion so that such documents can be fully considered.

Note - As a matter of good practice, any additional documentation or other information produced in advance of the hearing date, should be submitted to the licensing officer no later than two working days before the hearing.

8.10 The Sub-Committee shall disregard any information given or evidence produced by a party or any person to whom permission is given to appear at the hearing, which is not relevant to:

- (a) their application, relevant representations or notice (as applicable); or
- (b) the promotion of the licensing objectives.

8.11 Hearsay evidence may be admitted before the Sub-Committee, but consideration shall always be given to the weight, if any, to be attached to such evidence, depending upon the circumstances in which it arises.

8.12 The parties to the hearing shall be entitled to make closing submissions, usually in the following order:

- (a) Responsible Authority
- (b) Other party
- (c) Applicant.

8.13 The Sub-Committee will, after hearing the relevant representations of the parties to the hearing, withdraw from the room to make their deliberations.

8.14 The Legal Adviser and the Democratic Services Officer shall accompany the Sub-Committee when they retire to make their deliberations.

9.0 Determination of applications

9.1 The Sub-Committee shall give appropriate weight to:

- (a) the relevant representations (including supporting information) presented by all the parties;
- (b) national guidance;
- (c) the Licensing Authority's Licensing/Gambling Policy (as applicable); and
- (d) the steps that are necessary to promote the licensing objectives.

9.2 The Sub-Committee shall make its determination:

- (a) at the conclusion of the hearing in accordance with the relevant Regulations; or
- (b) within 5 working days thereafter (all other cases).

9.3 The written notice of determination shall be issued by Head of Housing and Health under delegated authority and will information regarding the appeals process.

10.0 Role of Legal Adviser

10.1 The Sub-Committee may seek advice or clarification of any procedural, technical or legal matter from the Legal Adviser at any time during the course of the hearing.

10.2 The Legal Adviser shall provide the Sub-Committee with any advice it requires to properly perform its functions, on:

- (a) questions of law;
- (b) questions of mixed fact and law;
- (c) matters of practice and procedure;
- (d) the range of options available to the Sub-Committee;
- (e) any relevant decisions of courts;
- (f) relevant national guidance or policy;
- (g) other issues relevant to the matter before the Sub-Committee.

10.4 The Legal Adviser shall play no part in making findings of fact, but may assist the Sub-Committee by reminding it of the evidence taken from his/her own or the Democratic Services Officer's notes.

10.5 The Legal Adviser may ask questions of witnesses and the parties in order to clarify the evidence and any issues in the case. The Legal Adviser is under a duty to ensure that every case is conducted fairly.

11.0 Role of Democratic Services Officer

11.1 The Democratic Services Officer's role is to make a record of the proceedings, summarise and record decisions and to provide help and assistance to parties attending hearings.

12.0 Role of Licensing

- 12.1 The Licensing Officer will present the pertinent facts of the application and the representations made by parties to the hearing.
- 12.2 The Licensing Officer shall provide the Sub-Committee with any advice it requires to properly perform its functions.
- 12.3 The Licensing Officer may ask questions of witnesses and the parties in order to clarify the evidence and any issues in the case.

13.0 Failure of parties to attend the hearing

- 13.1 If a party to the hearing has informed the Licensing Authority that he/she does not intend to attend or be represented at the hearing, the hearing may proceed in his/her absence and any properly made written submissions will be considered as part of the decision making process.
- 13.2 If a party to the hearing fails to provide notification in accordance with paragraph 13.1 above, and fails to attend or be represented at a hearing, the Sub-Committee may:
 - (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date; or
 - (b) hold the hearing in the party's absence and shall consider at the hearing, the application, relevant representations or notice made or submitted by that party.

14.0 Adjournments

- 14.1 Subject to the provisions of the Regulations, the Sub-Committee may, where necessary for its consideration of any relevant representations or notice made by a party to the hearing, adjourn the hearing to a specified date.
- 14.2 Where the Sub-Committee adjourns the hearing to a specified date, it shall forthwith notify the parties to the hearing of the date, time and place.

15.0 Right of Appeal

- 15.1 The all parties to a hearing have a right of appeal against a decision to the Magistrates' Court within 21 days (beginning with the day on which the applicant was notified of the decision by the Licensing Authority).

Definitions

Term	Meaning
Applicant	The holder of, or the person seeking the grant of, a licence, notice or other permission under the relevant Legislation. The premises user in relation to a temporary event notice (TEN) or temporary use notice (TUN).
Interest	A Disclosable Pecuniary Interest as defined in the Council's Members' Code of Conduct.
Other parties	Any persons making relevant representations or any person who is representing such persons.
Licensing Authority	East Hertfordshire District Council
Parties to the Hearing	The applicant and any parties that have made relevant representations or submitted a valid objection notice.
Relevant Representations	Representations (either in support of or against an application) that relate to one or more of the licensing objectives. Can be made by a Responsible Authority or other party.
Responsible Authority	The bodies that must be consulted regarding certain applications and that are entitled to make representations to the Licensing Authority.

East Herts Council Report Template

Licensing Sub-Committee

Date of Meeting: 27th July 2023

Report by: Jonathan Geall, Head of Housing and Health

Report title: Application for a new time limited premises licence for AMA Fest, Silver Leys Polo Club, Millfield Lane, Bury Green, Little Hadham, Hertfordshire (23/0781/PL)

Ward(s) affected: Little Hadham and The Pelhams

Summary

An application for a new time limited premises licence has been received from Harrier 12 Ltd. Representations against the application have been made by Hertfordshire Constabulary, Environmental Health and seven interested parties. Where representations are received against an application, and not withdrawn, there must be a Licensing Sub-Committee meeting to determine that application. This report is to inform that decision.

RECOMMENDATIONS FOR LICENSING SUB-COMMITTEE

(a) The application for a new premises licence be decided.

1.0 Proposal(s)

1.1 Members of the Licensing Sub-Committee should determine the application for a premises licence to Harrier 12 Ltd through consideration of the information contained in this report and appendices combined with submissions made at the Licensing Sub-Committee hearing.

2.0 Background

- 2.1 Under the Licensing Act 2003 and the council's Statement of Licensing Policy (herein 'the Policy') an application for a new or variation to a licence or certificate is granted by officers under delegated authority if no valid representations are received.
- 2.2 Where valid representations are received the council's discretion is engaged. A Licensing Sub-Committee has the delegated authority to determine applications for new and varied licences and certificates. This decision must be made whilst having regard to the Licensing Objectives, the council's own Statement of Licensing Policy and to statutory guidance issued by the Secretary of State under section 182 of the Licensing Act.
- 2.3 The Licensing Objectives are:
- Prevention of Crime and Disorder
 - Public Safety
 - Prevention of Public Nuisance; and
 - Protection of Children from Harm.

3.0 Reason(s)

- 3.1 The application by Harrier 12 Ltd was submitted on 5th June 2023 and became valid on 6th June 2023 when the full fee was paid.
- 3.2 The application requested that the licence starts on 2nd September 2023 and ends on 3rd September 2023. The licensable activities requested are live music, recorded music, provision of performances of dance, anything of a similar description to live music, recorded music or performances of dance and the supply of alcohol for consumption ON the premises during the following times.

Licensable Activity	Day	Hours applied for
Live music, Recorded music and Performances of dance (indoors and outdoors)	Saturday 02/09 Sunday 03/09	11:00 – 23:00 11:00 – 22:00
Provision of anything of a similar description to live music, recorded music or performance of dance (indoors and outdoors)	Saturday 02/09 Sunday 03/09	11:00 – 23:00 11:00 – 22:00
Supply of alcohol (for consumption ON the premises)	Saturday 02/09 Sunday 03/09	11:00 – 23:00 11:00 – 22:00
Premises open to the public	Saturday 02/09 Sunday 03/09	10:00 – 24:00 10:00 – 22:00

- 3.3 A redacted copy of the application form for a new premises licence is attached as **Appendix 'A'**.
- 3.4 On 12th July 2023, the applicant confirmed that the event would be only run on a single day, 2nd September 2023. As such only the timings in bold in the preceding table are relevant. The applicant additionally amended the requested capacity of the event down to 8,500 guests and 499 employees. The original capacity requested on the application was 9,999 guests and 499 employees.

- 3.5 Section 18 of the application form asks the applicant to describe any additional steps they intend to take to promote the four Licensing Objectives. In this section the applicant has detailed 69 points which can potentially be converted into conditions and attached to any granted premises licence.
- 3.6 During the 28-day statutory public consultation period nine representations were received against the application; two from responsible authorities (Hertfordshire Constabulary and Environmental Health) and seven from interested parties (one from Little Hadham Parish Council, one from a Local Ward Councillor and five from local residents). Hertfordshire Constabulary's representation is **Appendix 'B'**, Environmental Health representation is **Appendix 'C'** and the representations from interested parties are **Appendix 'D'**.
- 3.7 Between them, the representations suggest that the following Licensing Objectives would be undermined if the application is granted as requested; Public Safety, Prevention of Public Nuisance and Prevention of Crime and Disorder.
- 3.8 The Police have made representations in relation to Public Safety and Prevention of Public Nuisance on the following grounds:
- The location is not suitable for a single day event for 8,500 attendees plus staff. This number of attendees creates issues around Public Safety and Public Nuisance. Hertfordshire Constabulary's submission is that this application for a premises license should only be granted if the numbers attending are reduced and conditioned to a maximum of 3000 plus 499 staff / performers.*
- 3.9 The Police' initial representation sent to the Licensing Authority and the applicant was 62 pages and included 31

blank pages. The Police confirmed that this was an error and sent the correct version to both parties on 10th July 2023. The Police have highlighted an error in the representation at paragraph 3 on page 6. The reference to the '2nd July 2023' should read the '2nd September 2023'.

3.10 Environmental Health's representations also relate to the Licensing Objectives of Public Safety and Prevention of Public Nuisance. They believe that their 20 suggested conditions are necessary to ensure Public Safety and to prevent Public Nuisance should the application be granted.

3.11 A plan of the area in which the premises are located is attached at **Appendix 'E'**. This can be used to illustrate the location of the premises in relation to residents and other businesses.

Note: Several other location plans, diagrams, and photographs, which members may find useful are included within the Police representations.

Policy and Guidance

3.12 Section 5 of the East Herts ['Statement of Licensing Policy'](#) (herein 'the Policy') relates to Pre-application advice and engagement. Paragraph 5.7 and 5.8 state:

5.7 Engagement is an important element of the licensing process. Applicants are expected to have considered the location and community it is proposing to operate in. An understanding of the concerns to be addressed can be obtained by early engagement with a variety of bodies and individuals including:

- Responsible authorities*
- Ward Councilor's*
- Town councils*

- *Parish councils*
- *Residents Associations*
- *Businesses and residents in the vicinity of the proposed premises.*

5.8 Experience shows that early engagement allows concerns to be addressed in the most timely and cost effective way for all parties. Where concerns cannot be addressed before an application is made resulting in representations the expectation is that the dialogue between the parties continues to try and find common ground.

3.13 Section 6 of the Policy details definitions of premises and location and operation of premises, differentiating between Town Centre locations and other areas. Under this section of the Policy the operation of AMA Fest would be classed as a 'Festival'.

3.14 The proposed premises are not within a Town Centre as defined in section 7.0 of the Policy so are designated as 'Other area'.

3.15 The table at 6.9 of the Policy details the council's approach to hours for licensed premises when it has received relevant representations to an application. In relation to Festivals, it states:

Will generally be allowed licensable activity until 01:00 on Friday and Saturday. On Sunday to Thursday 23:00, unless the following day is a Bank Holiday or recognised National Holiday.

3.16 Paragraph 6.11 of the Policy states:

Where we have to consider an application that involves alcohol sold for consumption on the premises, our policy will be to generally grant the licence with 30 minutes between the end of

any sales of alcohol and the closing time of the premises (which we refer to as the “terminal hour”).

3.17 Section 8 of the Policy deals with the Licensing Objectives:

8.1 The Licensing Authority must carry out its functions with a view to promoting the four Licensing Objectives, each of which has equal importance:

- the Prevention of Crime and Disorder,*
- Public Safety,*
- the Prevention of Public Nuisance, and*
- the Protection of Children from Harm.*

8.2 It is recognised that the licensing function is only one means of securing the delivery of the above Objectives and should not therefore be seen as a means for solving all local problems. The Licensing Authority will therefore continue to work in partnership with all stakeholders and partners towards the promotion of the Licensing Objectives.

3.18 Paragraphs 8.6 to 8.30 of the Policy contain information on how the council considers applications in respect of each of the Licensing Objectives identified within the representations against this application.

3.19 Section 15, paragraphs 15.1 and 15.2 deal with the ‘*Operating Schedule*’. These paragraphs reflect the information in the Section 182 Guidance issued by the Secretary of state.

3.20 Paragraphs 20.1 to 20.8 of the Policy apply to festivals and outdoor events. Of relevance are:

20.1 The Licensing Authority recognises the contribution that well-run outdoor events bring to local communities, and is pleased to support events which are run in a manner that will promote the Licensing Objectives.

20.5 The Authority will expect the organisers of any large events (taking place under the authority of a premises licence) or events which include special risk factors to consult the East Herts Safety Advisory Group (SAG) while planning their event, and to implement any reasonable recommendations made by the group. The SAG is a multi-agency body, which includes representatives of the Licensing Authority, responsible authorities and other statutory bodies who have involvement in the organisation and safe running of events.

20.7 One of the major concerns arising from outdoor events is disturbance to local residents from noise associated with music entertainment at the event, or other noisy equipment such as generators, public announcement systems, fireworks, and so on. The Licensing Authority will expect to receive a comprehensive operating schedule from applicants, containing appropriate proposals to control such issues and promote the Prevention of Public Nuisance Licensing Objective. Depending on the size and nature of the event it is likely this will need to include a comprehensive Event Management Plan (EMP) integrating a specific Noise Management Plan.

20.8 To mitigate these concerns as far as possible early engagement with those likely to be affected by an event is expected. Simply fulfilling the statutory obligation to advertise is likely to trigger representations and raise concerns more than if there has been early engagement. Please refer to the section of this Policy that deals with "Pre-application advice and engagement" for further details.

3.21 The Home Office-issued [‘Guidance issued under section 182 of the Licensing Act 2003’](#) (herein ‘the Guidance’) states at paragraphs 9.37 and 9.38 that:

9.37 As a matter of practice, licensing authorities should seek to focus the hearing on the steps considered appropriate to promote the particular Licensing Objective or Objectives that have given rise to the specific representation and avoid straying into undisputed areas. A responsible authority or other person may choose to rely on their written representation. They may not add further representations to those disclosed to the applicant prior to the hearing, but they may expand on their existing representation and should be allowed sufficient time to do so, within reasonable and practicable limits.

9.38 In determining the application with a view to promoting the Licensing Objectives in the overall interests of the local community, the Licensing Sub-Committee must give appropriate weight to:

- the steps that are appropriate to promote the Licensing Objectives;*
- the representations (including supporting information) presented by all the parties;*
- this Guidance;*
- its own statement of licensing policy.*

3.22 Paragraphs 9.42-9.44 of the Guidance deal with how to determine actions that are appropriate for the promotion of the Licensing Objectives.

3.23 If members are minded to impose conditions to mitigate concerns regarding the undermining of the Licensing Objectives, then Chapter 10 of the Guidance deals with conditions attached to premises licences. Paragraphs 10.8-10.10, 10.13-10.15 would be particularly relevant along with the East Herts [‘Pool of Model Conditions’](#)¹.

¹ Conditions with a letter ‘M’ or marked ‘All’ are relevant to Festivals and Other outdoor events and some or all may be applied where appropriate having considered the merits of the individual application.

Officer observations

- 3.24 Looking at the activities requested the applicant has said that they want '*entertainment of a similar description* to live music, recorded music or performances of dance' but has not stated what this will be. It is likely that the entertainment this is trying to cover is not regulated entertainment or is covered by one of the other categories, members may wish to ask the applicant to clarify this point.
- 3.25 As highlighted earlier in the report the operating schedule within the application is a key source of information to help determine if the granting the application would undermine, rather than promote, the Licensing Objectives. In this case the applicant has offered 69 points which could be made into conditions on any granted premises licence.
- 3.26 The applicant has expressed that some of the conditions may no longer be relevant due to the time-limited nature of the licence and the amendments made. The Licensing Authority, on 12th July 2023, asked the applicant to review the conditions and suggest any changes with reasons; these to ideally be provided a minimum of three days before the hearing so that it could be circulated to all parties.
- 3.27 Whether or not the applicant's comments on the proposed conditions are subsequently supplied it does not fetter the Sub Committees ability to attach any conditions they deem appropriate for the promotion of the Licensing Objectives.
- 3.28 Suggested condition 8 refers to changes to the Event Safety Management Plan (ESMP) being approved by the Licensing Authority, officers would suggest however, this is not

appropriate. Whilst the Licensing Authority is an expert on licensing other areas such as crime or fire safety are better addressed by the responsible authorities who have expertise in the area. Therefore, reference to the 'Licensing Authority' should be replaced by 'responsible authorities' if the condition is to be included on any granted licence.

3.29 Condition 13 suggests that consultation will be held with local residents and businesses as well as stakeholders. The wording is not clear as to how many meetings will be held so members may wish to clarify this with the applicant, so the wording is unambiguous and enforceable.

3.30 Members may wish to ask the applicant if any such consultation has taken place prior to this application being made? The interested parties indicate that this has not been the case. As highlighted in paragraph 3.12 of this report, East Herts Statement of Licensing Policy recommends early engagement to help address concerns.

3.31 Condition 14 states: This Premises Licence is limited to authorise Licensable Activity for up to 40 event days each year. This is an example of a condition offered in the initial application that now has no relevance and should not be attached to any granted premises licence.

3.32 Reference is made to a variety of documents which will be prepared and approved prior to the event so members may wish to ask which of these have been finalised at the time of the Licensing Sub-Committee hearing?

- 3.33 Conditions 44 and 45 are duplicated so if members are minded to attach the conditions they should only be attached once to avoid unnecessary duplication.
- 3.34 Condition 68 and 69 deal with children being on site but does not make it clear whether they will or won't be allowed at this event. Members may wish to seek clarification on this point so that the wording of the conditions can be amended to reflect what it is intended to do.
- 3.35 The Police have provided anecdotal evidence of issues with AMA Fest at its previous location which reflects the concerns raised by the interested parties. The event manager of the previous location is quoted as saying that the event, with 6,000 attendees, *'received a number of complaints from residents and so feel the event is not suitable for a 'sleepy village' so decided not to host the event again'*. This is not direct evidence from the event manager and does not directly relate to the current application so members should decide what weight to give this evidence having heard the applicant's response.
- 3.36 The Police highlight that they have not received a Traffic Management Plan and signage maps have only been verbally explained. In the applicants own offered conditions it says that there will be a Transport and Traffic Management Plan within the Event Safety Management Plan (ESMP) and that the ESMP first draft will be presented to Safety Advisory Group (SAG) no later than two months prior to the first event day. A draft ESMP has been presented to SAG but without a Traffic Management Plan so members may wish to ask the applicant to explain why this has not been presented and when a final Traffic Management Plan will be provided?

- 3.37 Environmental Health's representation asks members to attach 20 conditions to any granted licence to mitigate their concerns that Licensing Objectives will be undermined.
- 3.38 The first nine suggested conditions relate to noise from regulated entertainment. Condition 2 states that the locations for noise monitoring must be agreed with East Herts Environmental Health which reflects condition 47 offered by the applicant.
- 3.39 Condition 16 is not necessary as the licence, if granted, would only be for one event in 2023 to be held on 2nd September. The licence would then expire.
- 3.40 Conditions 17, 18 & 19 relate to the Event Management plan (Called the 'Event Safety Management Plan' by the applicant). Condition 17 requires this to be submitted three months prior to the event but this cannot be conditioned as its impossible for the applicant to comply. The second part of the condition requires the final version to be submitted 21 days prior to the event which differs from the 30 days offered by the applicant. Members should decide what time scale is appropriate, but officers would point out that the SAG meeting to discuss this event will be held 24 days prior to the event starting so allowing the final EMP/ESMP to be submitted 21 days before would allow for any changes requested by those attending the SAG meeting.
- 3.41 Condition 18 and 19 provide a list of what should be included in the EMP/ESMP but members need to be careful not to attach contradictory conditions regarding the content of this document. Ideally the applicant, Police and Environmental Health would agree what should be included and decide on

one definitive list. Members may wish to ask the relevant parties for their feedback regarding the content of such a condition if they are minded to attach it.

- 3.42 Condition 20 requires the licence holder (applicant until a licence is granted) to produce a policy for the inspection of the structures built on the site and present it to the relevant authorities not less than four weeks ahead of the event. Officers would suggest that members clarify with the Environmental Health representative who they consider the 'relevant authorities' would be so that an enforceable condition can be drafted. It would be helpful for the applicant if a definitive date to produce this policy was set. There is no mention within this condition of any type of approval being required for the final policy from any responsible authority, as such, the applicant could put in a very brief policy and it would meet the current wording of this condition.

Interested Party 1 – Little Hadham Parish Council

- 3.43 The grounds for this objection are given as: inadequate traffic measures, inadequate access and egress and lack of consultation with local residents.
- 3.44 The points regarding inadequate traffic management and the egress/ingress can be linked to the Public Safety and Prevention of Public Nuisance Objectives. However, the lack of consultation with local residents is not linked to any of the Licensing Objectives so should not be given any weight when making a decision. The Licensing Policy recognises that early engagement can be beneficial but there is no statutory obligation on the applicant to do this.

3.45 The representation mentions the traffic issues for a smaller event held in the vicinity of this event. This is an unrelated event so members should consider carefully what weight they attach to this information. The description of the roads and access to the site match the opinions given by the Police who also believe that they cannot accommodate such a big event, even at its amended capacity.

3.46 Whilst the reference to a lack of consultation is not relevant to the Licensing Objectives, the Parish Council have highlighted the ambiguous wording of the conditions and application. These are matters that can be addressed when the application is determined as any conditions attached need to be appropriate, unambiguous and enforceable.

Interested Party 2 – East Herts Ward Councillor

3.47 The representation raises concern regarding the capacity of the event, proximity to residents and the access to the site. The representation poses some questions and if the applicant answers them then it may assist members in reaching a decision.

Interested Party 3 – Local Resident

3.48 This representation again relates to the Public Safety and Prevention of Public Nuisance Objectives.

3.49 The suitability of the access to site, both for customers and emergency vehicles, is questioned. Reference is made to already being able to hear music from a marquee on the site and members may wish to ask further questions about this to

ascertain the potential level of nuisance from music at the festival if the licence were to be granted.

- 3.50 The interested party expresses that they are not against sensible progress and events but are concerned that they tried to engage in a discussion about the event but were ignored. It may assist members if the interested party explains who they tried to contact, when and how? If it was the applicant, then members may wish to ask why the attempt at starting a dialogue was ignored?

Interested Party 4 – Relative of Local Resident

- 3.51 This representation relates to Prevention of Public Nuisance and details concerns about music with alcohol outdoors, noise, traffic and the number of visitors expected.

Interested Party 5 – Local Resident

- 3.52 This representation references concerns about the potential undermining of the Licensing Objectives, specifically in relation to Crime and Disorder, Public Safety, and Public Nuisance.
- 3.53 With regards to Crime and Disorder reference is made to visitors perhaps not respecting the countryside but this is not a crime. Other matters such as trespass and disorderly conduct would fall under this Objective. The Police are the recognised authority on Crime and Disorder and have not made representation relating to this Objective. This should be considered when deciding what weight to attach to this part of the representation.

3.54 In relation to Public Safety the nature of the access to the site is raised as is a lack of street lighting. The combination of the availability of alcohol and the challenging driving conditions have been raised as possibly adding to the risks for both visitors and residents.

3.55 No further details regarding the potential for Public Nuisance are given.

Interested Party 6 – Local Resident

3.56 Reference is made to some already existing issues but these cannot be attributed to the applicant although they can be considered indicative of issues relating to the use of this site. The applicant may wish to address how they will attempt to control these issues during his event.

3.57 There is a comment that time limitations are already ignored during events at the site but again this cannot be linked to the applicant. These ongoing issues are linked to the operation of the club rather than this festival so it is for the applicant to convince all parties that he will operate in a wholly different way.

Interested Party 7 – Local Resident

3.58 This representation references noise disturbance already generated from the site by smaller events. It also highlights the access issues to the site.

3.59 The question is raised regarding what to do if issues arise during the event. The applicant has said that contact details will be available for any issues. It would then be a matter for how

responsive the applicant or those running the event could or would be. It is for the applicant to demonstrate to the best of their ability that they are a professional operator keen to minimise issues for residents.

3.60 Members may wish to ask any interested parties that attend the hearing what measures if any would mitigate their concerns. They were all informed of the amendments to the application on the 12th July 2023 and two responses were received prior to the report being drafted and are included in **Appendix D**.

3.61 If lowered capacity and one day event is not enough to mitigate the interested parties concerns then what would be? The applicant has told the Police that they have already sold 2,000 tickets and subsequently told the Licensing Authority that they had offered the Police to compromise on a capacity of 7,000. Would a reduction to 3000 visitors, as suggested by the Police, in combination with Environmental Health's conditions be enough? If not what else would they like to see to address their concerns? If there are no steps that could mitigate their concerns are the interested parties asking for the application to be refused?

3.62 Any reduction in the requested capacity would need to be supported by reasons to demonstrate why that lowered capacity would promote the Licensing Objectives when a higher capacity would not.

3.63 As stated in the Guidance, the council's decision should be evidence based, justified as being appropriate for the promotion of the Licensing Objectives and proportionate to what it is intended to achieve.

- 3.64 Members should consider if they believe the applicant has provided evidence that the licence, if granted, would promote, and not undermine the Licensing Objectives. This evidence should be balanced against the evidence given by those making representations that the Licensing Objectives would be undermined.
- 3.65 Whilst the hours and activities applied for are shorter than those detailed in East Herts 'Statement of Licensing Policy' this does not fetter the Sub-Committee's ability to decide that shorter hours or a refusal are more appropriate in the circumstances of an individual application. The Policy is a starting point from which decisions can be made; should the Policy be departed from then members should clearly give their reasons for doing this.
- 3.66 If the Sub-Committee believe that granting the application as requested would promote the Licensing Objectives, then the application should be granted as requested.
- 3.67 If the Sub-Committee believe that granting the application as requested would not promote the Licensing Objectives, then the starting point should be to consider if there are conditions that could be added to mitigate concerns.
- 3.68 In considering additional conditions, members should decide whether these steps would in fact address the concerns raised if the decision was made to grant the hours and activities as requested.
- 3.69 For conditions to be enforceable they need to be clear, unambiguous and free from subjective terms. If a condition

cannot be enforced, then it should not be placed on any granted licence.

- 3.70 Aside from adding conditions, it is open to members to limit the hours of operation and/or licensable activities further but clear reasons for this step would need to be given.
- 3.71 However, if adding conditions and/or limiting the hours beyond those requested and/or limiting licensable activities does not mitigate members' concerns regarding the promotion of the Licensing Objectives then the application should be refused.
- 3.72 Put in its simplest terms, what are the minimum measures that can be put in place to address concerns? Refusal of the application should be the last option considered.
- 3.73 When the Licensing Sub-Committee gives its decision to those in attendance it should be made clear to all parties how much weight has been attached to each submission and why and what evidence members have relied upon when reaching their decision.

4.0 Options

4.1 The actions open to the Licensing Sub-Committee are:

- grant the application as requested if they feel the application would promote and not undermine the Licensing Objectives; or
- grant the application but at the same time impose additional conditions or amend the activities or times requested; or
- if members believe that there is evidence that shows that there are no steps that can be taken to ensure that the application sought would promote the Licensing Objectives then the application should be refused.

5.0 Risks

5.1 A decision on the application must be made and any decision made can be appealed at the Magistrate's Court. Therefore, the Licensing Sub-Committee should ensure that when giving their decision on the application they give clear reasons on how and why they have made their decision. In doing so, the council's ability to defend its decision is strengthened and the risk of its decision being over-turned on appeal is lessened, although, of course, this risk can never be entirely removed.

6.0 Implications/Consultations

6.1 As with any application for a new premise licence / variation of premise licence or review of a premise licence there is a 28-day public consultation.

6.2 The 28-day public consultation commenced on 7th June 2023 and ended on 4th July 2023.

Community Safety

- 6.3 The report details the four Licensing Objectives therefore Community Safety will be considered when determining the application.

Data Protection

- 6.4 Where the appendices have shown personal data, this has been redacted.

Equalities

- 6.5 Consideration has made to the Equality Act 2010 and the Public Sector Equality Duty in this report and will be considered during the Licensing Sub-Committee hearing.

Environmental Sustainability

- 6.6 No

Financial

- 6.7 There will be a cost to the authority in holding the Licensing Sub-Committee hearing; this will be covered by the existing budget.
There would be a cost if the decision of the Licensing Sub-Committee is appealed to the Magistrates Court and the authority chooses to defend that appeal.

Health and Safety

- 6.8 No

Human Resources

- 6.9 No

Human Rights

- 6.10 As with all applications and Council functions, the Human Rights Act 1998 has been considered in this report and will be considered during the Licensing Sub-Committee hearing.

Legal

- 6.11 All statutory requirements have been considered in preparing this report.

Specific Wards

- 6.12 Yes – Little Hadham and The Pelhams.

7.0 Background papers, appendices, and other relevant material

- 7.1 Revised Guidance issued under section 182 of the Licensing Act 2003 (December 2022 - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1149896/Revised_guidance_issued_under_section_182_of_the_Licensing_Act_2003_December_2022_002_.pdf)
- 7.2 East Herts Statement of Licensing Policy 2021-2026
<https://cdn-eastherts.onwebcurl.com/s3fs-public/2022-03/Statement%20of%20Licensing%20Policy%202021-26%20Mar%2022.pdf>
East Herts Pool of Model Conditions 2021
<https://eastherts.fra1.digitaloceanspaces.com/s3fs-public/2021-08/Pool%20of%20Model%20Conditions%202021%20%28accessible%29.pdf>
- 7.3 Appendix 'A' – Application for a New Premise Licence (redacted).
- 7.4 Appendix 'B' – Hertfordshire Constabulary representation.
- 7.5 Appendix 'C' – Environmental Health representation.
- 7.6 Appendix 'D' – Interested parties' representations.
- 7.7 Appendix 'E' – Plan showing location of the premises.

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* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference	Not Currently In Use	This is the unique reference for this application generated by the system.
Your reference	AMA2023	You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
Are you an agent acting on behalf of the applicant?		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.
☐ Yes ☒ No		

Applicant Details

* First name		
* Family name		
* E-mail		
Main telephone number		Include country code.
Other telephone number		
☐ Indicate here if you would prefer not to be contacted by telephone		

Are you:

- ☒ Applying as a business or organisation, including as a sole trader
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?	☒ Yes ☐ No	Note: completing the Applicant Business section is optional in this form.
Registration number	13837581	
Business name	Harrier 12 Ltd	If your business is registered, use its registered name.
VAT number	- 425172612	Put "none" if you are not registered for VAT.
Legal status	Please select...	

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

- ☒ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- ☐ I am making the application pursuant to a statutory function
- ☐ I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 21

NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth

/

/

ddmmyyyy

* Nationality

Documents that demonstrate entitlement to work in the UK

Add another applicant

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start?

02

/

09

/

2023

ddmmyyyy

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

03

/

09

/

2023

ddmmyyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

mainly used as a polo club but has also served other events. multiple fields on site that will serve as main areana's, car parks and PUDO.

Continued from previous page...

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

9999

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the performance of live music take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

a mixture or live, recorded amplified music with a variety of DJ's, MC's, Bands and Artists

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☒ Yes

☐ No

Standard Days And Timings

MONDAY			
	Start		End
			Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
	Start		End
TUESDAY			
	Start		End
	Start		End
WEDNESDAY			
	Start		End
	Start		End
THURSDAY			
	Start		End
	Start		End
FRIDAY			
	Start		End
	Start		End
SATURDAY			
	Start	11:00	End 23:00
	Start		End
SUNDAY			
	Start	11:00	End 22:00
	Start		End

Will the playing of recorded music take place indoors or outdoors or both?

☐ Indoors

☐ Outdoors

☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

a mixture or live, recorded amplified music with a variety of DJ's, MC's, Bands and Artists

Continued from previous page...

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of dance take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

a mixture or live, recorded amplified music with a variety of DJ's, MC's, Bands and Artists

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

Start End

Start End

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Give a description of the type of entertainment that will be provided

A music events with multiple stage and dance arenas

Will this entertainment take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

a mixture or live, recorded amplified music with a variety of DJ's, MC's, Bands and Artists

State any seasonal variations for entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☐ Yes ☒ No

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

☒ On the premises ☐ Off the premises ☐ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

Date of birth / /
dd mm yyyy

Continued from previous page...

Enter the contact's address

Building number or name	
Street	
District	
City or town	
County or administrative area	
Postcode	
Country	
Personal Licence number (if known)	
Issuing licensing authority (if known)	

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

N/A

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

Start End

Start End

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 21

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

Continued from previous page...

List here steps you will take to promote all four licensing objectives together.

1. The Premises Licence Holder shall provide at least 2 months prior notice in writing of event days for that year together with an outline of the programme of proposed events to the (SAG) and such dates shall be agreed with the SAG unless agreed at shorter notice.
2. This Premises Licence is limited to authorise Licensable Activity for up to 2 days per year at 8,500 plus staff - Licence is a time sensitive licence of 1 year.
3. Local residents and business' will be given at least 2 months' notice of any upcoming events. The method(s) of communication and the areas identified as being local shall be agreed with the SAG.
4. The Premises Licence Holder shall work in partnership with SAG to ensure events are planned to take place safely and successfully.
5. The Premises Licence Holder shall ensure a member of the management team or persons from the management team attend SAG Meetings to update participants upon progress throughout the planning process.
6. The Premises Licence Holder shall appoint a member of the management team to prepare and implement the plans included in the Event Safety Management Plan (ESMP).
7. The first draft of the ESMP shall be presented to SAG for consideration and discussion no later than 2 months prior to the first event day.
8. The final draft version of the ESMP will be published 30 days before each event and is subject to the approval by the Licensing Authority as advised by the SAG and the Responsible Authorities. Should changes to the ESMP be required after this date they will be considered for approval by the Licensing Authority
9. The contents of the final ESMP as endorsed pursuant to condition 10 shall be fully complied with.
10. A debrief meeting will be undertaken with the SAG when required by the SAG.
11. Upon request authorised Enforcement officers of the Responsible Authorities on duty in that capacity of the Licensing Authority, Environmental Health Team, the Police and the Fire Service must be provided with security passes for full and free access at all times to each and every part of the licensed area.
12. Upon request authorised Enforcement officers of the Responsible Authorities on duty in that capacity of the Licensing Authority, Environmental Health Team, the Police and the Fire Service must be provided with security passes for full and free access at all times to each and every part of the licensed area.
13. The Premises Licence Holder shall hold at least one consultation meeting for local residents, local businesses and stakeholders, a minimum of twice a year. An email address published on the event website will be available to enable local residents, local businesses and stakeholders to request information about the event.
14. This Premises Licence is limited to authorise Licensable Activity for up to 40 event days each year.

The ESMP shall contain but not be limited to the following:-

- COVID 19 Action Plan;
- Drugs policy;
- Alcohol policy;
- CCTV plan;
- Command, control and communication plan;
- Crime prevention/ reduction plan;
- Crowd management plan;
- Fire safety management plan;
- Food safety management plan;
- Health and safety risk assessments;
- Lighting Plan;
- Major incident plan;
- Medical and welfare plan;

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Continued from previous page...

- Noise management plan;
- Production schedule;
- Sanitary facilities plan;
- Security and stewarding operational plan;
- Access and Egress Plan;
- Site plan (gridded with clear RV points for speedy access);
- Under 18s Policy;
- Ticket and entry policy;

Continued from previous page...

- Trader information and management plan;
- Transport and Traffic management plan;
- Venues plan;
- Waste and Litter plan;
- Water safety plan;
- Schedule of key dates;
- Adverse weather plan.

b) The prevention of crime and disorder

15. A Crowd Management Plan and an Access and Egress Plan shall be drawn up in agreement with the SAG. These plans shall be implemented whilst licensable activities are taking place and until 30 minutes after the premises close.
16. A Crime Prevention/Reduction plan for the event will be prepared by the Premises Licence Holder and submitted as part of the planning process. It will focus upon reducing criminal activity within the event footprint and working in partnership with the Police.
17. The numbers and deployment of on site and off site Security personnel (SIA) and Stewards shall be agreed by the SAG prior to the event and included in the final ESMP.
18. Representatives from all security companies shall attend event liaison team meetings.
19. A Drugs Policy and a Search Policy shall be drawn up in agreement with the SAG. This shall be implemented whilst the premises are open for licensable activities.
20. Prior notification that the event organisers operate a strictly no drugs policy shall be provided to ticket holders, including details of the bag policy for that event (as agreed with the SAG). The drugs policy will not be made available to members of the public to uphold the security of the site.
21. A record of all persons detained in the Enhanced Search Tent, any quantities of drugs found on their person, their name, address and date of birth (as much as can reasonably be obtained) is to be kept and sent to the Police licensing officers upon request.
22. Notices shall be displayed at all entrances to the event site declaring that individuals found to be in possession of illegal drugs and or prohibited items shall be removed from the event.
23. The Premises Licence Holder shall have the right to refuse entry to any unauthorised/disorderly person or any person not complying with the conditions of entry.
24. Anyone who appears to be drunk or intoxicated shall not be allowed entry to the event site.
25. A designated member of staff shall be responsible for the emptying and packaging of amnesty bins in the presence of the Police officers, this person shall identify themselves to the Police at event control at the start and conclusion of the event.
26. A fence will be erected around the perimeter of the event as shown on the site plan and constantly monitored by security staff during the event.
27. Whilst the premises are authorised to sell alcohol, there shall be a personal licence holder on duty at all times.
28. All staff members engaged, or to be engaged, in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard to age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs.
29. All such training is to be fully documented and signed by not only the employee but the person delivering the training. Training records shall be kept at the premises and made available upon request to either Police Officers or an authorised officer of the Licensing Authority.
30. A Challenge 25 proof of age scheme shall be operated at each bar on the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
31. Signage advertising the aforementioned proof of age scheme shall be prominently displayed at each bar with a particular emphasis on the alcohol display area and service area.
32. Each bar shall have a record detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the bar by the Police or an authorised officer of the Licensing Authority at all times whilst the site is operational.
33. No alcoholic drinks shall be permitted to leave the perimeter of the site. Off sales for the purpose of this licence shall be contained within the licensed site.
34. Customers shall not be permitted to bring alcohol on site and may only consume alcohol which has been purchased from the premises.

c) Public safety

Continued from previous page...

35. Unless otherwise agreed with the Licensing Authority, the total number of people to be accommodated for the purposes of this licence at the event site at any one time shall not be more than 9,999 (this figure includes ticket holders and guests but excludes all security staff, contractors, performers and employees).
36. The ticket manifest must be sent or shown to the Police and Licensing Authority upon request.
37. The occupancy levels of the marquee/tented structures within the licensed site will be continually monitored and will not exceed the capacities specified in the final ESMP agreed through the SAG process.
38. The event will have clear conditions of entry as follows – “No glass bottles, no alcohol shall be brought onto site, no illegal drugs or prohibited highs, no weapons of any kind, or anti-social behaviour will be tolerated, and the organisers reserve the right to refuse admission.”
39. The Licence Holder will operate an Event Liaison Team on site. This will consist of key people within the event including first aid, the Police, security, event managers, Licensing Authority and health and safety representatives. This team will meet at regular intervals during the event to review the event and make any agreed changes needed.
40. There shall be a central control point on site within the licensed premises at which the Premises Licence Holder or their nominated representative shall be available. A radio and a working telephone for contacting the emergency services shall be installed. The number shall be made known to all members of SAG. The central control point shall be manned at all times by a person capable of communicating with the emergency services.
41. Free potable water shall be freely available from standpipes across the event site and clearly signposted throughout. Empty plastic bottles shall be permitted into the site for drinking water.
42. The Licence Holder will provide a welfare/chill out space on the site and a vulnerable persons’ policy will be in place for those who may need assistance.
44. The Premises Licence Holder shall engage an event safety officer to oversee the build, live event and derig. His duties will include but not be limited to the following:
- Assessment of contractors and their safety documentation prior to their arrival on site;
 - The undertaking of site and task specific risk assessments;
 - Sign off Policy for temporary installations by contractors;
 - Checks relating to integrity of temporary structures by independent structural engineers;
 - Protection of audience and staff from noise;
 - Installation of appropriate front of stage barriers;
 - Adherence to food hygiene standards;
 - Safe installation and operation of generators and temporary power supplies;
 - Designated access routes and trackway roads around the site perimeter;
 - Appropriately illuminated signage above exits;
 - Clear demarcation of specific hazards through highlighting and signage;
 - Adequate provision of medical facilities on site as documented in the Medical and Welfare Plan;
 - Appropriate provision of firefighting equipment throughout the site in accordance with Fire Safety Management Plan;
 - Appropriate provision for people with specific needs including accessible viewing platforms and sanitary provision;
 - Provision of a crowd management plan including arrangements for safe ingress, circulation, egress and dispersal of audience members;
 - Assessment of occupancy levels of marquees and tented structures within the licence site throughout the event to ensure agreed capacities are not exceeded;
45. No glass drinks containers or serve-ware shall be allowed within the arena.
44. The Premises Licence Holder shall engage an event safety officer to oversee the build, live event and derig. His duties will include but not be limited to the following:
- Assessment of contractors and their safety documentation prior to their arrival on site;
 - The undertaking of site and task specific risk assessments;
 - Sign off Policy for temporary installations by contractors;
 - Checks relating to integrity of temporary structures by independent structural engineers;
 - Protection of audience and staff from noise;
 - Installation of appropriate front of stage barriers;
 - Adherence to food hygiene standards;
 - Safe installation and operation of generators and temporary power supplies;
 - Designated access routes and trackway roads around the site perimeter;
 - Appropriately illuminated signage above exits;
 - Clear demarcation of specific hazards through highlighting and signage;
 - Adequate provision of medical facilities on site as documented in the Medical and Welfare Plan;

Continued from previous page...

- Appropriate provision of firefighting equipment throughout the site in accordance with Fire Safety Management Plan;
 - Appropriate provision for people with specific needs including accessible viewing platforms and sanitary provision;
 - Provision of a crowd management plan including arrangements for safe ingress, circulation, egress and dispersal of audience members;
 - Assessment of occupancy levels of marquees and tented structures within the licence site throughout the event to ensure agreed capacities are not exceeded;
45. No glass drinks containers or serve-ware shall be allowed within the arena.

d) The prevention of public nuisance

46. A suitably qualified and experienced acoustic consultant will be appointed by the Premises Licence Holder and will prepare a noise management plan (NMP) as part of the ESMP to monitor, assess and manage on and off-site noise at the event. The agreed NMP will be implemented by the Premises Licence Holder at each event.
47. The Premises Licence Holder shall have its own acoustic consultant, who shall at regular intervals, take noise measurement readings both within the perimeter fence and at the points agreed with the Council's noise officer, outside the perimeter fence to ensure noise levels are complied with at the event. A contact name and the details of the Premises Licence Holder's acoustic consultant on duty on the day of the event shall be provided to the Council's noise officer.
48. The Premises Licence Holder's acoustic consultant shall be in control of noise levels throughout the event and shall operate independently of the DJ and artiste in all music areas within the licensed site. No performance shall cause noise nuisance and the Premises Licence Holder shall act upon any reasonable requests from the Council's noise officer or its own acoustic consultant during the event, including but not limited to the reduction of the sound level.
49. Complaints concerning noise will be investigated by the Premises Licence Holder's appointed acoustic consultant during the event and measurements will be taken to ensure compliance with music noise limits.
50. The noise sensitive monitoring positions shall be agreed with the Council's noise officer and inserted in the Noise Management Plan each year.
51. The details of all complaints received, actions taken, and measurements made in response to complaints of music noise will be recorded and provided to the Licensing Authority as part of the acoustic consultant's post-event report which shall be provided within 1 month following the event.
52. There shall be a close down schedule of licensable activity timings so that close down is phased to ensure closure before the terminal hour of licensable activity.
53. The Premises Licence Holder will work closely with suppliers to minimise disruption to local residents from the event and will ensure that the event production schedule specifies deliveries/collections from the site between 08:00 and 20:00 where possible.
54. The Premises Licence Holder shall appoint an experienced transport and traffic consultant to develop an appropriate Transport and Traffic Management Plan including but not limited to the modelling of methods of attendance and egress, public transport, queueing, associated staffing deployment, signage, route direction/closures to facilitate the safe egress/ingress around the event whilst ensuring the disruption is kept to a minimum to local traffic and providing advanced warnings of potential disruption. The Transport and Traffic Management Plan shall be agreed with SAG and included in the final ESMP.
55. Key points of the Transport and Traffic Management Plan will be made available to ticket holders and on the Event website.
56. A resident contact telephone line to contact the site management team will be operated during the build, event and derig. The operational hours will be 08.00 – 20.00hrs during build and derig and 09.00 – 00.00 hrs during the live event. In addition, an email address will be available on the event organiser's website to contact the site.
57. A Waste and Litter Plan shall be provided which will include measures for the clearance of litter both inside the site and in a designated area outside the site. Such plan shall be agreed with SAG and included in the final ESMP.
58. An Access and Egress Plan shall be provided which will contain measures to mitigate nuisance and anti-social behaviour which may be caused by the arrival and departure of the audience. Such plan shall be agreed by SAG and included in the final ESMP.

e) The protection of children from harm

59. Any events held under this licence that shall be for persons aged 18 and over will be advertised in advance as such.
60. All relevant security personnel will enforce the age policy by requiring adequate identification (an ID bearing the PASS hologram, photographic driving licence or a passport) where there is any doubt as to the age of the ticket holder.
61. The event conditions of entry and the procedures for safeguarding any persons under the age of 18 who are refused entry will be contained in the ESMP.

Continued from previous page...

62. The event will operate a Challenge 25 Policy which will be fully referenced in the ESMP.
63. The premises licence holder shall provide this Authority with contact details at least five days prior to the event of person(s) in control of the site, who can be contacted should any issues arise.
64. 1 month prior to the event, noise monitoring locations shall be pre-agreed in writing. The manager/ DPS will regularly monitor regulated entertainment (when provided), throughout its duration and will record in writing the outcome of these checks and any action taken. The volume of the music is to be reduced if, when undertaking the checks, the music noise level exceeds the agreed level
65. The premises licence holder shall ensure that there is no live or recorded music audible at the pre-agreed noise monitoring locations after 23:00 on any day.
66. The premises licence holder shall ensure that music noise levels do not exceed 65dB(A) over a 15 minute period at the pre-agreed noise monitoring locations before 23:00 on any day.
67. The premises licence holder shall ensure that music noise levels in either of the 63Hz or 125Hz octave frequency bands does not exceed 70dB(A) over a 15 minute period at the pre-agreed noise monitoring locations before 23:00 on any day.
68. A full welfare and Safeguarding Policy will be written to prevent the harm and protection of any event that caterers for children to be on site.
69. For events where children are to be on site will have ticketing terms and conditions that explains that any child under a certain age will have to have a responsible adult present with them.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Fees for all Licensing Act 2003 permissions have been set by central government. The fees are based on the non-domestic rateable value of the premises. These are divided into 5 bands: band a NDRV £0 - £4300, fee = £100 band b NDRV £4,301 - £33,000, fee = £190 band c NDRV £33,001 - £87,000, fee = £315 band d NDRV £87,000 - £125,000, fee = £450 band e NDRV £125,001 and over, fee = £635

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment only at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

Continued from previous page...

DECLARATION

[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)

☐ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

MD

* Date

05

/

06

/

2023

dd

mm

yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/east-hertfordshire/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

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

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

OFFICE USE ONLY

Applicant reference number	AMA2023
Fee paid	
Payment provider reference	
ELMS Payment Reference	
Payment status	
Payment authorisation code	
Payment authorisation date	
Date and time submitted	
Approval deadline	
Error message	
Is Digitally signed	☐

**HERTFORDSHIRE****CONSTABULARY**

The governing principles of the Licensing Act are the four Licensing Objectives. All organisations and individuals involved in the running of Licensed Premises, must do so with a view to promoting these Objectives:

The Prevention of Crime and Disorder
Public Safety
The Prevention of Public Nuisance
The Protection of Children from Harm

This representation is made by Hertfordshire Constabulary in relation to the time limited Premise Licence Application for the 2nd September 2023 and 3rd September 2023 to cover licensable activities in a large field at Silver Leys Polo Club, Millfield Lane, Little Hadham, Herts, SG11 2ED. The applicant, Joshua Silver is applying for a licence for up to 9,999 people under the business name 'Harrier 12 Ltd'. Although the application states 9,999 people Joshua Silver has stated that the number of attendees will not be over 8,500 and staff will be an additional 499, Meaning the number being asked for is 8,999.

The licensable activities requested are;

- live and recorded music and the performance of dance 1100-2300 hours each day and
- the sale of alcohol, for consumption on the premise only, 1100-2300 hours on the 2nd September and 1100-2200 hours on the 3rd September.

The following documents were supplied as part of the application –

1. Event Management Plan (46 page document)
2. Premises Plan - AMA Fest Area Plan (now updated to include separate PUDO area) Update version attached to this representation.
3. Traffic Management Signage plans (Now adapted to include a route reversal after 2000 hours) Update versions attached to this representation.

During the consultation period a number of documents have been supplied on request, they are the following –

1. Site Plan
2. Security Management Plan (Not updated with the change of PUDO location). The security management plan is a detailed document but it does not include security deployment dot plans which I had requested for ingress to the event, during the event and for egress from the event but these have not been supplied. I was verbally told there would be around 100 SIA employed for the event. This sounds like a sufficient number however it is difficult to assess without dot plans.
3. Bomb threat and response plan
4. Crime reduction plan
5. Conflict management plan
6. Crime scene management plan
7. Security check list

8. Move to critical incident plan
9. Terrorist, firearms and weapons attack plan

It is believed that if this application was granted with the capacity of 8,500 attendees and 499 staff the licensing objectives around public safety and prevention of public nuisance would be undermined for the reasons detailed in this report. Hertfordshire Constabulary believe that reducing the number to 3,000 attendees plus staff would stop the licensing objectives being undermined. This has been discussed with Joshua Silver, he has stated it would not be financially viable to run the event for 3,000 attendees.

The location is in a rural area, it is accessed via Millfield Lane, a narrow single track lane with a few passing places, such as entrances to fields. It is about 750 metres to the start of the site area from Hadham Road. There is a residential property around 170 metres from the site entrance. Alternatively it can be accessed from the opposite direction via an unnamed road from Hadham Road which goes through the village of Cradle End before meeting Millfield Lane. Again this route is a single track lane. It is approximately 1600 metres to the start of the site area from Hadham Road. This route passes a number of residential properties both within Cradle End village and along the rest of the unnamed lane and into Millfield Lane. None of these lanes have street lighting or pavements. There are some grass verges, mostly outside peoples' properties. See POLICE MAPS and PHOTOS document for photos of Millfield Lane, pages 4 and 5.

Joshua Silver has stated that the intention behind this application is to enable him to hold a music festival called AMA FEST for 8,500 attendees and 499 staff. AMA FEST will showcase Amapiano music. Amapiano is a subgenre of house music that emerged in South Africa. It is a hybrid of deep house, jazz and lounge music characterised by synths and wide percussive baselines. The music will be a mixture of live and recorded music, with a variety of DJ's, MC's, Bands and Artists across 3 stages. Although the application is for two days, Joshua Silver has stated they only plan to run one event on Saturday 2nd July 2023. It will be a single day event with no camping on site. He stated the event would open from midday and would run until 2200 hours. With the headline act being on stage between 2100 and 2200 hours. He stated they work on people attending for roughly 6 hours. He felt the majority would not arrive until later in the afternoon up until around 1800 hours.

AMA FEST is currently being advertised as taking place at Silver Leys Polo Club and tickets are being sold. Joshua has stated they have sold around 2000 tickets so far. AMA FEST has run for the last 2 years and was previously held at the South of England Showground near the village of Ardingly which is in a rural location south east of Crawley. The Event Manager at the site, Mrs Konge, has stated to Herts Police that they had 4,000 attendees the first year and 6,000 the second year. Issues arose due to attendees parking on verges outside the venue and within the village. There were also issues with littering and waste management. They received a number of complaints from residents and so feel the event is not suitable for a 'sleepy village' so decided not to host the event again.

Traffic management signage maps have been supplied, but the written Traffic Management Plan to accompany the plans has not been supplied. The signage maps have been verbally explained to us, there are two plans, one to be used up until 2000 hours and one to be used from 2000 hours onwards.

The plan to be used until 2000 hours; Please refer to the maps on page 1 and 2 of the POLICE MAPS and PHOTOS document when reading the below.

- Traffic approaching on the A120 from the west will be directed to use the new A120 rather than travelling through Little Hadham.
- All traffic will then be directed to travel from the East along Hadham Road.

- All traffic will turn left into Millfield Lane which will be one way - towards the site
- Traffic that does travel through Little Hadham will not be able to turn right into Millfield Lane (cones will be placed along the central reservation to prevent this). They will have to continue traveling east along Hadham Road up to the roundabout with the A120 to turn and come back
- Cars, taxi's and shuttle buses leaving the site before 2000 hours will turn right onto Millfield Lane (road will be made one way only), then left at the end of Millfield Lane onto the unnamed road that travels through Cradle End Village and back to Hadham Road (road will be made one way only) up to Hadham Road.
- Residents in the area will need to follow the one way system to access their houses.
- The crossroad junction with Hadham Road and unnamed roads (one from Cradle End) will be manually controlled by stop / go signals.

The plan to be used from 2000 hours;

- One way system will be reversed on Millfield Lane and the unnamed road through Cradle End Village.
- Cars, taxi's and shuttle buses entering the site after 2000 hours will approach from the east along Hadham Road and will turn left onto the unnamed road through Cradle End Village. Then turn right onto Millfield Lane and left into the site entrance.
- Residents in the area will need to follow the reversed one way system to access their houses.
- All traffic will leave the site by turning left onto Millfield Lane, travelling north to Hadham Road.
- All traffic will turn right out of Millfield Lane onto Hadham Road
- Stortford Road will be closed both ways east of Millfield Lane and west of Church End Lane.
- Traffic approaching on the A120 from the west will be advised of the road closure and that there is no access passed Little Hadham

A sterile route for emergency access was discussed with Joshua Silver as this had not been included. He stated that there was a separate access point from Acremore Street. We are yet to receive a map showing this access route.

Joshua Silver has stated that the majority of attendees will travel from London to the event as well as some from around the Country. He has stated that for the previous events,

- 60% have travelled by car,
- 20% by organised coaches from UK towns and cities and
- 20% by other transport (this would include taxi's, shuttle buses from train stations, personal drop off).

These percentages translate to the following numbers if 8,500 people attend. (Does not include staff and artists). To estimate the number of cars, it is accepted that the number of people travelling by car is divided by 2.4. The estimated number of cars is also shown in the table below.

Mode of Transport	Percentage	Number of people	Number of vehicles
Car	60%	5100	2125 cars
Organised Coaches	20%	1700	29 coaches (59 / 60 seaters)
Taxi / Shuttle bus	20%	1700	See below

In relation to taxi's and shuttle buses it is difficult to know how this split will look however Joshua Silver has stated that he plans to have 8 shuttle buses running from Bishops Stortford train station to the event. The last train South out of this train station on a Saturday night is at 0039 hours. Each

shuttle bus can take a maximum of 30 people. A full cycle; of load, travel, unload and return will take a minimum of 45 minutes. (The journey time is at best 12 minutes each way). Realistically each shuttle would be able to do two loads at the end of the event (if leaving from 2210 hours onwards) in order to ensure people reach the station in time for the final train at 0039 hours. A few of the shuttles may be able to do 3 loads (assuming they start their first journey before 2220 and do not get delayed). Two journeys per shuttle equates to a maximum of 480 people if all shuttles are full.

Mode of Transport	Number of people	
Shuttle bus	480	16 loads / journeys
Taxi	$1700 - 480 = 1220$	508 taxi's (if 2.4 per vehicle is used) 407 taxi's (if 3 per vehicle is used)

Total number of vehicles entering and leaving the site – excluding staff and performers

Cars	2125
Organised Coaches	29
Shuttle buses	16
Taxi's	407
Total	2577

The purple guide states the typical rate of entrance / exit per minute is 12-20 cars.

It would therefore take 2577 vehicles between 2 hours 9 minutes and 3 hours 34 minutes to enter / leave the site. This is a significant amount of time. Joshua Silver has not supplied any documents that show how they have worked out that the access and egress routes are capable of managing the level of traffic created by 8,500 attendees.

The ingress to the site will be over a 6 hour period however the majority are likely to arrive between 1500-1700 hours making these 2 hours very busy. The potential for traffic to build up on Millfield Lane back to Hadham Road is high. Where there are delays entering a site, people look for parking on route to the site and will then walk. There is a risk that people will leave their vehicles on Hadham Road or Stortford Road and then attempt to walk to the site along Millfield Lane. People walking on the narrow access lanes amongst the flow of traffic attending the event is dangerous and is a public safety concern. The risk of this happening increases with larger numbers of attendees.

The event is finishing relatively early at 2200 hours and so the majority of people are likely to remain until the end. The adverts for the event state that it finishes at 2200 hours and the headline act will be last on stage between 2100 and 2200 hours. This will result in large numbers of people queuing to firstly get out of the car parking area and out onto Millfield Lane but also along Millfield Lane to Hadham Road. The site will not be clear of vehicles until between midnight (at best) and 0130 hours. These times would increase if there was a blockage for any reason along Millfield Lane. It is not acceptable to run an event knowing that some people will be stuck on site for this length of time. The welfare of those stuck on site is of concern and is a public safety issue. Having one egress route simply does not work for this site and 8,500 attendees.

Pick Up, Drop Off (PUDO)

There are a number of points to consider in relation to the PUDO location. Taxi's will not use the designated PUDO unless it is simple to get to and relatively traffic free. Where taxi's actively avoid using the designated PUDO issues arise as a result. The taxi's will opt to drop people on surrounding roads, meaning people will be walking to the event along the road. Again on pick up, taxi's will

encourage people to meet them on a road away from the site again meaning that people will be walking on the roads away from the event. Joshua Silver's original plan was to have the PUDO sited within the car parking field or the overflow car parking field. Both these options meant a significant drive for taxi's around the one way system within the site that they would need to drive around in order to use the PUDO – the route is around 1.1km long and is on hardcore tracks not tarmac. Additionally the taxi's would have to join the queue of traffic exiting the car park at the end of the event. It is nearly 1km from the car park, through the exit and along Millfield Lane to reach Hadham Road where the traffic will be able to move more quickly. Please refer to birds eye view map on page 3 of the POLICE MAPS and PHOTOS document.

An area nearer to the site entrance on Millfield Road was identified as a possible PUDO location however the area is not that big and it is unclear how it would cater for the expected numbers looking to get taxi's (around 1200 people). It is triangular in shape, the three sides measure 55m, 70m and 85m. Plans to show how this area would be laid out have been requested but have not yet been supplied. Joshua Silver has also suggested that this area would be used by the shuttle buses and coaches which would add another 2000 people. I do not believe there would be room to manage around 3000 people in this area as well as having room for all the shuttle buses and coaches in addition to the taxis'. If this area is not suitable then the only option will be for the original plan, which involves taxi's using the long route, shown in purple on the below plan. Please refer to birds eye view map on page 3 of the POLICE MAPS and PHOTOS document.

It will be dark during egress, due to this and the narrowness of the lane traffic will move slowly along this road. It is 200 metres from the car park exit to Millfield Lane and a further 750 metres to Hadham Road. Taxi's, shuttle buses and coaches leaving the PUDO area also have to travel along Millfield Lane to Hadham Road, there is no other route out. The slow moving queue of traffic is likely to put off taxi drivers from picking up at the PUDO and will result in people walking to other locations to meet their taxi, such as, Cradle End Village (1km away) or elsewhere on the unnamed road that joins Millfield Lane (400m from the site entrance).

Millfield Lane between the site entrance and the unnamed road is particularly narrow other than a few areas where there are residential driveways. As this is the access route post 2000 hours, taxi's and shuttle buses will be travelling along this road during egress in order to collect people from the site. Anyone walking along this road would find it very difficult to get out of the way of oncoming traffic. Those leaving the event are likely to be under the influence of alcohol and so are more likely to take risk and will be more vulnerable if they are unsteady on their feet and not fully in control of their actions. This is a significant public safety issue. See POLICE MAPS and PHOTOS document page 7 for photos of this stretch of road.

Taxi's will look to park up along the road and across residential driveways in order to collect their passengers. This will cause a public nuisance to residents in the area and a danger to other road users. The taxi's will then look to find alternative ways out to avoid joining the queue on Millfield Lane. A likely route is to travel to Acremore Street where you can turn right and head towards Little Hadham. See POLICE MAPS and PHOTOS document pages 8-10 for photos of areas where taxi's are likely to wait.

The areas of risk highlighted above are not identified within the event risk assessment that has been supplied. The security plan includes 2 pages on the egress and dispersal. I have copied this section and attached it to this representation. There is no specific detail about how the PUDO area will be managed and no diagrams to show the pedestrian routes from the site to their mode of transport ie car park or PUDO area. The management of pedestrians crossing traffic routes is not covered. This is a key part of the event as it will involve thousands of people vacating the contained site area and

moving to the car park and PUDO areas. There will be areas where there will be conflict with moving vehicles as they exit the site. It is unclear how this stage of the event will be managed safely. This stage of the event will be manageable if the numbers are restricted to 3000 attendees.

In summary, the location is not suitable for a single day event for 8,500 attendees plus staff. This number of attendees creates issues around public safety and public nuisance. Hertfordshire Constabulary's submission is that this application for a premises license should only be granted if the numbers attending are reduced and conditioned to a maximum of 3000 plus 499 staff / performers.

Report completed by Police Sergeant Clare Ramirez, Licensing Sergeant and Police Licensing Officer, Sarbjit Minichiello.

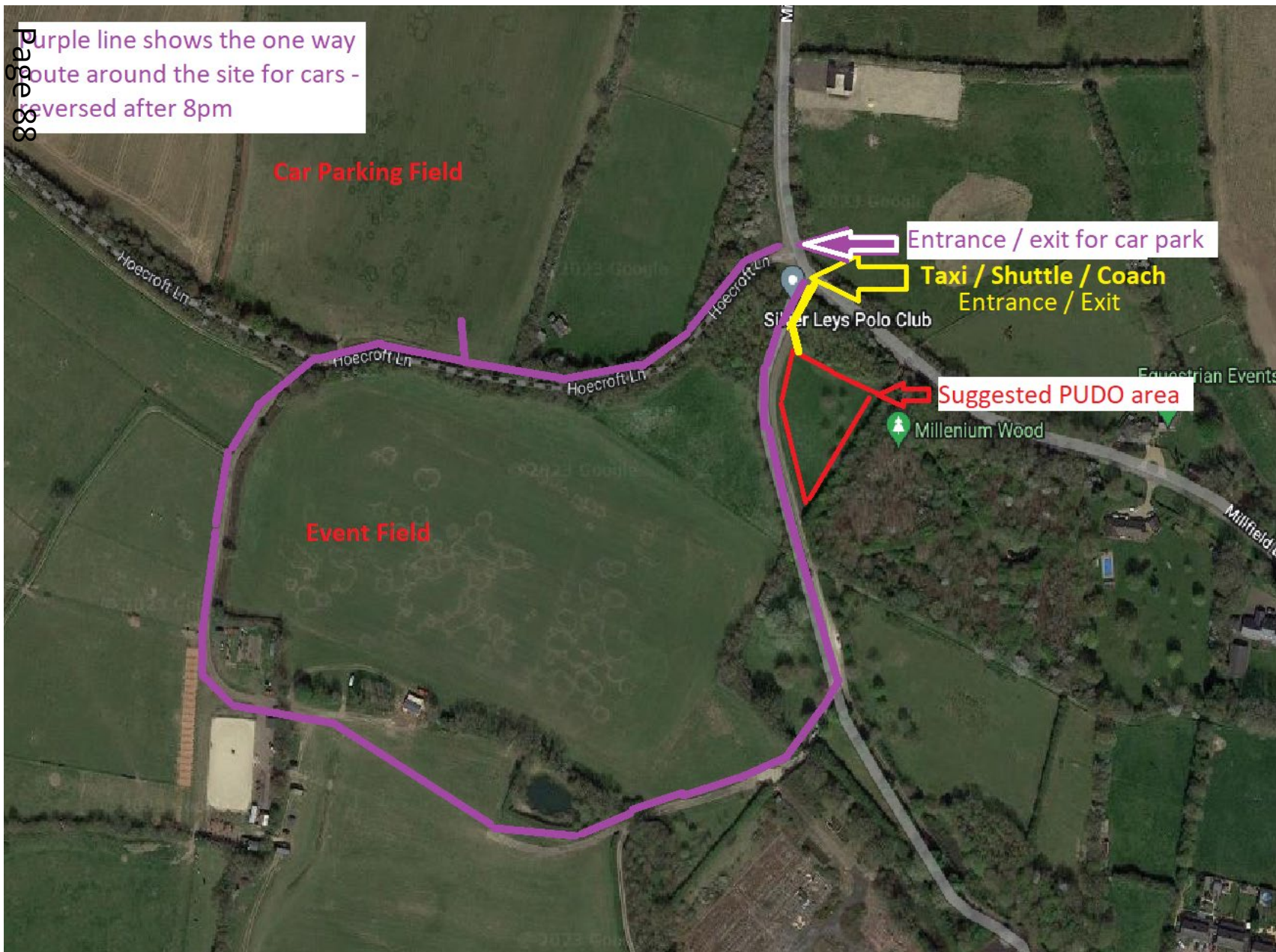
Page 86



Birds eye view map of the area showing key roads referred to



Purple line shows the one way route around the site for cars - reversed after 8pm



Photos of Millfield Lane at differing locations between Hadham Road and the site entrance.



Further photos of Millfield Lane at differing locations between Hadham Road and the site entrance.

Page 90



Below - photos show the two entrances / exits to the site from Millfield Lane.



Below - photos of Millfield Lane between the site entrance and the unnamed road



Unnamed Road junction with Millfield Lane



Below - Unnamed Road near to the junction with Millfield Lane showing areas where taxi's could wait



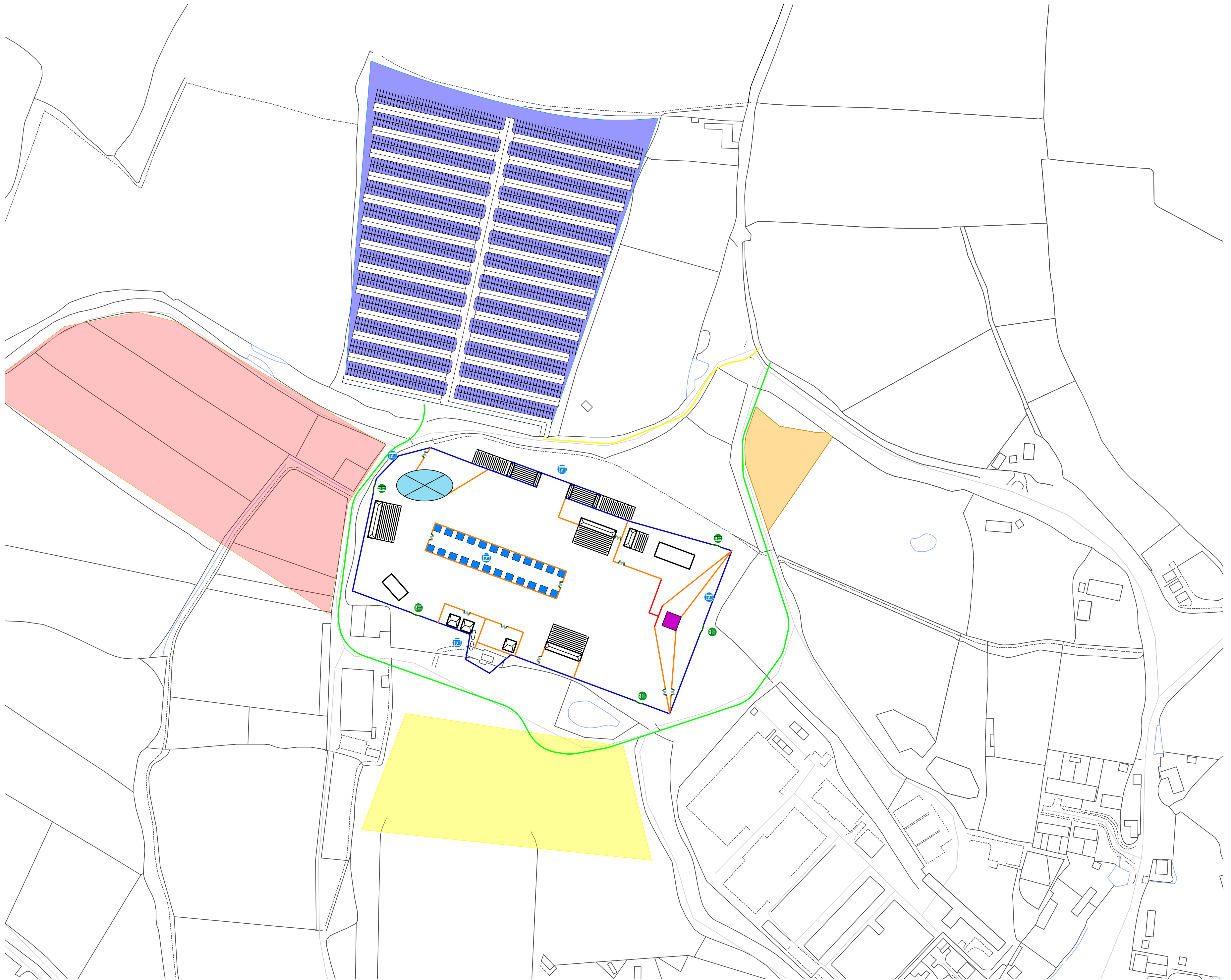
Below - Unamed Road near to the junction with Millfield Lane showing areas where taxi's could wait



Below - Unamed Road near to the junction with Millfield Lane showing areas where taxi's could wait



- Steel Shield Fencing
Heras Fencing
Stage Barriers
Bar / Tent
Marquee
Ambulance
Stage
Stage 2
PUDO and Overflow
Main Car Park
Production & Coach Parking
PUDO Area (Pickup & Drop Off)
Catering Tent
Fire Exit
Generator
Ingress Car Park Only (Vehicle Route)
Egress Until 8pm (Vehicle Route)



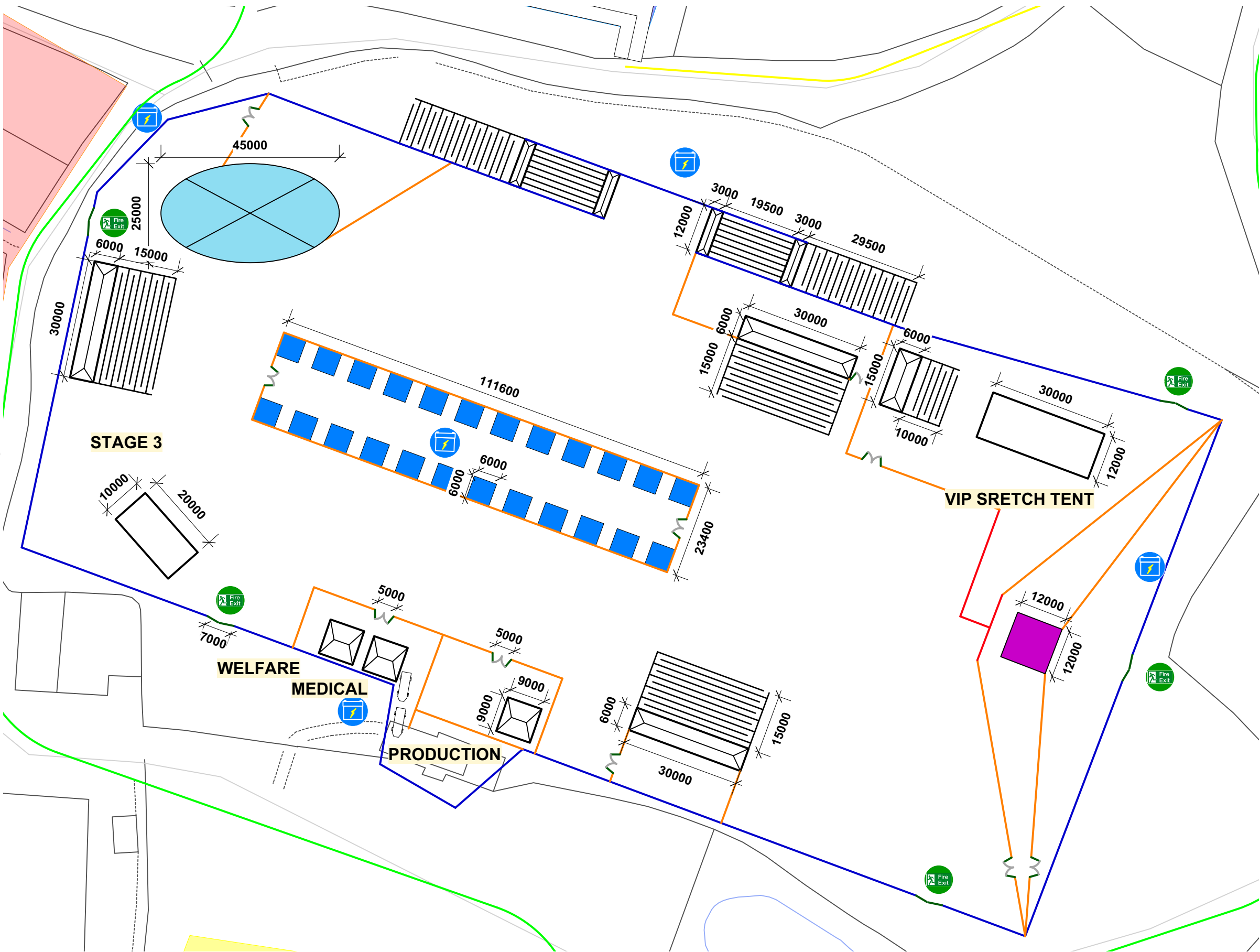
0m 25m 50m 100m

1:2000 @ A2

AMA Fest

Site Plan

- Steel Shield Fencing
- Heras Fencing
- Stage Barriers
- Bar / Tent
- Marquee
- Ambulance
- Stage
- Stage 2
- PUDO and Overflow
- Main Car Park
- Production & Coach Parking
- PUDO Area (Pickup & Drop Off)
- Catering Tent
- Fire Exit
- Generator
- Ingress Car Park Only (Vehicle Route)
- Egress Until 8pm (Vehicle Route)



18.5 Egress & Dispersal

We will activate egress deployment formations so that we are ready 30 Minutes before show end to receive the public to exit drawing all surplus resources from within the arena whilst not compromising the deployment infrastructure within the arena. We will request a staggered stop to allow stages furthest from exit to finish sooner to allow attendees to migrate further towards the exit organically. Stages will stop with performances and security will be required to clear this section and man the cordoned off area to prevent people from entering.

There will be a 30-minute period where lighting is increased before the end of the provision of live or recorded music. At the end of the event all available Security Staff will be allocated duties,

IT IS IMPORTANT THAT ALL SECURITY STAFF PREVENT PEDESTRIANS FROM LEAVING THE VENUE ON FOOT ONTO THE ROADWAY DUE TO THE LOCATION AND THERE BEING NO PUBLIC FOOTPATHS OR PAVEMENTS ALONG THAT STRETCH OF ROAD

All other Security Personnel will help direct Visitors leaving the premises will be directed towards the main exit (was the search area will now be cleared of tables and other obstructions) they will then be directed towards the car park / bus pick up point, all exits will be lit up with relevant signs showing the visitors where they need to go.

It is expected that a high proportion of the attendees will be arriving and leaving by coach which means approximately 2000+ patrons attending the event by this method of transport which will allow for a managed and controlled method for these attendees leaving the local area. Only once all coaches are fully loaded they will leave in a convoy in unison following the access road to Silver Leys Polo Club main exit and continue along the main road which flows around the perimeter of Silver Leys Polo Club leading directly to the pre-designated coach route.

Other emergency exits will not be opened at this time security personnel will be positioned at the main car park entry and exit points While other security staff will be told to sweep all the areas of the arena, checking toilets, tents etc.



Unit B7, Loughton Seedbed Centre, Langston Road, Loughton, Essex, IG10 3TQ
Tel: 0330 113 9966 | info@trojansecurityuk.co.uk | www.trojansecurityuk.co.uk

Elite Guarding (UK) Ltd registered in England and Wales
Company No.08945787 | VAT Reg 283279375

There will be signs up on site letting people know phone numbers for taxi companies. Local taxi companies have been informed about the event to make sure there are cars available on the day.

IMPORTANT!! - It is recommended that the event organiser arranges all main taxi apps to mark their pinpoint location to automatically draw to the location in the field that they desire the drop off and collection point to be in the field to prevent the public leaving the field in search of their taxi.

Such apps include (But not limited to) -

- UBER
- Bolt
- Taxi app
- Gett
- Addison Lee

Clear and legible notices will be prominently displayed at all exits requesting customers to respect residents and leave the area quietly.

Staff and security members will keep an eye-out for anyone who looks as though they may be over the alcohol limit to drive. Only when the arena and Car Park is declared free from visitors then the security will be stood down, this decision will be given by the silver cell. If any vehicles are left on site with no public remaining, then we will determine that these have been abandoned for the evening and information of these vehicles will be forwarded to Control. We would recommend the event organiser has notices on the site entrance to outline steps of how attendees can arrange collection of their vehicle post closure of the site.

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BILL OF QUANTITIES:

S

LOCAL ACCESS
AHEAD ONLY
AMA FEST
USE
A120

X2

S

AMA FEST
&
ALL THROUGH TRAFFIC
LOCAL ACCESS ONLY

X2

SITE DETAILS:

WORK AREA

SAFETY ZONE

SPEED LIMIT:

40

30

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

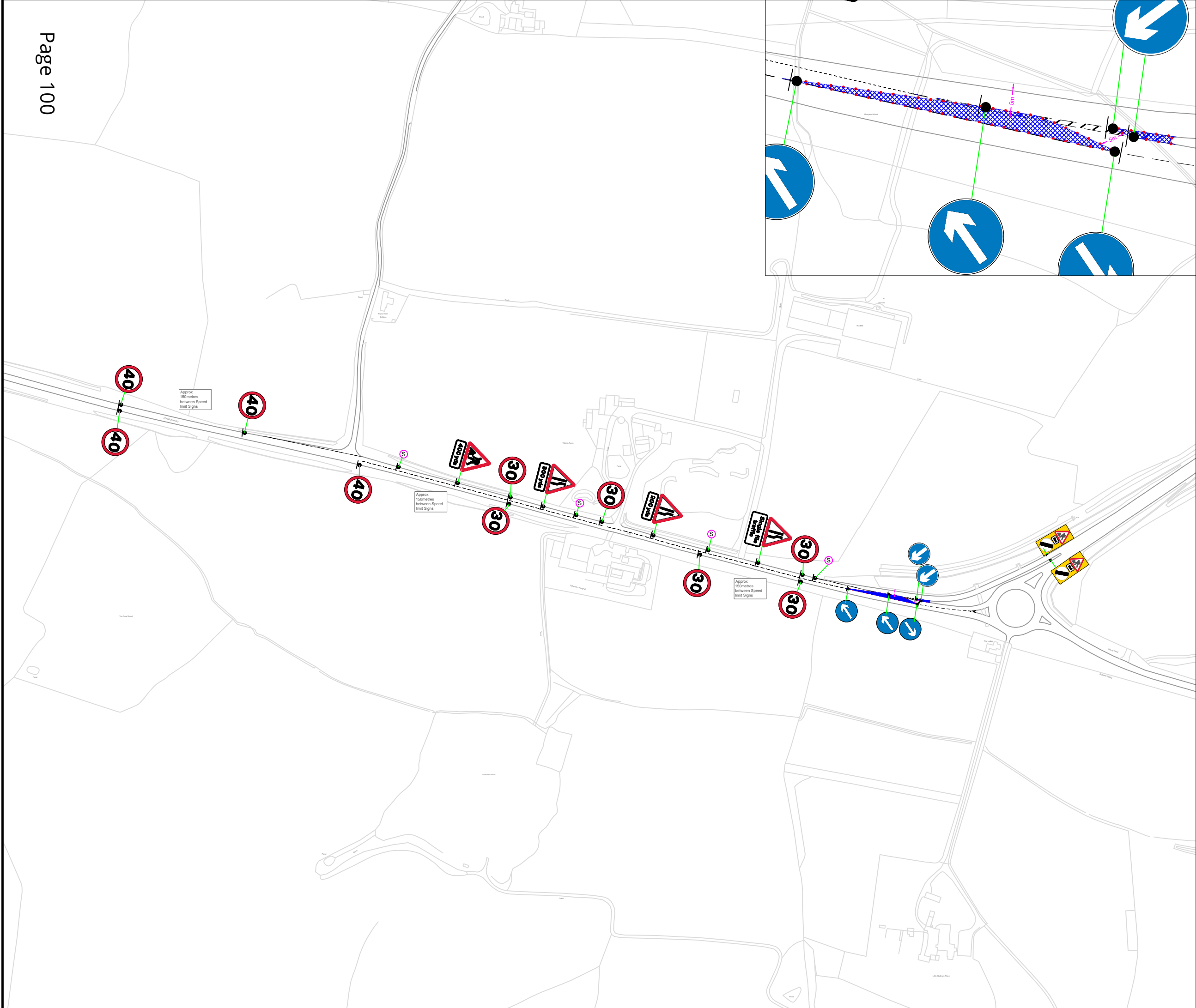
TRAFFIC MANAGEMENT:
Ingress until 20:00 - Plan One

SITE LOCATION:

Stansted
Little Hadham
Standon Road A120
SG11 2DF



Co-ordinates, Latitude - Longitude: 51.886682, 0.078580		CLIENT REF: No ref	
DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE	
BK 19/06/23	AE 19/06/23	LS	19/06/23
SCALE @ A3: NTS		DRAWING NUMBER: BK0155	



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BILL OF QUANTITIES:

SITE DETAILS:

WORK AREA
SAFETY ZONE

SPEED LIMIT: 30

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

TRAFFIC MANAGEMENT:

Ingress until 20:00 - Plan Two

SITE LOCATION:

Standon Road jct Stortford Rd
Little Hadham
SG11 2DF

Co-ordinates, Latitude - Longitude:
51.886682, 0.078580

CLIENT REF:
No ref

DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE
BK 19/06/23	AE 19/06/23	LS 19/06/23
SCALE @ A3: NTS	DRAWING NUMBER: BK0156	



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BILL OF QUANTITIES:



X1



X13

SITE DETAILS:

 WORK AREA

 SAFETY ZONE

SPEED LIMIT: 

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

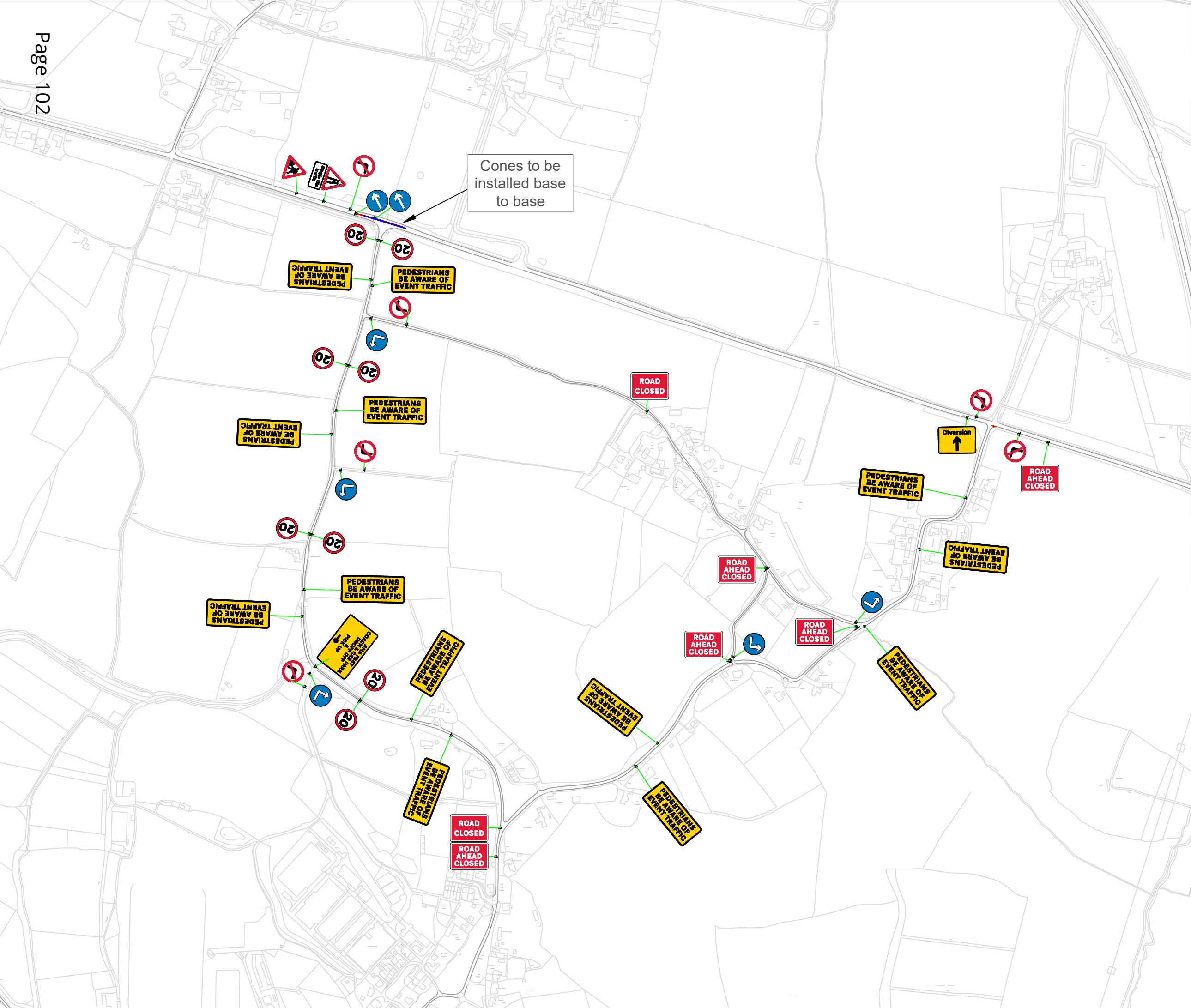
TRAFFIC MANAGEMENT:
Ingress until 20:00 - Plan Three

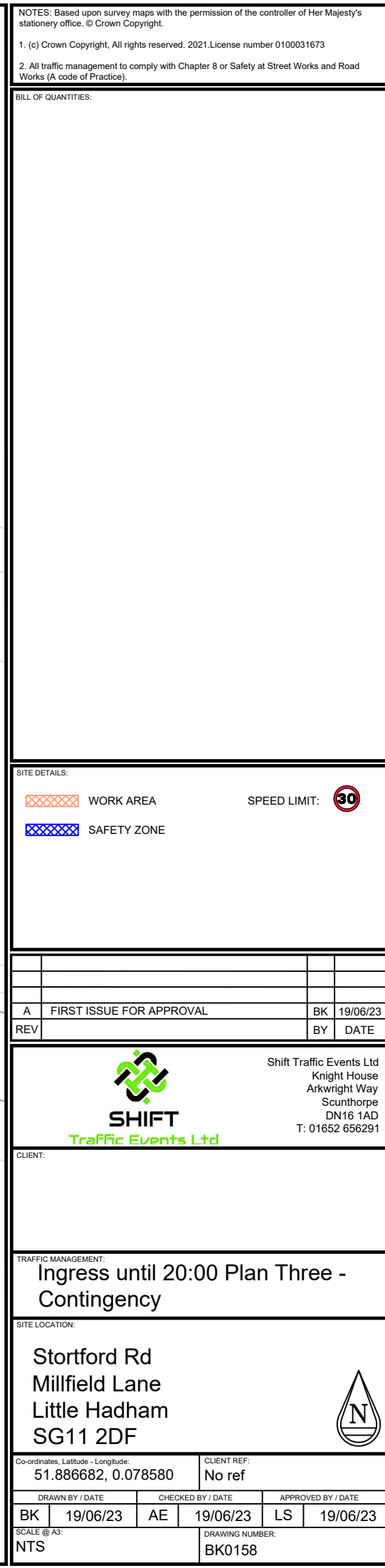
SITE LOCATION:

Stortford Rd
Millfield Lane
Little Hadham
SG11 2DF



Co-ordinates, Latitude - Longitude: 51.886682, 0.078580		CLIENT REF: No ref	
DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE	
BK 19/06/23	AE 19/06/23	LS	19/06/23
SCALE @ A3: NTS		DRAWING NUMBER: BK0157	





Savernake

Hadham Rd

Little Hadham Bypass

Balancing Pond

Plantings Cottages

Drain

Pond

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BILL OF QUANTITIES:

AMA FEST
→

AMA FEST
↻

AMA FEST & LOCAL ACCESS ONLY
↑

ALL OTHER TRAFFIC
↗

SITE DETAILS:

WORK AREA

SPEED LIMIT: 30

SAFETY ZONE

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



SHIFT
Traffic Events Ltd

Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

TRAFFIC MANAGEMENT:
Ingress Plan Four until 20:00

SITE LOCATION:

Hadham Rd
Little Hadham Bypass
Little Hadham
SG11 2DF



Co-ordinates, Latitude - Longitude: 51.886682, 0.078580		CLIENT REF: No ref	
DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE	
BK 19/06/23	AE 19/06/23	LS	19/06/23
SCALE @ A3: NTS		DRAWING NUMBER: BK0159	

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BILL OF QUANTITIES:



SITE DETAILS:



SPEED LIMIT:

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

TRAFFIC MANAGEMENT:

Ingress until 20:00 Plan Four - Contingency

SITE LOCATION:

Hadham Rd
Little Hadham Bypass
Little Hadham
SG11 2DF



Co-ordinates, Latitude - Longitude: 51.886682, 0.078580		CLIENT REF: No ref	
DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE	
BK 19/06/23	AE 19/06/23	LS	19/06/23
SCALE @ A3: NTS		DRAWING NUMBER: BK0160	

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BILL OF QUANTITIES:

S

ROAD AHEAD CLOSED
ACCESS TO
LITTLE HADHAM
ONLY

SITE DETAILS:

- WORK AREA
- SAFETY ZONE

SPEED LIMIT:

30

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



SHIFT
Traffic Events Ltd

Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

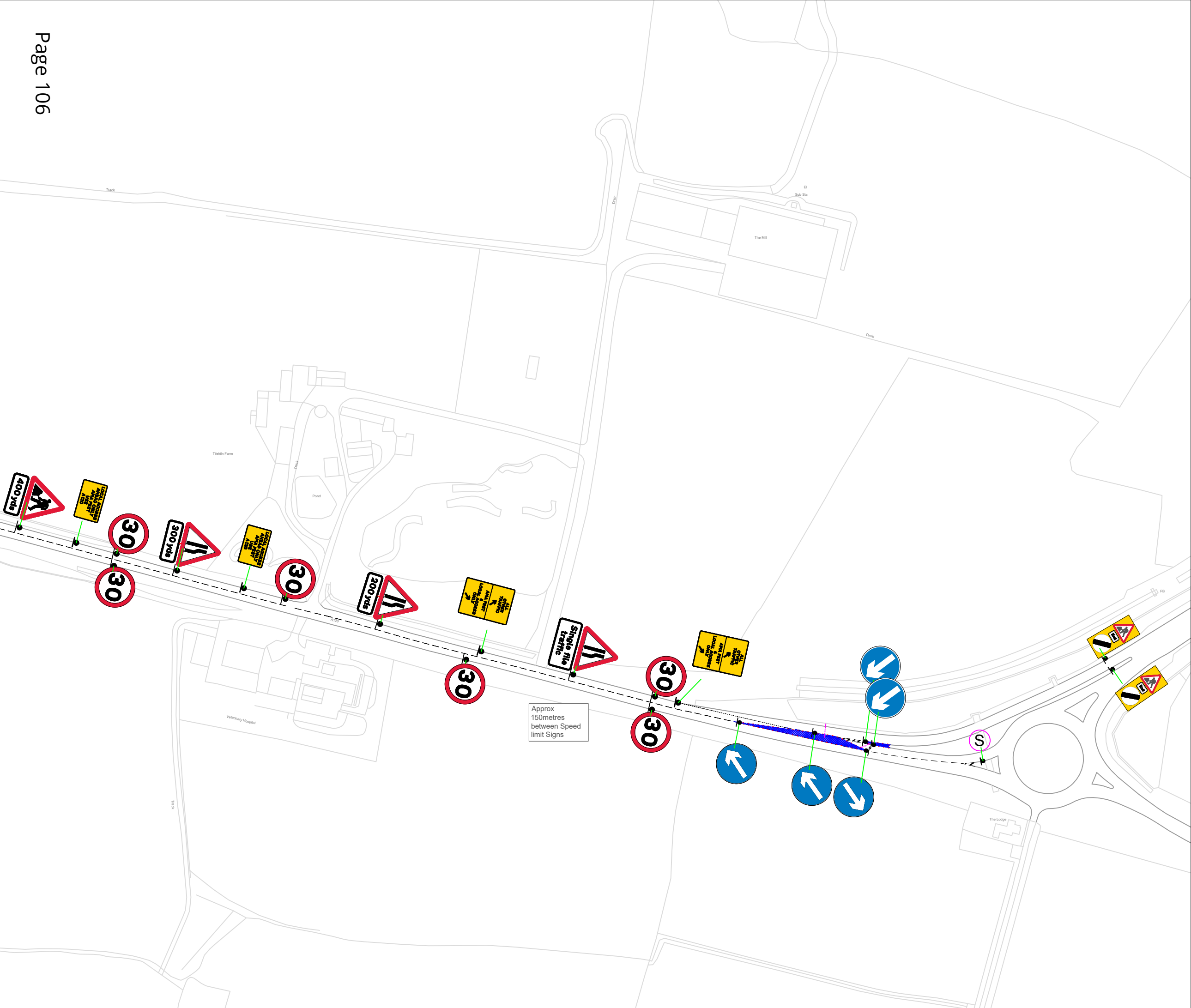
TRAFFIC MANAGEMENT:
Ingress after 20:00 - Plan One

SITE LOCATION:

A120
Little Hadham
SG11 2DF



Co-ordinates, Latitude - Longitude: 51.886682, 0.078580		CLIENT REF: No ref	
DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE	
BK 19/06/23	AE 19/06/23	LS	19/06/23
SCALE @ A3: NTS		DRAWING NUMBER: BK0162	



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BILL OF QUANTITIES:

**ROAD AHEAD CLOSED
ACCESS TO
LITTLE HADHAM
ONLY**

SITE DETAILS:

 WORK AREA
 SAFETY ZONE

SPEED LIMIT: 

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE

 **SHIFT**
Traffic Events Ltd

Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

TRAFFIC MANAGEMENT:

Ingress after 20:00 - Plan Two

SITE LOCATION:

Standon Rd jct Stortford Rd
Little Hadham
SG11 2DF



Co-ordinates, Latitude - Longitude:
51.886682, 0.078580

CLIENT REF:
No ref

DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE
BK 19/06/23	AE 19/06/23	LS 19/06/23

SCALE @ A3:
NTS

DRAWING NUMBER:
BK0163

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BILL OF QUANTITIES:



SITE DETAILS:

-  WORK AREA
 SAFETY ZONE

SPEED LIMIT: 

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

TRAFFIC MANAGEMENT:

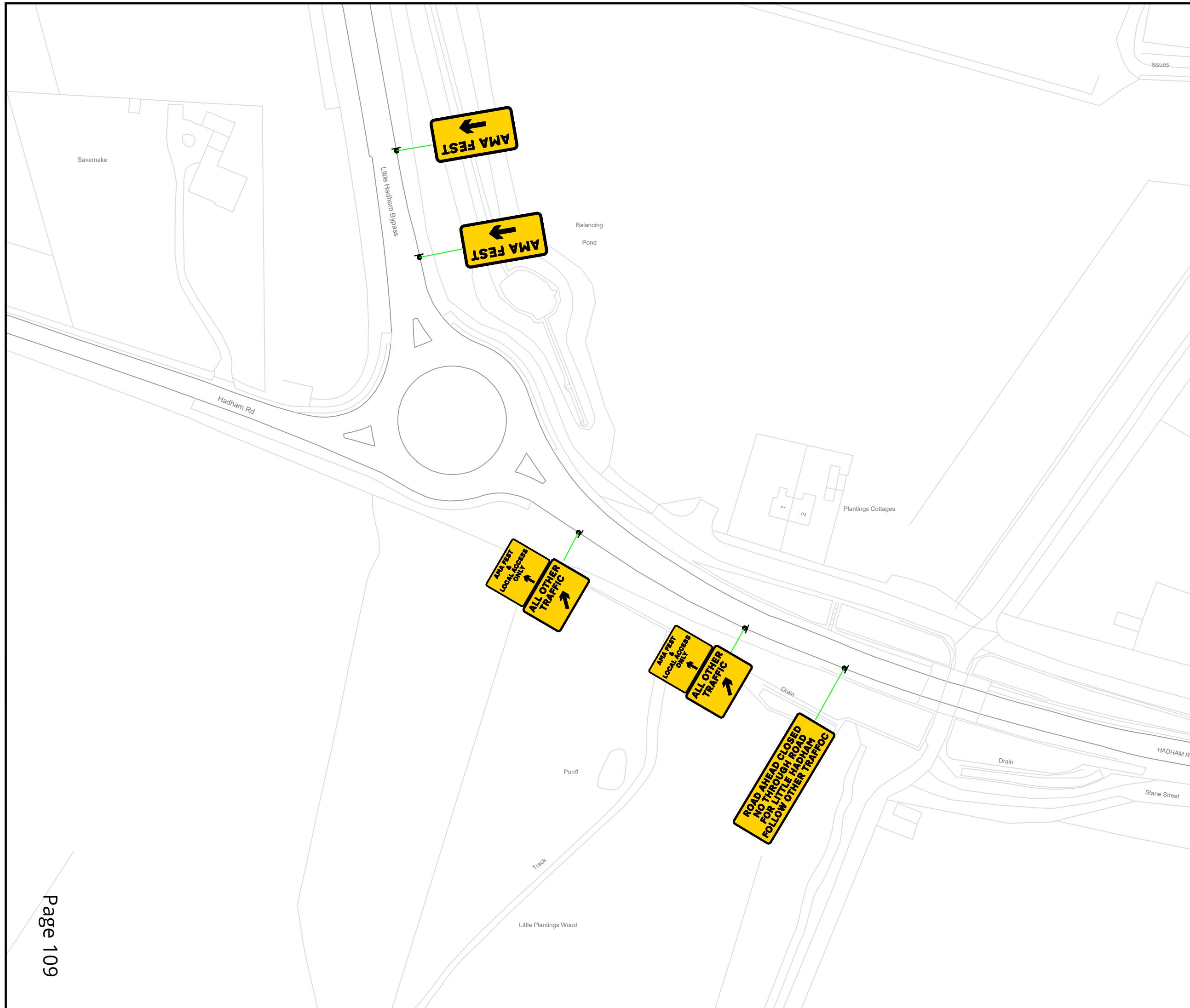
Ingress after 20:00 - Plan Three

SITE LOCATION:

Stortford Rd jct Milfield Rd
Little Hadham
SG11 2DF



Co-ordinates, Latitude - Longitude: 51.886682, 0.078580		CLIENT REF: No ref	
DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE	
BK 19/06/23	AE 19/06/23	LS	19/06/23
SCALE @ A3: NTS		DRAWING NUMBER: BK0164	



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BILL OF QUANTITIES:

**ROAD AHEAD CLOSED
NO THROUGH ROAD
FOR LITTLE HADHAM
FOLLOW OTHER TRAFFIC**

SITE DETAILS:



WORK AREA

SPEED LIMIT

SAFETY ZONE

A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

TRAFFIC MANAGEMENT:

Ingress after 20:00 - Plan Four

SITE LOCATION:

Hadham Rd jct Little Hadham
Bypass
Little Hadham
SG11 2DF



Co-ordinates, Latitude - Longitude:
51.886682, 0.078580

CLIENT REF

No ref

DRAWN BY / DATE

K	19/06/23
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CHECKED BY / DATE

AE	19/06/23
----	----------

APPROVED BY / DATE

LS	19/06/23
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SCALE @ A3

NTS

DRAWING NUMBER

BK0165

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BILL OF QUANTITIES:

SITE DETAILS:

 WORK AREA

 SAFETY ZONE

 PEDESTRIAN BARRIER

SPEED LIMIT:



A	FIRST ISSUE FOR APPROVAL	BK	19/06/23
REV		BY	DATE



Shift Traffic Events Ltd
Knight House
Arkwright Way
Scunthorpe
DN16 1AD
T: 01652 656291

CLIENT:

TRAFFIC MANAGEMENT:
Over view - AMA Fest

SITE LOCATION:

Little Hadham
SG11 2DF



Co-ordinates, Latitude - Longitude: 51.886682, 0.078580		CLIENT REF: No ref	
DRAWN BY / DATE	CHECKED BY / DATE	APPROVED BY / DATE	
BK 19/06/23	AE 19/06/23	LS	19/06/23
SCALE @ A3: NTS		DRAWING NUMBER: BK0166	

1. A Noise Management Plan (NMP), detailing how noise levels will be controlled so as not to cause nuisance to the community shall be prepared by a suitably qualified and experienced acoustic consultant appointed by the Premises License Holder. The NMP shall be submitted to the East Herts Council's Environmental Health team no later than four weeks before the event opens to the public.
 - a. The NMP is to follow "the recommended noise control procedure" contained in the Noise Council's Code of Practice on Environmental Noise Control at Concerts.
 - b. The NMP shall include:
 - i. a detailed location plan
 - ii. a description of all stages and music producing venues
 - iii. the directionality of sound
 - iv. predicted noise levels and the sound propagation characteristics of the event
 - v. details of noise reduction measures
 - vi. the music running times
 - vii. proposed noise sensitive monitoring locations
 - viii. hierarchy of noise control responsibilities
 - ix. the methods for:
 1. measurement at monitoring location
 2. reducing noise levels where required
 3. engaging with Environmental Health and other bodies to ensure compliance
 4. engaging with local residents to contact the site management if they wish to comment on noise levels
2. Noise monitoring by the Organisers shall take place throughout the event at the prior approved (by East Hertfordshire Environmental Health) sensitive monitoring locations. The event organisers shall ensure the Music Noise Level (MNL) shall not exceed the levels agreed on the license conditions at any of the agreed noise sensitive monitoring locations throughout the duration of the event. Monitoring must be at a height of 1.2 to 1.5m above the ground height and not closer than 1 m to any

structure.

3. The premises licence holder shall ensure that MNLs do not exceed 65dB LAeq (15mins) with 70dB LAeq (15min) in the 63Hz and 125Hz octave bands at any of the agreed noise sensitive monitoring locations throughout the duration of the event.
4. The Premises License Holder shall ensure that the sound supplier and all individual sound engineers are informed of the sound control limits and the implementation of the NMP.
5. If requested, the results of any noise monitoring shall be provided to the licensing authority within 10 working days of any request for them.
6. The premises licence holder shall provide East Herts Council's Environmental Health team with the contact telephone numbers of the acoustic consultant who is on duty during the event.
7. All public address systems shall be under the control of the premises license holder or their nominated representatives so that emergency broadcast message can override the musical entertainment and can be delivered clearly audibly to all parts of the site.
8. The acoustic consultant shall produce a post-event report of the event which is to include but not limited to the following:
 - a. log of all noise monitoring measurements
 - b. details of complaints received
 - c. actions taken to reduce noise and the reason for doing so
9. The post-event noise report shall be provided to Environmental Health no later than 4 weeks after the event.
10. The premises licence holder shall ensure all catering operations, including the sale of drink shall be carried out in accordance with Regulation EC No 852/2004 as applied by the Food Safety and Hygiene (England) Regulations 2013. The premises licence holder shall ensure that all food business operators are registered as food businesses. The business name

and contact details of the food vendors are to be provided to East Herts Council's Environmental Health team 4 weeks before opening to the public.

11. A risk assessment is to be produced for the event to include, the crowd management of its attendees and each individual activity by workers, employees or contractors within the premises and other spaces utilised to support the licensable activities taking place. All control measures determined by this risk assessment are incorporated into an action plan which is fully implemented by the senior management team.
12. Ensure all electrical installations are installed by a competent person as set out in BS7909 and then further inspected by both the event manager and a secondary competent person prior to the premises opening.
13. Ensure all electrical appliances utilised on site have a current and valid PAT test.
14. Ensure a competent contractor is appointed to review all risks relating to noise pollution and noise management from the amplified music on site. This contractor is to have an extensive background and qualification set in relation to noise management and noise pollution. Their recommendations are to be set out in the event management plan and are to be accepted in full by the applicant to be implemented throughout the event.
15. The applicant will employ and utilise throughout and after the event a cleansing team who will remove litter and waste from both the premises and nearby areas utilised by attendees in accessing or egressing the event. The event is to operate a "Leave No Trace" policy and will return the site and adjacent areas to exactly the condition prior to licensable activities.
16. The premises licence is limited to 1 event, consisting of 2 consecutive days taking place 02/09/2023 – 03/09/2023.

17. An Event Management Plan (EMP) shall be submitted to the responsible authorities no less than 3 months prior to the start of the event. The EMP must demonstrate that resourcing and infrastructure is based on threat and risk to the event. The latest EMP must be supplied to all responsible authorities 21 days before the event takes place. Following this any changes must be circulated immediately to all responsible authorities.

18. The event management plan shall contain a summary document covering an overview in the following areas:

- Event overview
- Audience profile
- General site overview plan
- Summary description of all areas including temporary structures
- General site safety policy
- Management structure, responsibilities and roles - names of specific personnel, key roles and responsibilities and how the structure of these roles is planned.
- Event control - overview of functioning
- Event Capacities including for temporary structures
- Event timings
- Insurance
- Local Community Considerations
- Build and breakdown plan
- References to appendices detailed below

19. The EMP shall contain appendices detailing fully the following areas:

- A scaled site plan which shows the location and size of all areas of the event and the site infrastructure as well as showing the immediate surrounding area including ingress and egress for pedestrians, vehicles and crew. As well as emergency evacuation routes and access / egress routes for emergency services. All areas of the event mentioned in the EMP must be detailed on the map.

- Event risk assessment covering all areas of risk and management of risks to ensure the health and safety of all those on site
- A crowd management plan including capacities and evacuation times from each area of the site to allow for safe and quick evacuation in the event of an emergency
- Emergency protocols and Major Incident Plan covering the following types of emergencies, fire, bomb threat, suspect packages, public disorder / disturbance, structural failure, hazardous substances, person in water, detained person, injury to a person, crime in progress. To also cover the role of the Event Liaison Team (ELT), coded messages, alert levels and procedures for each, partial evacuation procedure, full evacuation procedure, rendezvous points (RVP's), emergency announcements, event stop procedures, crime scene management.
- Extreme weather procedure and action plan covering all adverse weather conditions, detailing the impact and actions to be taken in each possibility.
- Fire safety plan
- Traffic management plan covering the management of the traffic on the roads surrounding the event. Management of those attending and leaving the event as well as local residential traffic. Internal site signage for traffic. Car park management and lighting. Expected traffic levels throughout the event. Control measures to be used. Taxis and drop off facilities and operation of this facility. Pedestrian routes and lighting of routes. Management of pedestrian and vehicle crossing points.
- Noise management plan - in line with conditions set by Environmental Health
- Waste management plan
- Medical provisions plan covering details of medical / first aid posts, location and description of facility available. Staffing levels of the facility and process to be used when treating patients. Medical emergency procedure.
- Security operations and deployment plan covering security management structure, roles and responsibilities, security staff briefings, security control area operations, communication with the ELT, expectations of SIA staff and non SIA staff, perimeter integrity, searching of people within the site, bar security, camping / tent security, car parking security and security incident log
- Drugs policy including psychoactive substances. A drugs (including psychoactive substances) policy will be written in consultation with the police, particularly with regard to the definition of "dealing".

Where any person is suspected of dealing in drugs, following a search or otherwise, that person will be ejected or refused entry and the person concerned will be detained and police will be contacted prior to ejection. All suspected drugs will be seized and stored safely and securely in sealed evidence bags. A register of all seized drugs will be kept and updated at the time the item is placed into storage. All seizures will be fully documented and details of the incident including offender details will be supplied to the police at the conclusion of the festival. Where any person is suspected of dealing in drugs, following a search or otherwise, that person will be ejected or refused entry and the person concerned will be detained by the security company/door men and police will be contacted immediately.

- Weapons policy - A strict zero tolerance policy must be adhered to in relation to any weapons found that are made, used or adapted to cause injury, any such items found to result in ejection or refusal of entry.
- Entry and Search policy and procedure - detailing the staffing structure and procedural process to be followed at each entry point. Surrender bins to be provided at all entrances prior to the point of search and must be highly visible and clearly marked. Search policy on entry and entry refusal process. Prohibited items to include glass of any kind, weapons, illegal drugs, including psychoactive substances, fireworks, sky lanterns or kites, CO2 canisters, flares, laser pens, open or unsealed vessels of any description.
- Eviction policy and procedure, including eviction notice. Detailing circumstances under which a person will be evicted, the eviction process, management and recording of the process including onward travel from the festival of the evicted person.
- Bar management and Alcohol policy including staff management structure and responsibilities, bar staff briefings for the event. The use of challenge 25 protocol, refusals registers and incident logs.
- A Safeguarding policy and plan to cover both children and vulnerable adults, but especially those under 18's and those who lack capacity through intoxication. To include a lost child procedure.

20. The Licence holder will be responsible for producing a policy for the inspection of the structures built on his site. This will include a maintenance and inspection program with his methodology of testing. This will be presented to the relevant authorities not less than four weeks prior to an event.

Interested Party 1

Little Hadham Parish Council

Email clerklittlehadham@gmail.com

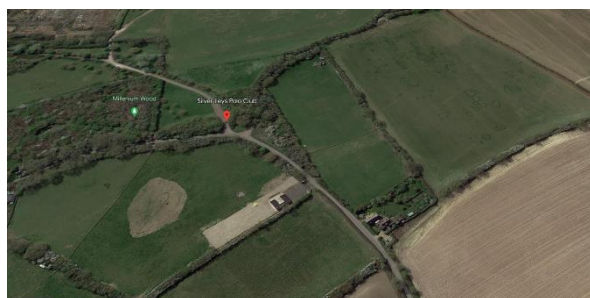
By email to Gina Winn (Case Officer), EHC Licensing Office

Monday 3rd July 2023

AmaFest 23, Silver Leys Polo Club, Millfield Lane, Bury Green, Little Hadham - Premises Licence for a 2-day event 02/09/2023 10.00-24.00, 03/09/2023 10.00-22.00.

The Little Hadham Parish Council have considered this application and agreed to object to this licence on the grounds of location, inadequate traffic measures, inadequate access and egress and lack of consultation with local residents.

Location of event

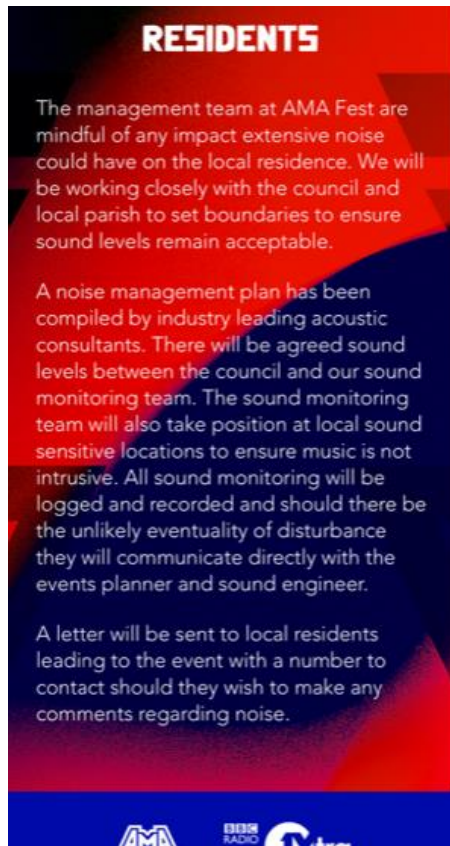


The event is to be held on the Silver Leys Polo Club, which is accessed from the C120 via Millfield Lane or through Bury Green. Both of these roads are (in many places) single track with passing places, making access for emergency vehicles very challenging. If the C15 is used, via Ford Hill, this road is no more than a track. Little Hadham Parish Council are working with Highways to make Ford Hill a 'not suitable for HGV vehicles' route.

Recently the Sign of the Times event was held at Church End, just off the C120 and the roads were grid locked. The Highways department at Herts County Council did not have adequate measures in place to safely get traffic into and out of the event. There were around 5,000 attendees, and the roads did not cope. This event is potentially having 9,999 attendees – as per the licence application. These roads are not suitable for this amount of traffic.

Lack of Consultation

The event organisers have placed a small notice up but have had no contact with the Parish Council or local residents. There is an assumption the licence is approved. In the application it is stated:



The Premises Licence Holder shall hold at least one consultation meeting for local residents, local businesses and stakeholders, a minimum of twice a year. An email address published on the event website will be available to enable local residents, local businesses, and stakeholders to request information about the event.

If this application is approved, and the Premises Licence Holder meets with the residents, the opportunity to object has passed.

The wording in the notice is ambiguous and leads people to believe the council and Local Parish have been contacted. Which is definitely not the case.

Herts County Council would not release the Traffic Management Plan with the residents or Parish Council for The Sign of the Times. We are concerned for the safety of residents through poorly managed traffic.

In the application it states that 'This Premises Licence is limited to authorise Licensable Activity for up to 2 days per year at 8,500 plus staff - Licence is a time sensitive licence of 1 year'. Does this mean the licence is only for

2023, or is it an open licence for the future?

Yours sincerely

Clerk to Little Hadham Parish Council

Interested Party 2

From: Geoffrey Williamson

Sent: 03 July 2023 14:08

To: Housing & Health Services - Community Protection

Subject: RE: Notice of application for the Little Hadham & The Pelhams

Dear Brad,

Thank you notice of this application (23/0781/PL).

There are a few issues with the proposed festival that may give rise to there being public nuisance concerns:

- The entry on the web portal gives a capacity of 9999. This seems a huge number for what is quite a small site. What are the numbers actually expected?
- The site is quite close to the settlements of Bury Green, Green Street and Cradle End, therefore noise could be a problem.
- The access roads are narrow country lanes and on a practical note, Route 3 as shown on the plan involves a turn in and out of Millfield Lane which is actually not what the junction is designed for. The red line hasn't been drawn correctly at this point and the angle the roads meet at is much more acute than shown. It is possible, though not easy, to do in a car but would be particularly difficult for a larger vehicle. I wonder if this has been considered within the Traffic Management Plan?

Regards,

Geoff

Geoff Williamson

Member for Little Hadham & The Pelhams Ward

East Herts Council

Interested Party 3

Sent: 30 June 2023 08:46

To: Housing & Health Services - Community Protection

Subject: [External] Fw: Licensing Act 2003 By Harrier For Silver Leys

To whom it may concern .

We wish to raise strong concerns about this application. Our home a grade 2 listed thatch building is in Millfield Lane on the same lane as the entrance to Silver leys Polo club,.

We have not objected before to the Silver Leys Polo Clubs smaller in house functions nor are we against the club itself. Our objections are on grounds of vehicle movement , safety and noise for large scale externally organised events.

Objections

1. We have requested the organisers speak with us to ally our fears and worries, prior to the 3 July 2023 dead line they have not. The wide scope of the licence application could lead to many large scale performances /functions/ events happening at the Polo club .

Other local festival

2. Lt Hadham already has a Festival annually in Church End which opposite to Millfield lane off the A120 not 1 mile away.
3. Standon has Standon Calling Festival annually this is just 4 miles away on the A120 .

Highways

4. Highways department already agree that Millfield Lane has blind spots, no pedestrian footpath ,single track lane with passing spaces it is not suitable for extra traffic or heavy vehicles (as in a recent planning application rejection(3/20/1040/FUL).
5. Cars Vans and mini buses that miss the entrance, currently turn around on our property, resulting in damage to our drive with deep rutted grooves in the gravel , large skid marks and vehicles stuck on the raised front garden . During the most recent event, my husband had to go out and drive a stuck Mini bus off our grass bank himself. The vehicle was full of young people how seemed to have already been drinking alcohol. The club was informed of this happening.
6. The parking as shown is worryingly inappropriate both in size and location,
7. Both entrance and exit routes seem to use an unmade bridle way each from the parking field one via Millfield Lane .

8. The large numbers of vehicles would also block the lane when trying to enter the parking site how do they prevent cars parking in the Millfield Lane itself.
9. The lane is not suitable for Buses to bring people to and from the Festivals as stated on the web site .
10. There is no public transport direct to Bury Green for visitors to use to access the Festival site.
11. How will they police and control the movement of increased vehicles around this tiny hamlet generally?
12. The Polo club has the same post code as we have **REDACTED** so vehicle come to our address in error all times of the day and night .

Emergency services

13. How will any emergency service reach local residences or the site if the lane is blocked with vehicles ?

Sound Lights

- 14 . The performing stages do not appear clearly mark on the plan but currently we are affected by the rhythm and drumming sounds at night from the Marquee in the club grounds.
15. What assurance can we have that music will stop at the agreed licensed hours, it does not currently comply to shut down times.
16. This is a very small rural hamlet with no street or public lighting the light disturbance from functions would have a detrimental affect on us and the local wild life.

We are not against sensible progress and events run in house .But having requested a discussion and been ignored, it leads to fear and mistrust in the organisation of these and future sound performance events. etc

ADDITIONAL INFORMATION SUPPLIED: Email response received on 12th July 2023 following the applicant amending the capacity and limiting the event to one day.

Dear licensing and enforcement Officer,

thank you for your email :

The 1 day event change is very welcome and not a permutant licence.

Our other concerns remain about noise staging, parking ,movement of people, even with 8,500 guests and 499 employees it is 9000 bodies .

All whom will need to be transported to the Polo club via single track lane which has seen a recent refusal of a planning appeal for Travellers and highways strongly agreed the road could not take the extra vehicle cavity .

planning 3/20/1040/FUL.

I have attached an email showing the wider junction at lower entrance to Millfield lane it does show how the lane narrows to a single track as it goes up the hill.

I have also sent another email showing the vehicles using and getting stuck on our front drive and grass .

We don `t understand why the applicants did not come to speak to us to allay our fears as we requested.

We are unable to be present to make our representation as we have grandchildren care from 8-6 .in Cambridge

Regards



ADDITIONAL INFORMATION SUPPLIED: A further three photographs were received on 12th July 2023 with the description '*Please see attached evidence of our concerns*'.







Interested Party 4

Comments were submitted at 03/07/2023 2:25 PM

Hello. I am objecting to the license application by Harrier 12 Ltd for Silver Leys Polo Club for two days of live music and alcohol licensing.

My family live next to the proposed site on a quiet and secluded farm. I believe it would constitute a public nuisance to allow live music events with alcohol to the proposed outdoor venue. My family are very worried about excessive noise, the increased traffic for event setup and removal, and up to 9999 visitors coming and going on small country lanes. This would disturb the peace and quiet of the quiet of the surrounding areas.

Interested Party 5

Comments were submitted at 03/07/2023 1:58 PM

Dear Sir/Madam,

I am writing to formally object to the application for a drinks license submitted by Harrier 12 Ltd for Silver Leys Polo Club. An urban dance event called AMA Fest 2023 is proposed (<https://www.amafest.com/event-info>) on Saturday 2nd September 12pm-10pm.

I am a local resident living on a farm adjacent to the outdoor area which is proposed to host the event. I have lived in the area for over 25 years, and my family since 1956.

My objections are based on the potential undermining of the Licensing Objectives, specifically in relation to crime and disorder, public safety, and public nuisance.

Crime and Disorder:

It is my firm belief that hosting an urban dance event of this nature in a quiet countryside area, in such close proximity to our fields and homes, has the potential to undermine the Licensing Objective of crime and disorder. The proposed event will attract visitors from urban areas who may not have the same level of respect for the countryside as local residents. This mismatch in priorities could lead to disturbances, trespassing, and other forms of disorderly conduct that would adversely impact the peaceful character of the area.

Public Safety:

The road leading to the proposed site is nearly a single lane and is ill-equipped to handle the influx of event equipment, stages, and a large number of people arriving and leaving. Additionally, the road is not lit, further exacerbating safety concerns. The lack of nearby accommodation raises the issue of late-night departures, following the alcohol-licensed event, potentially compromising public safety as attendees navigate the challenging road conditions. These safety concerns, if not adequately addressed, could pose risks to both event participants and local residents.

Interested Party 6

Comments were submitted at 19/06/2023 7:57 PM

Our lane is the only access to the site. In places it is only single width, functions at the polo club often result in the road becoming blocked. All too frequently we are experiencing cars wheel spinning off our drive where they have missed the site entrance, then needing to turn around. I regularly care for my 3 year granddaughter so this is a particular concern of mine.

The venue is far too close to our homes to allow functions involving live and recorded music to be played at such an intrusive level. All too frequently residents are impacted by noise pollution caused by music at the polo club, the same will apply for this function.

Time limitations for playing live or recorded music already appear to be consistently ignored, interfering significantly with our right to enjoy our homes.

On several occasions we have tried to contact a member of the club to ask that they reduce the volume, or the bass setting on their speakers. Either no response is forthcoming, or they make contact the following day, which is completely unhelpful. The fact that the club is tucked away, in the quiet countryside, does not mean that noise disturbance is any less annoying, if anything it makes it far more intrusive. We all work hard and deserve to be able to enjoy our evenings and weekends. We should be able to rest and recover ready for work. Our children should also be able to feel rested for school, how can this happen when, as is usual, music is still banging out, often continuing after midnight and beyond?

I feel that the club has little regard for the wellbeing of local residents, and I feel that the site is totally unsuitable for the type of functions frequently taking place there.

Interested Party 7

Comments were submitted at 19/06/2023 12:36 PM

I would like to register my objection to this application on the following grounds.

Previous, similar events have been held at this location causing noise nuisance. Although it appears to be a long way from homes, sound travels very easily to the hamlet of Bury Green. A similar event has just taken place over the last three days and we had to suffer three afternoons and evenings of booming bass sound from their sound system, which was very unpleasant.

In the past we have assurances from this venue that the music will stop at sensible times but in most cases it goes on past midnight. If time limits are set, who will be policing these?

Although there is plenty of parking onsite, access is very limited. From A120 there is a choice of two single track roads. These are often difficult to negotiate because of horseboxes and other traffic coming to and from the polo club. At the last event, this Lane was completely blocked for some time by cars trying to enter the site.

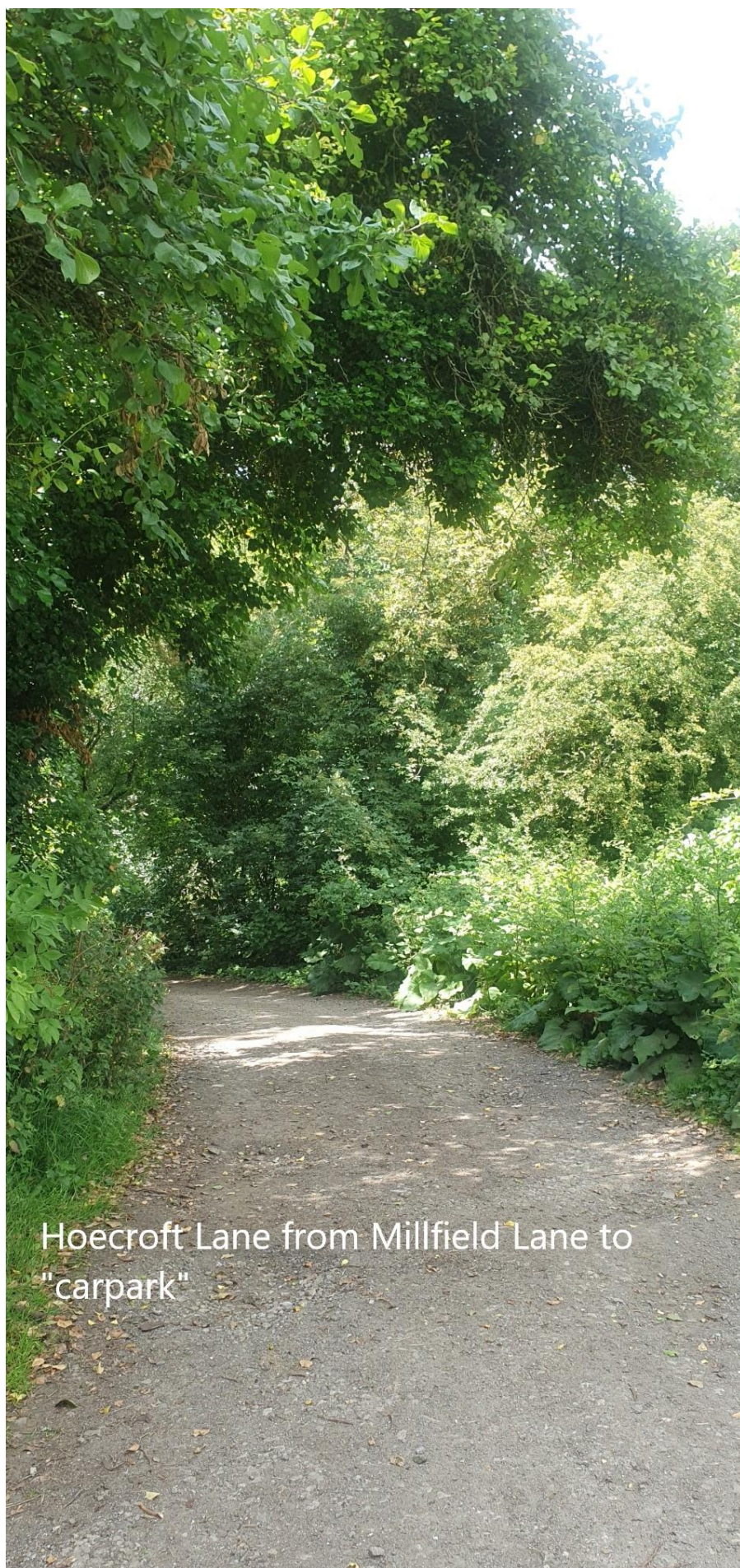
In short, although at first sight this venue seems to be out of the way, there are neighbours who would be impacted by the noise and the roads being blocked while the event was in progress. Being a temporary event, held at a weekend, what do we do if there are problems? Presumably, nothing!

Many thanks for your consideration of my comments

ADDITIONAL INFORMATION SUPPLIED: Pictures submitted on 16th July 2023 to illustrate the access routes to the site are not suitable for such a large event. Each one has been annotated with a description:



Hoecroft Lane from Millfield Lane to
"carpark"



Hoecroft Lane from Millfield Lane to
"carpark"



Millfield Lane from A120 to Polo Club
Width - 9' 6" / 3m

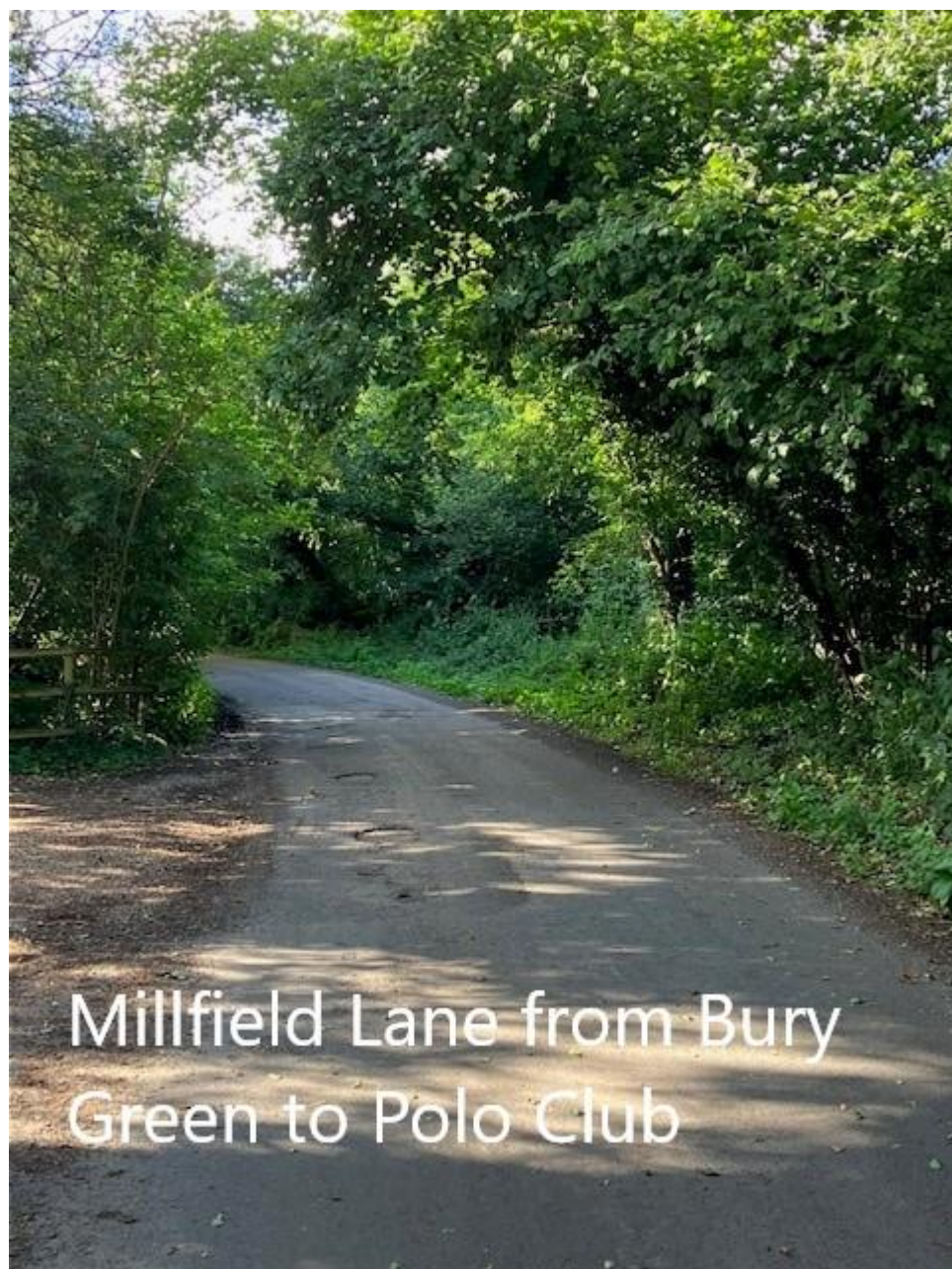


Millfield Lane from A120 to
Polo Club

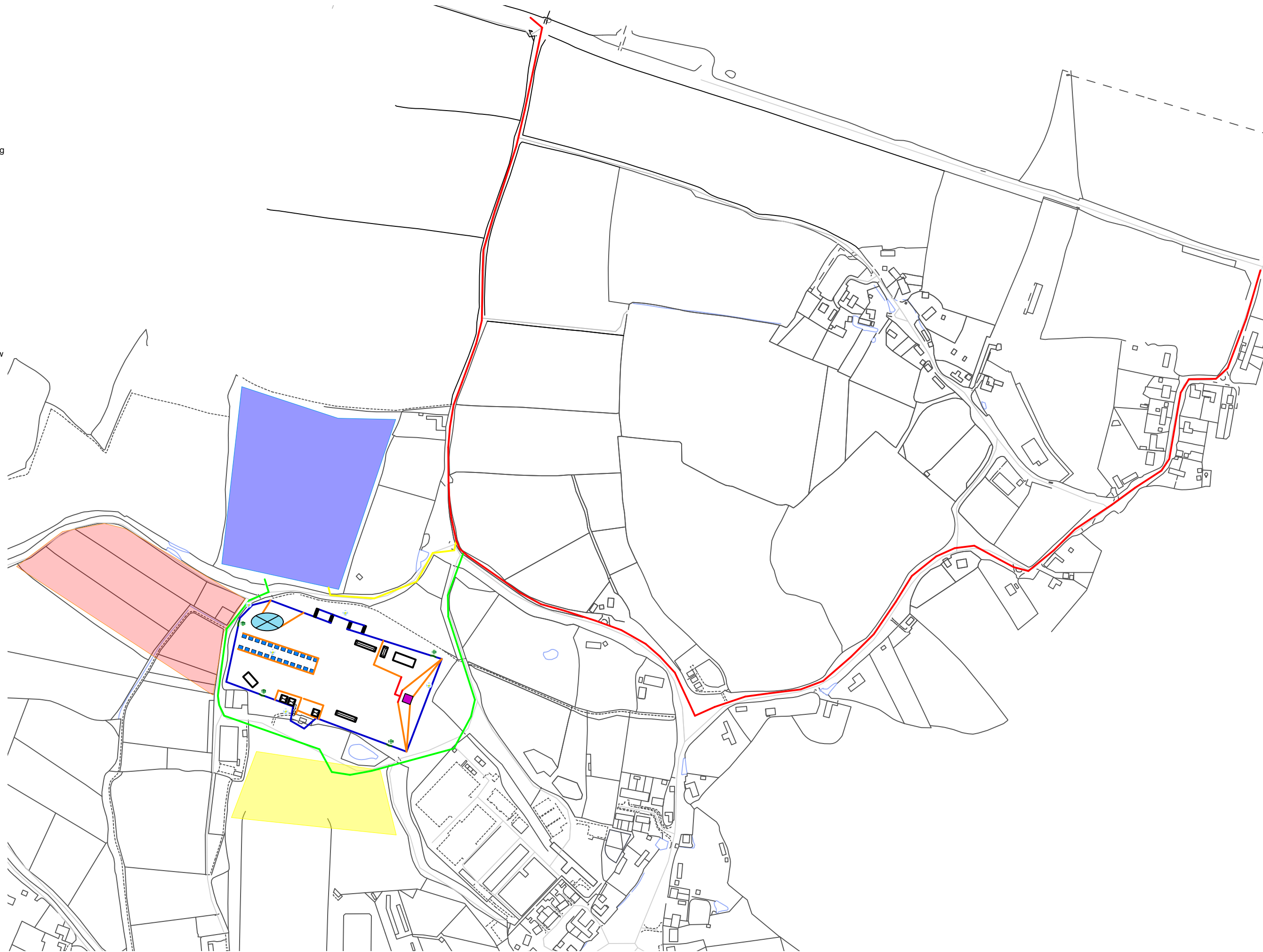


Millfield Lane with typical traffic





- Steel Shield Fencing
- Heras Fencing
- Stage Barriers
- Bar / Tent
- Marquee
- Ambulance
- Stage
- Stage 2
- PUDO and Overflow
- Main Car Park
- Production
- Catering Tent
- Fire Exit
- Generator
- Vehicle Route 1
- Vehicle Route 2
- Vehicle Route 3



0m 50m 100m 200m

1:5000 @ A3

Appendix F: Additional documentation received after report
published

Conditions agreed between the Applicant and Environmental Health:

1. A Noise Management Plan (NMP), detailing how noise levels will be controlled so as not to cause nuisance to the community shall be prepared by a suitably qualified and experienced acoustic consultant appointed by the Premises License Holder. The NMP shall be submitted to the East Herts Council's Environmental Health team no later than four weeks before the event opens to the public.
 - a. The NMP is to follow "the recommended noise control procedure" contained in the Noise Council's Code of Practice on Environmental Noise Control at Concerts.
 - b. The NMP shall include:
 - i. a detailed location plan
 - ii. a description of all stages and music producing venues
 - iii. the directionality of sound
 - iv. predicted noise levels and the sound propagation characteristics of the event
 - v. details of noise reduction measures
 - vi. the music running times
 - vii. proposed noise sensitive monitoring locations
 - viii. hierarchy of noise control responsibilities
 - ix. the methods for:
 1. measurement at monitoring location
 2. reducing noise levels where required
 3. engaging with Environmental Health and other bodies to ensure compliance
 4. engaging with local residents to contact the site management if they wish to comment on noise levels
2. Noise monitoring by the Organisers shall take place throughout the event at the prior approved (by East Hertfordshire Environmental Health) sensitive monitoring locations. The event organisers shall ensure the

Music Noise Level (MNL) shall not exceed the levels agreed on the license conditions at any of the agreed noise sensitive monitoring locations throughout the duration of the event. Monitoring must be at a height of 1.2 to 1.5m above the ground height and not closer than 1 m to any structure.

3. The premises licence holder shall ensure that MNLs do not exceed 65dB LAeq (15mins) with 70dB LAeq (15min) in the 63Hz and 125Hz octave bands at any of the agreed noise sensitive monitoring locations throughout the duration of the event.
4. The Premises License Holder shall ensure that the sound supplier and all individual sound engineers are informed of the sound control limits and the implementation of the NMP.
5. If requested, the results of any noise monitoring shall be provided to the licensing authority within 10 working days of any request for them.
6. The premises licence holder shall provide East Herts Council's Environmental Health team with the contact telephone numbers of the acoustic consultant who is on duty during the event.
7. All public address systems shall be under the control of the premises license holder or their nominated representatives so that emergency broadcast message can override the musical entertainment and can be delivered clearly audibly to all parts of the site.
8. The acoustic consultant shall produce a post-event report of the event which is to include but not limited to the following:
 - a. log of all noise monitoring measurements
 - b. details of complaints received
 - c. actions taken to reduce noise and the reason for doing so
9. The post-event noise report shall be provided to Environmental Health no later than 4 weeks after the event.

10. The premises licence holder shall ensure all catering operations, including the sale of drink shall be carried out in accordance with Regulation EC No 852/2004 as applied by the Food Safety and Hygiene (England) Regulations 2013. The premises licence holder shall ensure that all food business operators are registered as food businesses. The business name and contact details of the food vendors are to be provided to East Herts Council's Environmental Health team 2 weeks before opening to the public.
11. A risk assessment is to be produced for the event to include, the crowd management of its attendees and each individual activity by workers, employees or contractors within the premises and other spaces utilised to support the licensable activities taking place. All control measures determined by this risk assessment are incorporated into an action plan which is fully implemented by the senior management team.
12. Ensure all electrical installations are installed by a competent person as set out in BS7909 and then further inspected by both the event manager and a secondary competent person prior to the premises opening.
13. Ensure all electrical appliances utilised on site have a current and valid PAT test.
14. Ensure a competent contractor is appointed to review all risks relating to noise pollution and noise management from the amplified music on site. This contractor is to have an extensive background and qualification set in relation to noise management and noise pollution. Their recommendations are to be set out in the event management plan and are to be accepted in full by the applicant to be implemented throughout the event.
15. The applicant will employ and utilise throughout and after the event a cleansing team who will remove litter and waste from both the premises and nearby areas utilised by attendees in accessing or egressing the event. The event is to operate a "Leave No Trace" policy and will return the site and adjacent areas to exactly the condition prior to licensable

activities.

16. The premises licence is limited to 1 event, consisting of 1 day taking place 02/09/2023.

17. An Event Management Plan (EMP) shall be submitted to the responsible authorities prior to the start of the event. The EMP must demonstrate that resourcing and infrastructure is based on threat and risk to the event. The latest EMP must be supplied to all responsible authorities 30 days before the event takes place. Following this any changes must be circulated immediately to all responsible authorities.

18. The event management plan shall contain a summary document covering an overview in the following areas:

- Event overview
- Audience profile
- General site overview plan
- Summary description of all areas including temporary structures
- General site safety policy
- Management structure, responsibilities and roles - names of specific personnel, key roles and responsibilities and how the structure of these roles is planned.
- Event control - overview of functioning
- Event Capacities including for temporary structures
- Event timings
- Insurance
- Local Community Considerations
- Build and breakdown plan
- References to appendices detailed below

19. The EMP shall contain appendices detailing fully the following areas:

- A scaled site plan which shows the location and size of all areas of the event and the site infrastructure as well as showing the

immediate surrounding area including ingress and egress for pedestrians, vehicles and crew. As well as emergency evacuation routes and access / egress routes for emergency services. All areas of the event mentioned in the EMP must be detailed on the map.

- Event risk assessment covering all areas of risk and management of risks to ensure the health and safety of all those on site
- A crowd management plan including capacities and evacuation times from each area of the site to allow for safe and quick evacuation in the event of an emergency
- Emergency protocols and Major Incident Plan covering the following types of emergencies, fire, bomb threat, suspect packages, public disorder / disturbance, structural failure, hazardous substances, person in water, detained person, injury to a person, crime in progress. To also cover the role of the Event Liaison Team (ELT), coded messages, alert levels and procedures for each, partial evacuation procedure, full evacuation procedure, rendezvous points (RVP's), emergency announcements, event stop procedures, crime scene management.
- Extreme weather procedure and action plan covering all adverse weather conditions, detailing the impact and actions to be taken in each possibility.
- Fire safety plan
- Traffic management plan covering the management of the traffic on the roads surrounding the event. Management of those attending and leaving the event as well as local residential traffic. Internal site signage for traffic. Car park management and lighting. Expected traffic levels throughout the event. Control measures to be used. Taxis and drop off facilities and operation of this facility. Pedestrian routes and lighting of routes. Management of pedestrian and vehicle crossing points.
- Noise management plan - in line with conditions set by Environmental Health
- Waste management plan
- Medical provisions plan covering details of medical / first aid posts, location and description of facility available. Staffing levels of the facility and process to be used when treating patients. Medical emergency procedure.
- Security operations and deployment plan covering security management structure, roles and responsibilities, security staff briefings, security control area operations, communication with the ELT, expectations of SIA staff and non SIA staff, perimeter integrity,

searching of people within the site, bar security, camping / tent security, car parking security and security incident log

- Drugs policy including psychoactive substances. A drugs (including psychoactive substances) policy will be written in consultation with the police, particularly with regard to the definition of "dealing". Where any person is suspected of dealing in drugs, following a search or otherwise, that person will be ejected or refused entry and the person concerned will be detained and police will be contacted prior to ejection. All suspected drugs will be seized and stored safely and securely in sealed evidence bags. A register of all seized drugs will be kept and updated at the time the item is placed into storage. All seizures will be fully documented and details of the incident including offender details will be supplied to the police at the conclusion of the festival. Where any person is suspected of dealing in drugs, following a search or otherwise, that person will be ejected or refused entry and the person concerned will be detained by the security company/door men and police will be contacted immediately.
- Weapons policy - A strict zero tolerance policy must be adhered to in relation to any weapons found that are made, used or adapted to cause injury, any such items found to result in ejection or refusal of entry.
- Entry and Search policy and procedure - detailing the staffing structure and procedural process to be followed at each entry point. Surrender bins to be provided at all entrances prior to the point of search and must be highly visible and clearly marked. Search policy on entry and entry refusal process. Prohibited items to include glass of any kind, weapons, illegal drugs, including psychoactive substances, fireworks, sky lanterns or kites, CO2 canisters, flares, laser pens, open or unsealed vessels of any description.
- Eviction policy and procedure, including eviction notice. Detailing circumstances under which a person will be evicted, the eviction process, management and recording of the process including onward travel from the festival of the evicted person.
- Bar management and Alcohol policy including staff management structure and responsibilities, bar staff briefings for the event. The use of challenge 25 protocol, refusals registers and incident logs.
- A Safeguarding policy and plan to cover both children and vulnerable adults, but especially those under 18's and those who lack capacity through intoxication. To include a lost child procedure.

20. The Licence holder will be responsible for producing a policy for the inspection of the structures built on his site. This will include a maintenance and inspection program with his methodology of testing. This will be presented to the Safety Advisory Group not less than four weeks prior to the event.

From: [REDACTED]

Sent: 20 July 2023 08:07

To: [REDACTED]

Cc: [REDACTED]

Subject: RE: AMA Fest

Hi [REDACTED]

Statement as follows:

Hertfordshire County Council Network Management Team have concerns regarding public safety based on the current proposals presented by AMA Fest. These concerns are primarily due to the expected attendee numbers and location of the event. With 8000 expected attendees there will be significant disruption to the road network with event attendees queuing along narrow country lanes, Hadham Road and potentially the A120 itself.

Due to the narrow road widths leading to the event there does not appear to be any consideration or measures to protect walkers, cyclists and equestrians who may choose to use the country lanes during the event ingress/egress. These road users will therefore come into conflict with a large number of motor vehicles with no safe passage, thereby creating a safety issue.

Furthermore, there is potential for damage to be caused to the public highway/verge by vehicles attending the event due to the tight corner they would need to navigate at the Millfield Lane / Cradle End junction.

Best regards,

[REDACTED]
Assistant Network Manager – East Herts & Broxbourne | Network Management | Growth & Environment
Hertfordshire County Council
Address: County Hall, Pegs Lane, Hertford, SG13 8DE. Postal Point: CHN115
[REDACTED]



[Our vision](#) is to create a cleaner, greener and healthier
Hertfordshire, guided by our RISE values



We improve Residents' lives	We work with Integrity	We act Sustainably	We champion Equality & fairness
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