

*Please ask for:*

**Gemma Knipe**

*Direct dial:*

**(023) 9254 5503**

*Fax:*

**(023) 9254 5360**

*E-mail:*

**ehs@gosport.gov.uk**

*My Ref:*

**17 July 2017**

## **PUBLIC NOTICE**

**MEETING:** LICENSING SUB-BOARD

**DATE:** 25 JULY 2017

**TIME:** 18:00:00

**VENUE:** THE COUNCIL CHAMBER

**BOROUGH SOLICITOR**

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### **MEMBERS OF THE SUB-BOARD**

Councillor HICKS

Councillor RAFFAELLI

Councillor RONAYNE

### **FIRE PRECAUTIONS**

(To be read if members of the public are present)

**In the event of the fire alarm (continuous ringing sound) sounding, please leave the room immediately.**

**Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.**

## **AGENDA**

### 1. APOLOGIES FOR NON-ATTENDANCE

### 2. DECLARATIONS OF INTEREST

*All Members are required to disclose, at this point in the meeting or as soon as possible thereafter, any disclosable pecuniary interest or personal interest in any item(s) being considered at this meeting.*

### 3. TO CONSIDER APPLICATIONS RECEIVED (copies attached)

Application: Premises License  
Premises: Arena and Display Area  
Address: Stokes Bay Road, Gosport

#### **IMPORTANT NOTICE:**

- If you are in a wheelchair or have difficulty in walking and require access to the venue on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request.
- Please note that mobile phones should be switched off for the duration of the meeting.

If you require any of the services detailed above please ring Lisa Young on 023 9254 5340.

<b>REPORT TO THE:</b>	<b>LICENSING SUB-BOARD</b>
<b>MEETING DATE:</b>	<b>25<sup>th</sup> July 2017</b>
<b>REPORT OF:</b>	<b>HEAD OF ENVIRONMENTAL HEALTH</b>
<b>APPLICATION:</b>	<b>APPLICATION FOR A PREMISES LICENCE</b>

### **Purpose**

The report advises the Licensing Sub-Board of an application for a new premises licence and advises Members of the relevant representations received from Interested Parties in respect of the application.

### **1 Background**

- 1.1 The Licensing Act 2003 specifically restricts the grounds on which the Council, as Licensing Authority (LA), may refuse an application for a Premises Licence, or impose conditions. Where relevant representations are made, the LA may refuse on the grounds that the licensing objectives are not met or the operating schedule is inadequate. Equally, conditions may be imposed where appropriate. The LA may also refuse an application in part and thereby only permit some of the licensable activities sought.
- 1.2 The decision making Licensing Sub-Board, in considering an application, must have regard to the adopted Statement of Licensing Policy, Section 182 Guidance issued by the Secretary of State and any relevant representations made by those directly affected.
- 1.3 An applicant applying for a premises licence, whose application has been refused, or who is aggrieved by conditions imposed, may appeal against the decision to the Magistrates' Court.
- 1.4 In considering this application the Sub-Board will sit in a quasi-judicial capacity and is thus obliged to consider applications in accordance with both the Licensing Act 2003 (Hearings) Regulations 2005, and amending secondary legislation and the rules of natural justice. The practical effect of this is that the Sub-Board must make its decision based on evidence submitted in accordance with the legislation and give adequate reasons for reaching its decision. The Sub-Board must also have regard to:-

Crime and Disorder Act 1998

Section 17 of the Crime and Disorder Act 1998 places a Council under a duty to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

#### Human Rights Act 1998

The Act requires UK legislation to be interpreted in a manner consistent with the European Convention on Human Rights. It is unlawful for the Council to act in a way that is incompatible with the rights protected by the Act. Any action undertaken by the Council that could have an effect upon other persons Human Rights must be no more onerous than is necessary in a democratic society. The matter set out in this report must be considered in light of the above obligations.

## **2 Procedure for the Hearing of the Application**

The standard procedure for the hearing of this licensing application can be seen as Appendix A.

## **3 Report**

### **3.1 This application is in respect of:-**

Arena and Display Area  
Stokes Bay Road  
Gosport

The applicant is:

Mr Paul James Cobb  
15 Mabey Close  
Gosport  
PO12 2AX

The type of application is a new premises licence application.

- 3.2 The application requests to have:
- Performance of Plays 10.00 until 22.00;
  - Exhibition of Film 10.00 until 22.00;
  - Performance of Live Music 10.00 until 22.00;
  - Play Recorded Music 10.00 until 22.00;
  - Performance of Dance 10.00 until 22.00;
  - Entertainments similar to the above 10.00 until 22.00 ; and
  - Sale of Alcohol, 11.00 until 22.30

On Friday's, Saturday's and Sunday's.

- 3.3 The Gosport Safety Advisory Group (SAG) advises on safety aspects for public events that are planned to take place in the Gosport Borough Council area, which includes representatives from the emergency services and local authorities. Following a SAG on Tuesday 19 June 2017 additional Conditions were suggested and agreed by the Applicant. The email exchange can be seen at Appendix B.
- 3.4 A copy of the application and premises plan can be seen as Appendix C.

#### **4 Representations**

- 4.1 During the representation period fifteen separate representations were received.

Fourteen being from interested parties (public), and one from responsible authorities (Police).

The representations can be seen as Appendix D.

- 4.2 The Police mediated with the Applicant to impose a total of 35 further conditions onto the application. These were agreed by the Applicant, the email exchange can be seen as Appendix E. The agreement resulted in the Police withdrawing their representation.
- 4.3 One representation is accompanied with a petition signed by 35 local residents who oppose the premises licence on the grounds of crime and disorder, public nuisance and public safety. The Board should consider this as one representation but may attach appropriate weight to the fact that it has also been undersigned by more than one person.
- 4.4 Personal grievances that an interested party may have with the applicant are not a relevant consideration in determining the application.
- 4.5 There must be cogent evidence presented to the licensing sub-board by the interested parties that the proposed licensable activities

will adversely impact on the licensing objectives. Representations based on the perception that the proposed licensable activities may have on the licensable activities does not amount to cogent evidence.

- 4.6 The arrangements for the hire of the land and the issues raised that it will result in loss of amenity for the duration of an event are not matters that the licensing sub-board can have regard to.
- 4.7 An application can be made to the licensing authority for a non-specific event. The Licensing Act 2003 allows this level of flexibility so event organisers are required to apply for a new premises licence each time they wish to hold an event on the land. Any event is subject to an agreement between the landowner and event organiser for the use of the land.

## **5 Conclusion**

- 5.1 A copy of all of the Conditions, as they will appear on the proposed licence can be seen as Appendix F.
- 5.2 The hearing should seek to focus on the steps considered appropriate, to promote the particular licensing objectives that have given rise to the specific representations, in this case.  
The Sub-Board must consider whether the operating schedule as it stands, adequately addresses this issue or if not whether it can be achieved by the imposition of further condition(s) on the premises licence. If either of the aforementioned steps does not appropriately promote the relevant licensing objectives the LA may refuse the application.
- 5.1 The Sub-Board members are asked to review the information in this report and any additional evidence presented to them at the Hearing and determine the application.

<b>Financial Services comments:</b>	N/a
<b>Legal Services comments:</b>	Contained within report
<b>Crime and Disorder:</b>	Contained within Report
<b>Equality and Diversity:</b>	none
<b>Service Improvement Plan implications:</b>	none
<b>Corporate Plan:</b>	n/a
<b>Risk Assessment:</b>	n/a
<b>Background papers:</b>	none
<b>Appendices/Enclosures:</b>	
Appendix A	Procedure for Hearing of Applications under the Licensing Act 2003
Appendix B	Application Form, Premises Plan and Photos of seating
Appendix C	Locality map
Appendix D	Representation
<b>Report author/ Lead Officer:</b>	<b>Gemma Knipe</b>

APPENDIX C

**Licensing Authority, Environmental Health Section, Community and Customer Services Unit  
Gosport Borough Council, Town Hall, High Street, Gosport PO12 1EB**

**Application for a premises licence to be granted  
under the Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

**I/We** PAUL COBB

*(Insert name(s) of applicant)*

**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003**

**Part 1 – Premises Details**

Postal address of premises or, if none, ordnance survey map reference or description			
Arena and Display Areas Stokes Bay Road (Ordnance Survey map reference: SZ 590 980)			
<b>Post town</b>	Gosport	<b>Postcode</b>	

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£0

**Part 2 - Applicant Details**

Please state whether you are applying for a premises licence as

Please tick as appropriate

- |    |                                                 |                                     |                             |
|----|-------------------------------------------------|-------------------------------------|-----------------------------|
| a) | an individual or individuals *                  | <input checked="" type="checkbox"/> | please complete section (A) |
| b) | a person other than an individual *             |                                     |                             |
|    | i. as a limited company                         | <input type="checkbox"/>            | please complete section (B) |
|    | ii. as a partnership                            | <input type="checkbox"/>            | please complete section (B) |
|    | iii. as an unincorporated association or        | <input type="checkbox"/>            | please complete section (B) |
|    | iv. other (for example a statutory corporation) | <input type="checkbox"/>            | please complete section (B) |



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- c) a recognised club ☐ please complete section (B)
- d) a charity ☐ please complete section (B)
- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

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

Please tick yes

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

I am making the application pursuant to a  
 statutory function or ☐  
 a function discharged by virtue of Her Majesty's prerogative ☐

### (A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input checked="" type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b> COBB			<b>First names</b> PAUL JAMES		
I am 18 years old or over				<input checked="" type="checkbox"/>	Please tick yes
Current postal address if different from premises address		15 MABEY CLOSE			
Post town	GOSPORT			Postcode	PO12 2AX
Daytime contact telephone number			07452 57 33 27		
E-mail address (optional)		pauljcobb@outlook.com			

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### SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

### (B) OTHER APPLICANTS

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

Name
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

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### Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
28	07	2017

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

DD	MM	YYYY

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

Stokes Bay Arena & Display Areas are a park and open space owned and / or managed by Gosport Borough Council. It is situated at Stokes Bay and as well as having large open spaces has football pitches and coastline.

The premises the subject of this application forms only such parts of the park as indicated in the plan accompanying this application.

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

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any that apply

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

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

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

**In all cases complete boxes K, L and M**

**A**

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)  There may be occasions when players are equipped with microphones to amplify their voices and amplified music may be played in connection with the event.		
Mon					
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 4)		
Thur					
Fri	10:00	22:00			
Sat	10:00	22:00	<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sun	10:00	22:00			

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**B**

<b>Films</b> Standard days and timings (please read guidance note 6)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)  The projection of images may be used as a main feature or be a background for other types of entertainment.			
Mon						
Tue			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 4)			
Wed						
Thur			<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)			
Fri	10:00	22:00				
Sat	10:00	22:00				
Sun	10:00	22:00				

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<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b><u>Please give further details</u></b> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 4)
Wed			
Thur			
Fri			<b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)
Sat			
Sun			

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**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)			
Mon						
Tue						
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 4)			
Thur						
Fri						
Sat			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)			
Sun						

## APPENDIX C

**E**

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)  Amplified music and amplified voices and speech.		
Mon					
Tue					
Wed			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 4)		
Thur					
Fri	10:00	22:00	<b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sat	10:00	22:00			
Sun	10:00	22:00			



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**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)  Amplified music and amplified voices and speech.		
Mon					
Tue					
Wed			<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 4)		
Thur					
Fri	10:00	22:00	<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sat	10:00	22:00			
Sun	10:00	22:00			

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## G

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)  Various styles of dancing will be performed together with audience participation to amplified music and amplified voices and speech.		
Mon					
Tue					
Wed			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 4)		
Thur					
Fri	10:00	22:00	<b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sat	10:00	22:00			
Sun	10:00	22:00			

**H**

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing  Any other type of entertainment that is similar to that falling within (e), (f) or (g), which is not (e), (f) or (g).		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 3)  Various activities may be performed together with audience participation to amplified music and amplified voices and speech.		
Wed					
Thur			<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)		
Fri	10:00	22:00			
Sat	10:00	22:00	<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sun	10:00	22:00			

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## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 3)		
Tue					
Wed			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 4)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sat					
Sun					

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**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b><u>Will the supply of alcohol be for consumption – please tick</u></b> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>State any seasonal variations for the supply of alcohol</u></b> (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur			<b><u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)  Public bar(s) will close at 21:45 hours. VIP Bar at 22:15.		
Fri	11:00	22:30			
Sat	11:00	22:30			
Sun	11:00	22:30			

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

Name Paul James Cobb	
Address  15 Mabey Close	
Postcode	PO122AX
Personal licence number (if known) 3065	
Issuing licensing authority (if known) Gosport Borough Council	

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K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 8).

Whilst it is not anticipated that any entertainment, services, activities or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children shall take place at the premises when used by the premises licence holder with the permission of Gosport Borough Council, the premises licence holder has proposed a specific condition in section M(e) to identify and address any such issues.

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b><u>State any seasonal variations</u></b> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			
Wed			
Thur			
Fri			
Sat			
Sun			
<b><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u></b> (please read guidance note 5)			
The standard times relate only to the times the premises are used by the premises licence holder with the permission of Gosport Borough Council.			
The times during which Gosport Borough Council opens the premises to the public otherwise than by virtue of this licence are a matter for Gosport Borough Council alone.			

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

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)**

**The steps proposed herein are made in the knowledge that mandatory conditions will be attached under the Licensing Act 2003, sections 19, 19A, 20 and 21.**

- 1) The premises licence holder shall submit to the Gosport Safety Advisory Group a detailed Event Management Plan not less than 90 days prior to the commencement of the event. The Event Management Plan shall be produced in all cases and shall include a site plan and shall take account of the advice and requirements contained in 'The Event Safety Guide' (HSG195, published by the Health & Safety Executive), 'Temporary Demountable Structures: Guidance on procurement, design and use' (published by the Institution of Structural Engineers) and any other statutory and other guidance including local guidance.
- 2) The constituent bodies of the Gosport Safety Advisory Group will determine what may be a reasonable time for their consideration of any information required to be supplied to them by the premises licence holder. Any other time periods imposed for consultation or submission of information may be waived only with the express permission of Gosport Borough Council's Chief Executive, Deputy Chief Executive or a member of the Council management Team nominated by the Chief Executive should (s)he consider it appropriate.
- 3) The premises shall not be used by the premises licence holder unless permission is given by a duly authorised officer of Gosport Borough Council. Such arrangement shall be made in writing and confirm the date(s) for which permission to use the premises is given and contain the terms and conditions of hire. The contractual agreement must be signed by both parties and be in place at least 28 days in advance of the date of the event. The premises licence holder shall comply with the contractual terms and conditions and the conditions of this premises licence. In the event that the contractual terms and conditions are more restrictive than the conditions attached to the premises licence, the premises licence holder shall abide by the terms and conditions as if they were conditions of their premises licence.

**b) The prevention of crime and disorder**

- 1) The Event Management Plan must address the issues surrounding crime and disorder. All events are required to identify and provide an adequate level of stewardship and SIA registered door security staff to work the pre-designated and defined areas of the event.
- 2) Door security personnel will be provided in accordance with section 21 of the Licensing Act 2003.
- 3) The sale of alcohol will continue only to artists and sponsors after the public bars have closed.
- 4) No licensable activity shall take place unless the number of stewards and security personnel for the event is agreed with the premises licence holder by the police no later than 7 days before the event is planned to open to the public.
- 5) If, within 7 days of the planned opening of the event to the public, the police are of the opinion that any of the conditions relating to public order are not complied with or will not be complied with they shall inform the Council's Chief Executive, Deputy Chief Executive or a member of the Council management Team nominated by the Chief Executive.

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### c) Public safety

- 1) The Event Management Plan shall take full account of public safety and in particular independent safety checks shall be made to all temporary structures erected on site and to the perimeter fencing and crush barriers by competent persons agreed by the Council's Lead Officer for Health & Safety not more than 7 days before the planned opening of the site to the public.
- 2) The site plan shall show the location of an adequate number of designated appropriately staffed and effectively signed Emergency Exits.
- 3) The location of any First Aid facilities considered necessary shall also be shown on the site plan.
- 4) A Site Evacuation Procedure shall be prepared as part of the Event management Plan for each event and all security staff, stewards and other event staff shall be fully briefed and made aware of its provisions.
- 5) The premises licence holder must carry a minimum of £10 million Public Liability Insurance to the satisfaction of the Council's Head of Leisure and Cultural Services to indemnify Gosport Borough Council against all public liability risks in connection with the use of the premises and land to which this licence applies.

### d) The prevention of public nuisance

- 1) All live music events shall close at 22:00 hours. Events shall be supervised by stewards and SIA registered security staff. Where appropriate, noise monitoring will be undertaken by the premises licence holder, both on site and at the perimeter of the site, to minimise the nuisance to residents living close to the venue.
- 2) Amplified voice and music volume sound levels and the means of control and monitoring sound levels shall be included in the Event Management Plan and agreed by the Gosport Borough Council's Head of Environmental Health. The term 'amplified music' shall include recorded music and radios, musical instruments through the use of an amplifier, amplified voices through the use of a microphone and amplifier or through a public address system. The term 'amplified music' shall also include the playing of acoustic instrument where its output is enhanced using any amplifier or microphone and amplifier.
- 3) Risk assessments will be undertaken for all events and as a result steps will be taken to avoid public nuisance being caused to residents in the immediate and surrounding areas.
- 4) Where any event is planned to last for more than one day, event staff, trade stall holders and other personnel on site after the event has closed to the public shall not be permitted to play any amplified music, radios or amplified recorded music overnight

### e) The protection of children from harm

- 1) A specific part of the Event Management Plan shall fully explore and identify the potential for any risk or harm to children. The necessary monitoring activities and procedures will be put in place to address the issues identified.



## APPENDIX C

### Checklist:


Please tick to indicate agreement

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**

### Part 4 – Signatures (please read guidance note 10)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (see guidance note 11).  
**If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	25 May 2017
Capacity	Applicant

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
Dav			

## APPENDIX C

### Notes for Guidance

1. Describe 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.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example the 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.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please 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.
7. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
8. Please 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 or the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.