

Cockerill, Janice

From: Bolland, Samantha [Samantha.Bolland@northyorkshire.pnn.police.uk]
Sent: 12 March 2018 14:01
To: Cockerill, Janice
Cc: Golightly, Michael
Subject: Clarification of AGREED conditions with applicant - Dunnington Community Events, York - Premise Licence application

Janice

Please see below fully amended conditions. I have taken off any which included "CYC land".

EPU conditions

1. Generators shall be placed away from residential properties and if possible behind a building or screen.
2. The quietest generators available shall be used.
3. Before the event the designated complaints phone shall be set to vibrate and the Complaint Hotline number tested to make sure it is working.

EVENT CONDITIONS (no alcohol sales)

1. The York Safety Advisory Group will be presented with the Event Safety Manual, full risk assessment, Public Liability Certification and Safety Certification where the expected attendance is above 499 people and / or significant demountable structures or road closures are proposed no later than 3 months prior to the event.
2. A scale plan showing the layout of the event, to include fire exits, shall be submitted to the Safety Advisory Group 3 months prior to the event.
3. A detailed plan showing the exact layout of the site and proposed sound monitoring locations, at least 28 days before any event. A copy shall be sent to the Public Protection Environmental Protection Unit and also the Licensing Unit. The plan shall include a sample of the leaflet to be sent to comply with the below condition and which addresses will receive the leaflet. **(EPU condition)**
4. There shall be a litter pick of the area upon the conclusion of the event (or daily conclusion should the event be held over a number of days) with particular emphasis on any glass items that have been brought onto the site by customers.
5. All necessary steps shall be taken to ensure that all supervisory staff in sole charge of children and young people are CRB checked by the Licence Holder.
6. There shall be no more than 6 events totalling no more than 18 days in any 12 month period.

7. Prior to holding any event the fire authority should be notified in good time of the activities and layout which are to be held on these areas so they can make suitable observations and recommendations to ensure that the fire safety measures are appropriate in the circumstances of the case having assessed the risk to the public and the adequacy of the existing fire precautions.

8. A dispersal policy appropriate to the site will be agreed with the Licensing Authority.

9. A minimum of 2 SIA registered door supervisors will be on duty at the premises to cover an occupancy of up to 500 customers throughout trading hours when licensable activities are taking place and the premise is open to the public, and an additional SIA registered door supervisor will be employed per 100 customers (or part of), thereafter.

10. The need for SIA registered door staff shall be determined in accordance with a risk assessment with specific consideration given to boxing and wrestling events, the risk assessments shall be carried out by the DPS or Premises Licence Holder. When employed, door staff will wear high visibility armbands.

11. An adequate number of stewards shall be on duty when licensable activities are taking place and the premise is open to the public with specific consideration given to boxing and wrestling events.

Boxing /Wrestling events only

12. A qualified first aider shall be present throughout any sporting entertainment involving boxing and wrestling.

13. Where a ring is used it will be constructed by a competent person and shall be inspected by a competent authority before use and any material used to form the skirt of the ring shall be flame retardant.

14. The seating layout shall be agreed with the appropriate authorities.

15. All drinks shall be served in non-glass vessels only. For glass bottled drinks, the drink is to be decanted into non-glass vessels.

Kind regards

Samantha Bolland PC 1520
York, Hambleton & Richmond Police Licensing Officer
Police Licensing Unit
Partnership Hub

"Committed to the code of ethics"

Telephone: (01609) 643274
Work mobile : 07802 385220

Web: www.northyorkshire.police.uk
Twitter: @NYPAlcohol_Lic

Cockerill, Janice

From: Bolland, Samantha [Samantha.Bolland@northyorkshire.pnn.police.uk]
Sent: 07 March 2018 15:27
To: EAP Licensing Unit
Cc: Cockerill, Janice; Golightly, Michael
Subject: FW: Proposed conditions - Dunnington Community Events, York - Premise Licence application

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon

Please see below, agreed EPU and NYP conditions to be attached to the licence once granted. (I have amended condition 3 and taken off "CYC land" as per Michaels suggestion)

Kind regards

Samantha Bolland PC 1520
York, Hambleton & Richmond Police Licensing Officer
Police Licensing Unit
Partnership Hub

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From:
Sent: 07 March 2018 15:21
To: Bolland, Samantha; Jenny Lewis
Subject: Re: Proposed conditions - Dunnington Community Events, York - Premise Licence application

Hi

Thanks for your email detailing the conditions from yourself and Michael Golightly.

We confirm that we accept all of these conditions.

Thank you

Neil Hudson
Hudson plant & Excavations Ltd

On 7 Mar 2018, at 13:26, Bolland, Samantha <Samantha.Bolland@northyorkshire.pnn.police.uk> wrote:

Neil

Please see below, Environmental Protection Unit proposed conditions and North Yorkshire Police Conditions.

I will give you a call to discuss.

Kind regards

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From: Golightly, Michael [<mailto:michael.golightly@york.gov.uk>]

Sent: 07 March 2018 11:04

To: Cockerill, Janice

Cc: Bolland, Samantha

Subject: RE: Proposed conditions - Dunnington Community Events, York - Premise Licence application

Hi Janice/ Sam

I would attach as a separate condition to reduce confusion:

Extra condition

"A detailed plan showing the exact layout of the site and proposed sound monitoring locations, at least 28 days before any event. A copy shall be sent to the Public Protection Environmental Protection Unit and also the Licensing Unit. The plan shall include a sample of the leaflet to be sent to comply with the below condition and which addresses will receive the leaflet."

I can email the applicants to agree the above and am also looking at agreeing the following conditions:

1. Generators shall be placed away from residential properties and if possible behind a building or screen.
2. The quietest generators available shall be used.
3. Before the event the designated complaints phone shall be set to vibrate and the Complaint Hotline number tested to make sure it is working.

Regards

Michael Golightly
Technical Officer

From: Cockerill, Janice
Sent: 07 March 2018 09:50
To: Golightly, Michael
Subject: FW: Proposed conditions - Dunnington Community Events, York - Premise Licence application
Importance: High

Janice Cockerill | Senior Licensing Officer
t: 01904 551526 | e: janice.cockerill@york.gov.uk

City of York Council | The Licensing Service | Economy & Place Directorate
| Public Protection | Hazel Court EcoDepot | James Street | York YO10 3DS
www.york.gov.uk | [facebook.com/cityofyork](https://www.facebook.com/cityofyork) | [@CityofYork](https://twitter.com/CityofYork)

<image001.png>

From: Bolland, Samantha [<mailto:Samantha.Bolland@northyorkshire.pnn.police.uk>]
Sent: 06 March 2018 12:09
To:
Cc: Cockerill, Janice; info@dunningtonfayre.org.uk
Subject: Proposed conditions - Dunnington Community Events, York - Premise Licence application
Importance: High

Afternoon Neil /Jenny

The purpose of this email is to document the conditions that the Police seek to have attached to the premises licence so as to ensure that the licensing objectives are not undermined.

In our capacity as a responsible authority, North Yorkshire Police received an application from yourselves for - Dunnington Community Events, Eastfield Showfield, Dunnington, York, for a premises Licence to be granted.

The application does not contain the sale of alcohol and therefore conditions would need to be negotiated if a TEN were submitted for alcohol sales at future events. I will discuss this when the TENS are submitted.

The proposed conditions are consistent with your operating schedule and are listed as follows:-

EVENT CONDITIONS (no alcohol sales)

1. The York Safety Advisory Group will be presented with the Event Safety Manual, full risk assessment, Public Liability Certification and Safety Certification where the expected attendance is above 499 people and / or significant demountable structures or road closures are proposed no later than 3 months prior to the event.

2. A scale plan showing the layout of the event, to include fire exits, shall be submitted to the Safety Advisory Group 3 months prior to the event.

3. Event Organisers as named in the Event Hire Document shall submit a completed copy of the form "Notification for Provision of Live Amplified Music for Events booked on City of York Council Controlled Land", together with a detailed plan showing the exact layout of the site and proposed sound monitoring locations, at least 28 days before the event. A copy shall be sent to the Public Protection Environmental Protection Unit and also the Licensing Unit. The notification shall include a sample of the leaflet to be sent to comply with the below condition and which addresses will receive the leaflet.

4. Prior to an event, noise sensitive premises in close proximity shall be leafleted about the event, information shall include details of the performance times and any sound checks taking place and a contact telephone number of the named Event Organiser and a CYC representative. In the event of a complaint regarding sound levels, the named event organiser will make an assessment of no less than 5 minutes in close proximity to the complainant's address. If the sound level is within category C or D of the sound monitoring log guidance, the specified action shall be taken and the requirements of the named Event Organiser to mitigate be carried out immediately. The named Event Organiser will contact the complainant and check that they are satisfied with the steps taken. If the complaint cannot be resolved on site the City of York Council Complaints Procedure, as outlined at www.york.gov.uk, will be instigated.

5. The Event Organiser shall appoint a member of their event team as 'Sound Monitor'. The Sound Monitor will undertake a documented sound check prior to or at the start of the event to ensure that the sound levels are within category A or B as defined in "Sound Monitoring Log for Events on CYC Land". During the event, the Sound Monitor shall carry out documented patrols at least once per hour or for each separate act taking place whichever is the more frequent. The monitoring at each location shall be for a representative period whilst the act is taking place (at least 5 minutes) and the observations shall be recorded on the "Sound Monitoring Log Sheet for Events on CYC Land". Actions taken shall be in accordance with those stated on the monitoring log sheet.

6. There shall be a litter pick of the area upon the conclusion of the event (or daily conclusion should the event be held over a number of days) with particular emphasis on any glass items that have been brought onto the site by customers.

7. All necessary steps shall be taken to ensure that all supervisory staff in sole charge of children and young people are CRB checked by the Licence Holder.

8. There shall be no more than 6 events totalling no more than 18 days in any 12 month period.

9. Prior to holding any event the fire authority should be notified in good time of the activities and layout which are to be held on these areas so they can make suitable observations and recommendations to ensure that the fire safety measures are appropriate in the circumstances of the case having assessed the risk to the public and the adequacy of the existing fire precautions.

10. A dispersal policy appropriate to the site will be agreed with the Licensing Authority.

11. A minimum of 2 SIA registered door supervisors will be on duty at the premises to cover an occupancy of up to 500 customers throughout trading hours when licensable activities are taking place and the premise is open to the public, and an additional SIA registered door supervisor will be employed per 100 customers (or part of), thereafter.

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14. Where a ring is used it will be constructed by a competent person and shall be inspected by a competent authority before use and any material used to form the skirt of the ring shall be flame retardant.

15. The seating layout shall be agreed with the appropriate authorities.

16. All drinks shall be served in non-glass vessels only. For glass bottled drinks, the drink is to be decanted into non-glass vessels.

Please give me a call if you would like to discuss . I am available on my mobile today as I am out of the office, 07802 385220.

Kind regards

**Samantha Bolland PC 1520
York, Hambleton & Richmond Police Licensing Officer
Police Licensing Unit
Partnership Hub**

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