

### Fire and Rescue Service further response (27/05/2021):

Hi Oliver

Suggestion below which would be consistent with our services guidance (attached).

The premises licence holder will provide a final copy of the Event Management Plan to the Fire Authority (note: *could change to all responsible authorities*) no later than six (6) weeks prior to the commencement of the event build-up on site of each year's event.

Does that work?



**Station Commander | Fire Safety Manager | Fire Protection | Fire and Rescue Service**

**Hertfordshire County Council**

Room 346 Old Block, County Hall, Pegs Lane, Hertford, Hertfordshire SG13 8DQ, Postal Point: CH0331

**T: 01707 292396 (Internal: 82396)**

**T – Admin: 01707 292310**

**E:**



### Licensing Authority Response:

Thank you for coming back to me on this point. We consider it important enough to be added to the section of the Licensing Policy which deals with festivals and outside events. As such we have added an additional paragraph as shown below:

20.8 Where the nature of an event means an Event Management Plan, or other similar document, is required it is likely that the responsible authorities will need the final version of these documents to be provided 6 weeks in advance of the event start date. This sort of time scale allows the responsible authority time to properly consider the documents, respond with any concerns and then those concerns to be addressed in good time. Late submission of complex and lengthy documents is likely to result in representations being made against applications.

We felt that it was better to include this point in the body of the Policy as, unlike the Pool of Model Conditions, a Licensing Sub-Committee must have reference to the Policy when making a decision on an application.

We hope this amendment satisfactorily addresses your point but if you would like to discuss it further then please let me know.

Proposed amendments to draft policy:

Add an additional paragraph to the section of the Statement of Licensing Policy relating to 'Festivals and outside events' (20.8):

*Where the nature of an event means an Event Management Plan, or other similar document, is required it is likely that the responsible authorities will need the final version of these documents to be provided 6 weeks in advance of the event start date. This sort of time scale allows the responsible authority time to properly consider the documents, respond with any concerns and then those concerns to be addressed in good time. Late submission of complex and lengthy documents is likely to result in representations being made against applications.*