

Premises Licence – Dog & Whistle Festival 20th and 21st July 2024 – Proposed Conditions.

1. Licensable activities shall only be permitted to be carried on at the premises on 20th and 21st July 2024 between noon and 22:00 with the site clear of customers by 2300 (in these conditions referred to as the “the Event”).
2. The total capacity including all staff on site on each date of the Event will not exceed 4000.
3. For the Event, the premises licence holder shall be guided, advised and monitored by various Responsible Authorities and stakeholders, including where necessary the following:
 - Police
 - Environmental Health/Noise Pollution
 - Licensing Authority
 - Fire Authority
 - Council Highways and Planning Department
 - Any relevant Child Protection Organisation
 - The Premise Licence Holder’s own experts and consultants in security, stewarding, traffic, health and safety, noise, child protection, amongst others.
4. The premises licence holder shall, where necessary discuss all aspects of the Event including the promotion of the four licensing objectives under the Licensing Act 2003 with authorities and stakeholders listed in condition [2] above.
5. The results of the event planning process shall be compiled into an Event Safety Management Plan (in these conditions referred to as the “ESMP”). The ESMP is a work in progress throughout the planning process.
6. The ESMP shall be prepared in consultation with the local authorities and stakeholders listed in condition [2].
7. A final copy of the ESMP shall be lodged with East Herts Safety Advisory Group (in these conditions referred to as “the SAG”) no less than 14 working days before the Event (or such shorter period as the SAG agrees).
8. If a Responsible Authority is of the opinion that the ESMP does not meet one or more of the Licensing Objectives, written notice will be given to the Licence Holder by that Responsible Authority prior to the Event stating that the Event shall not proceed. Once the Responsible Authority is satisfied that the Licensing Objectives have been met, the notice will be withdrawn.
9. If for any reason a major service provider (in these conditions referred to Security Company, Noise Management Consultant, Traffic Management Team or Medical Team) withdraws or reduces their services days leading up to the event the Responsible Authorities must be notified. If it is deemed the Licensing Objectives will be undermined the event will not proceed.

10. The Event will be managed in accordance with the ESMP. During the operational phase any deviation from the ESMP must be fully documented and rationale recorded at the time.
11. All areas of the Event and all documents referred to in the ESMP shall be available for inspection during the Event by officers of Responsible Authorities should they request access or ask to view the documents.
12. The SAG must approve the ESMP prior to the Event, which approval will not be unreasonably withheld.
13. Training shall be provided to all relevant staff on commencement of any event relating to all age-restricted products sold (this shall include under-age alcohol sales), drug awareness, health and safety and fire safety in line with relevant legislation.
14. Records detailing training be kept on the premises and be made available upon a request by a Police Officer or an authorised officer as detailed within Section 13 of the Licensing Act 2003.
15. A 'Challenge 25' proof of age scheme shall be adopted for age verification and the only acceptable forms of identification shall be:
 - Driving Licence
 - Current Passport
 - Any approved Government Card showing the 'PASS' logo
 - MoD Identity Card
16. Clear, prominent and unobstructed signage informing customers of the 'Challenge 25' proof of age scheme in operation shall be displayed at all points of sale of alcohol.
17. A refusal book / log (electronic or otherwise) shall be located at each bar area close to the till point. This log book shall be kept on the premises and be made available upon a request by a Police Officer or an authorised person as detailed within Section 13 of the Licensing Act 2003.
18. The Designated Premises Supervisor shall ensure that an incident log is maintained within the premises and details of all known incidents are recorded within the log. This log shall be kept on the premises for the duration of the event.
19. The refusals log, incident log and the SIA log will be kept by the premises licence holder until the final SAG de-brief is held.
20. The numbers and locations of SIA registered door staff (if any) shall be detailed in the ESMP.
21. All SIA staff, event marshals and the event organisers shall be linked by way of two-way radio or similar device or devices.
22. All SIA registered staff shall display their SIA badges all times when carrying out security roles within the site.

23. All SIA staff and event marshals shall wear suitable clothing such as fluorescent jackets or bibs to clearly indicate their different roles on site.
24. No staff member while on duty and / or in uniform will consume alcohol or drugs on site or be under the influence of alcohol or drugs at any time whilst working.
25. A log recording the times SIA staff started work and then finished work, and their badge number will be filled in and signed by each SIA operative.
26. No alcohol shall be served to customers to consume in any form of glassware. (This will not prevent staff serving alcohol from glass bottles but the glassware will not be handed over to customers).
27. The Premises Licence Holder shall take out Public Liability and Third Party insurance to cover at least £5,000,000.00 (five million pounds) for any one occurrence. The Premises Licence Holder shall provide the Licensing Authority with certified copies of the Policy and Certificates of Insurance, or other acceptable proof of cover, not later than 14 days prior to the start of the Event.