

## NOTICE OF MEETING

# SPECIAL LICENSING SUB COMMITTEE

Wednesday, 9th June, 2021, 10.00 am - MS Teams (watch it [here](#))

**Members:** Councillors Gina Adamou (Chair), Sheila Peacock, and Viv Ross

**Quorum:** 3

### 1. FILMING AT MEETINGS

Please note this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the 'meeting room', you are consenting to being filmed and to the possible use of those images and sound recordings.

The Chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual, or may lead to the breach of a legal obligation by the Council.

### 2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

### 3. URGENT BUSINESS

It being a special meeting of the Sub Committee, under Part Four, Section B, Paragraph 17, of the Council's Constitution, no other business shall be considered at the meeting.

### 4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct.

## **5. SUMMARY OF PROCEDURE**

The Chair will explain the procedure that the Committee will follow for the hearing considered under the Licensing Act 2003.

## **6. APPLICATION FOR A VARIATION OF A PREMISES LICENCE AT ALEXANDRA PALACE, ALEXANDRA PALACE WAY, N22 (PAGES 1 - 84)**

To consider an application for a variation of a premises licence.

Fiona Rae, Principal Committee Co-ordinator  
Tel – 020 8489 3541  
Email: [fiona.rae@haringey.gov.uk](mailto:fiona.rae@haringey.gov.uk)

Fiona Alderman  
Head of Legal & Governance (Monitoring Officer)  
River Park House, 225 High Road, Wood Green, N22 8HQ

Tuesday, 01 June 2021

**Report for:** Special Licensing Sub-Committee – 9 June 2021

**Title:** Application for a variation of an existing premises licence at Alexandra Palace, Alexandra Palace Way, London, N22.

**Report authorised by:** Daliah Barrett, Licensing Team Leader, Regulatory Services.

**Ward(s) affected:** Alexandra

**Report for Key/ Non Key Decision:** Not applicable

## 1. Describe the issue under consideration

- 1.1 An application has been submitted by Alexandra Palace Trading Ltd to vary the existing licence in the following way:
- (a) To vary the licence to bring the Pavilion and East Car Parks under the Grounds/Park licence in accordance with the plan submitted. (Only the green areas are required under this premises licence.)
  - (b) To remove any limits in occurrence to licensable activity with a capacity below 600 where music is NOT the primary purpose of licensable activity.
  - (c) To allow for 4 x event days at 70db (at closest premises) and an additional day at 65db (at closest premises) within the permitted 30 event days. App 1
- 1.2 The application is not seeking any increase to the current hours which are:

**Plays, Boxing or Wrestling, Live Music, Recorded Music performance of Dance, Provision of Facilities for Making Music, Provision of Facilities for Dancing**

**Monday to Saturday**                      **0900 to 2230**

**Sunday**    **1000 to 2200**

**Films**

**Monday to Saturday**                      **0900 to 2330**

**Sunday**    **1000 to 2300**

**Supply of Alcohol – Both On & Off**

**Monday to Saturday**                      **0900 to 2230**

**Sunday**    **1000 to 2200**

**24 hours – The park area is open land accessible 24 hours a day.**

1.3 The Current Premises Licence allows for the following:

A premises licence granted for a capacity of up to 49,999 to cover a variety of events, but with constraints on the types and numbers of events per year. The total number of event days is 30, with the following constraints: for 3 events, 65 dB(A) for 4 events and 55 dB(A) for 23 events. This is set out in **Appendix**

2.

1.4 Representations:

- There was one representation received from a resident; this representation is set out in **Appendix 3**.

1.5 As such, in accordance with the legislation, the Licensing Authority must hold a hearing to consider the application and any relevant representations. The Sub-Committee is asked to consider the content of this report and appendices, together with any oral submissions given at the hearing, and determines the application.

## 2. Background

2.1 The premises has operated under the licence offering such events as Kaleidoscope and the annual Alexandra Palace fireworks display. The display itself does not require a licence but the provision of alcohol at the event does.

2.2 The Council records show that, in 2019, 12 noise complaints were received and, in 2020, 3 were received, no doubt the period of closure during Lockdown impacted on this.

2.3 Council officers are satisfied that the application for has been made and advertised correctly.

## 3. Relevant Representations

3.1 The representations from Residents (Appendix 3) cite the potential for noise and anti social behaviour late into the evening that will adversely impact on residents.

3.2 All the responsible authorities have been consulted about this application. They are as follows:

The Licensing Authority  
The Metropolitan Police  
The London Fire and Emergency Planning Authority  
Planning  
Health and Safety (includes Building Control)  
Noise Environmental Health  
Food Environmental Health  
Trading Standards

Child protection  
Public Health.

4. The applicant has offered measures in the operating schedule of the application that they say address the promotion of the Licensing Objectives. These can be found at **Appendix 1**.

**5. Licensing Officer comments**

- 5.1 The following information is intended to advise Members of the relevant aspects of the Statement of Licensing Policy, guidance issued by the Secretary of State, legislation and good practice. Members may depart from the Councils Policy and or Section 182 Guidance provided they consider it appropriate to do so and provide clear reasons for their decision.
- 5.2 The Committee will also wish to be aware of the guidance issued under section 182 of the Licensing Act 2003. Licensing is about regulating the provision of licensable activities on licensed premises, by qualifying clubs and at temporary events within the terms of the Licensing Act 2003. The terms and conditions attached to various permissions are focused on matters which are within the control of individual licensees and others granted relevant permissions. Accordingly, these matters will centre on the premises and places being used for licensable activities and the vicinity of those premises and places.
- 5.3 It is the Licensing Authority's wish to facilitate well run and managed premises with licence holders displaying sensitivity to the impact of the premises on local residents.
- 5.4 In considering licence applications, where relevant representations are made, this Licensing Authority will consider the adequacy of measures proposed to deal with the potential for public nuisance and/or public disorder having regard to all the circumstances of the case.
- 5.5 Where relevant representations are made, this authority will demand stricter conditions with regard to noise control in areas that have denser residential accommodation, but this will not limit opening hours without regard for the individual merits of any application. This authority will consider each application and work with the parties concerned to ensure that adequate noise control measures are in place. Any action taken to promote the licensing objectives will be appropriate and proportionate.
- 5.6 Also, the Licensing Authority may not impose conditions unless its discretion has been exercised following receipt of relevant representations and it is satisfied as a result of the hearing that it is appropriate to impose conditions to promote one or more of the four licensing objectives. Therefore conditions may not be imposed for the purpose other than promoting the licensing objectives and in some cases no additional conditions will be required.
- 5.7 Members should make their decisions on the civil burden of proof, that is the balance of probability.

5.8 Members should consider in all cases whether or not primary legislation is the appropriate method of regulation and should only consider licence conditions when the circumstances in their view are not already adequately covered elsewhere.

5.9 The Government has advised that conditions must be tailored to the individual type, location and characteristics of the premises and events concerned. Conditions cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff. The Councils Licensing policy generally expects applicants to address the licensing objectives and discuss how to do this with the relevant responsible authorities.

## **6. Options**

6.1 The Authority must, having regard to the application and the representations, take such steps (if any), as it considers appropriate for the promotion of the licensing objectives. The steps are:

In determining this application the Sub-Committee may take any of the following steps as it considers appropriate for the promotion of the licensing objectives, namely:

- To grant the licence subject to such conditions as are consistent with the operating schedule accompanying the application, modified to such extent as the authority considers appropriate for the promotion of the licensing objectives.
- To exclude from the scope of the licence any of the licensable activities to which the application relates.
- To refuse to specify a person in the licence as the premises supervisor.
- To reject the application.

For the purposes of the Licensing Act 2003 the conditions of the licence are modified if any of them are altered or omitted or a new condition added.

7. The licensing authority's determination of this application is subject to a 21 day appeal period or if the decision is appealed the date of the appeal is determined and /or disposed of.

## **8. Other considerations**

8.1 Section 17 of the Crime and Disorder Act 1998 states:  
'Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with

due regard to the likely effect of the exercise of those function on, and the need to do all that it reasonably can to prevent crime and disorder in its area”.

### 8.2 Human Rights

While all Convention Rights must be considered, those which are of particular relevance to the application are:

- Article 8 – Right to respect for private and family life.
- Article 1 of the First Protocol – Protection of Property
- Article 6(1) – Right to a fair hearing.
- Article 10 – Freedom of Expression

### 9. Use of Appendices

Appendix 1 – Application document

Appendix 2 – Copy of current premises licence

Appendix 3 – Representations from a resident

Background papers: Section 82 Guidance  
Haringey Statement of Licensing Policy

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## Appendix 1 – Application Form, Plan, and Accompanying Information



\* required information

### Section 1 of 18

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	<input type="text" value="Not Currently In Use"/>	This is the unique reference for this application generated by the system.
Your reference	<input type="text" value="Alexandra Palace Parks License Variation"/>	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?	<input type="radio"/> Yes <input checked="" type="radio"/> No	Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

### Applicant Details

* First name	<input type="text" value="Simon"/>	
* Family name	<input type="text" value="Fell"/>	
* E-mail	<input type="text" value="simon.fell@alexandrapalace.com"/>	
Main telephone number	<input type="text" value="020 8365 2121"/>	Include country code.
Other telephone number	<input type="text"/>	
<input checked="" type="checkbox"/> 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?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	<input type="text" value="3819988"/>	
Business name	<input type="text" value="Alexandra Palace Trading Limited"/>	If your business is registered, use its registered name.
VAT number	<input type="text" value="GB"/> <input type="text" value="740-0834-61"/>	Put "none" if you are not registered for VAT.
Legal status	<input type="text" value="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



Haringey  
Application to vary a premises licence  
Licensing Act 2003

For help contact  
[licensing@haringey.gov.uk](mailto:licensing@haringey.gov.uk)  
Telephone: 020 8489 8232

\* required information

## Section 2 of 18

### APPLICATION DETAILS

**This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.**

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

\* Premises Licence Number

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

#### Premises Contact Details

Telephone number

Non-domestic rateable value of premises (£)

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\* required information

### Section 3 of 18

#### VARIATION

Do you want the proposed variation to have effect as soon as possible?  Yes  No

Do you want the proposed variation to have effect in relation to the introduction of the late night levy?

Yes  No

You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

#### Describe Briefly The Nature Of The Proposed Variation

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.

The variation has 3 key parts

1. To bring the Pavilion and East Car Parks under the Parks License
2. To remove any limits in occurrence to licensable activity with a capacity below 600 where music is NOT the primary purpose of licensable activity
3. To allow for 4 x event days at 70db (at closest premises) and an additional day at 65db (at closest premises) within the permitted 30 event days

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\* required information

**Section 4 of 18**
**PROVISION OF PLAYS**
[See guidance on regulated entertainment](#)

Will the schedule to provide plays be subject to change if this application to vary is successful?

 Yes       No

**Standard Days And Timings**

MONDAY

 Start 

 End 

 Start 

 End 

Provide 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 

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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 End 

Will the performance of a play take place indoors or outdoors or both?

 Indoors       Outdoors       Both

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

*Continued from previous page...*

Provide further details here.

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.

No variation is requested with regards to what is already permitted in the existing license relating to plays

State any seasonal variations for performing plays.

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

n/a

Non standard timings. Where the premises will be used for the performance of a play at different times from those listed above, list below.

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

\*required information

## Section 5 of 18

## PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will the schedule to provide films be subject to change if this application to vary is successful?

 Yes  No

## Standard Days And Timings

## MONDAY

Start End Start End 

## 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 
 Provide 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.

Will the exhibition of films take place indoors or outdoors or both?

 Indoors  Outdoors  Both

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



*Continued from previous page...*

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.

No variation is requested with regards to what is already permitted in the existing license relating to films

State any seasonal variations for the exhibition of film.

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 exhibition of film at different times from those listed above, list below.

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

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#### Section 6 of 18

##### PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

Yes  No

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#### Section 7 of 18

##### PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

Yes  No

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\* required information

**Section 8 of 18**

**PROVISION OF LIVE MUSIC**

[See guidance on regulated entertainment](#)

Will the schedule to provide live music be subject to change if this application to vary is successful?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Provide 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

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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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 select as appropriate. Indoors may include a tent.

*Continued from previous page...*

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.

The details relating to how all live music activity is managed is found within the original 2017 operating schedule

Relating to point 3 of the 3 variations summarised in part 3 this variation requires that of the 30 days events currently permitted

- 4 additional days at 70dba at closest premises are now permitted
- 1 additional day allowing 65dba at closest premises are now permitted
- 

These additional increase in sound threshold will be counted within the 30 event days and not in addition to this

Full details of this are shown below

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.

n/a

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

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

n/a

\* required information

**Section 9 of 18**
**PROVISION OF RECORDED MUSIC**
[See guidance on regulated entertainment](#)

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

 Yes       No

**Standard Days And Timings**
**MONDAY**

 Start 

 End 

 Start 

 End 

Provide 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**

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**WEDNESDAY**

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**THURSDAY**

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**FRIDAY**

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**SATURDAY**

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**SUNDAY**

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 End 

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 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 select as appropriate. Indoors may include a tent.

*Continued from previous page...*

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.

No variation is requested with regards to what is already permitted in the existing license relating to film

Relating to point 3 of the 3 variations summarised in section 3 this variation requires that of the 30 days events currently permitted

- 4 additional days at 70dbA at closest premises are now permitted
- 1 additional day allowing 65dbA at closest premises are now permitted
- 

These additional increase in sound threshold will be counted within the 30 event days and not in addition to this

Full details of this are shown below

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.

n/a

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

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

n/a

\* required information

## Section 10 of 18

## PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

 Yes       No

## Standard Days And Timings

## MONDAY

Start End Start End 

## 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 

Provide 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.

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

 Indoors       Outdoors       Both

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

*Continued from previous page...*

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.

No variation is requested with regards to what is already permitted in the existing license relating to dance

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.

n/a

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

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

n/a

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

[See guidance on regulated entertainment](#)

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

Yes

No

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\*required information

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PROVISION OF LATE NIGHT REFRESHMENT

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

Yes  No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide 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

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Start

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FRIDAY

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SATURDAY

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SUNDAY

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Start

End



Continued from previous page...

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure select 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.

No variation is requested with regards to what is already permitted in the existing license relating to Late Night Refreshment

State any seasonal variations.

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

n/a

Non standard timings. Where the premises will be used for the provision of late night refreshment at different times from those listed above, list below.

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

n/a

\* required information

Section 13 of 18

SUPPLY OF ALCOHOL

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

Yes  No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide 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

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THURSDAY

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FRIDAY

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Start

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SATURDAY

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SUNDAY

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Start

End

*Continued from previous page...*

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.

No variation is requested with regards to what is already permitted in the existing license relating to Late Night Refreshment

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

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

n/a

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#### Section 14 of 18

##### 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.

Provide 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.

No adult entertainment will take place as part of this license

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\* required information

**Section 15 of 18****HOURS PREMISES ARE OPEN TO THE PUBLIC****Standard Days And Timings**

## MONDAY

Start End Start End 

Provide 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 

## 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.

The times above relate only to when licensable activity will take place. As per the existing license Alexandra Park is a public park open to the public at all times with no clear way to restrict access at any times. With Alexandra Palace Way, a highway used by both the general public and London Transport running through the Park, the noted premises will remain open to access at all times. Therefore the requirements of this license refer to the activity that may take place rather than when the park will be open. Hours stated within this license relate to licensable activity within an agreed licensable area shown within the ESMP.

*Continued from previous page...*

Each event will have a full event safety management plan which will show whether the site will have restricted or unrestricted access to the licensable activity. This event management plan will be specific to each

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

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

n/a

Identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

n/a

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

• required information

**Section 16 of 18**

**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)

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

The full operating schedule for the original park license is reattached with the application.

1. To bring the Pavilion and East Car Parks under the Parks License

(A plan showing the proposed licensed site post variation is available on the appendices on the operating schedule)

2. To remove any limit of small licensable activity under 600 capacity where music is not the primary activity to occur

3. To allow for 4 x event days at 70db (at closest premises) and an additional day at 65db (at closest premises) within the permitted 30 event days

b) The prevention of crime and disorder

Variation Point 1: To bring the Pavilion and East Car Parks under the Parks License

Management Plan: All aspects of how this licensing condition will be managed is covered within the attached operating schedule and varying the license to include the new area requires no change within the operations schedule relating to the prevention of crime and disorder

Variation Point 2: To remove any limit of small licensable activity under 600 capacity to occur

Management Plan: All aspects of how this licensing condition will be managed is covered within the attached operating schedule. Varying the license to remove any limit of events under 600 capacity will not require any change to the already robust plans shown with the original operating schedule relating to the prevention of crime and disorder.

A risk assessment as part of the event safety management plan will be undertaken for all activity and the focus on activity that will take place under this variation will be very low risk i.e. Drive in Cinemas and Family Theatre. These events will not be noise sensitive and music will not be the primary part of the activity.

Variation point 3: To allow for 4 x event days at 70db (at closest premises) and an additional day at 65db (at closest premises) within the permitted 30 event days

Management Plan: All aspects of how this licensing condition will be managed is covered within the attached operating schedule. Varying the license to permit for these additional sound levels will not require any change to the already robust plans shown with the original operating schedule relating to the prevention of crime and disorder

c) Public safety

Variation Point 1: To bring the Pavilion and East Car Parks under the Parks License



*Continued from previous page...*

Management Plan: more details relating to the specific variation are shown as an appendices to the Operating Schedule

All aspects of how public safety will be managed are shown in detail within the original operating plan

In addition to this the area in question is primarily hard standing with no area notable trip hazards. The area has been used in previous years as an events space operating under the Venue (internal) license. The team therefore have suitable and in-depth experience of operating licensable activity in this area. To date there has been no known complaint or representation received relating to public safety for this specific area.

A full risk assessment will be undertaken prior to any proposed activity which will support the operating plan. The site itself has direct links to the main highway to unrestricted access to emergency vehicles as required

Variation Point 2: To remove any limit of small licensable activity under 600 capacity to occur

Management Plan: The pavilion and east car parks have historically been within the venue license with no limits of frequency so this would allow for this to continue due to the park license currently having a limit of 30 event days. This is specifically relevant to activities such as Drive In Cinema that can take place up to 100 times in a calendar year.

All events under this section of the license would be fully risk assessed and would operate within the guidelines set out within the operating schedule.

Activities that fall under this variation point would NOT be activity where music is the primary purpose i.e. these would not be concerts or DJ / live music events and would be for theatre or family-based activities that currently take place as part of the organisations wider program

Variation point 3: To allow for 4 x event days at 70db (at closest premises) and an additional day at 65db (at closest premises) within the permitted 30 event days

Management Plan: All aspects of how this licensing condition will be managed is covered within the attached operating schedule. Varying the license to permit for these additional sound levels will not require any change to the already robust plans shown with the original operating schedule relating to public safety

d) The prevention of public nuisance

Variation Point 1: To bring the Pavilion and East Car Parks under the Parks License

Management Plan :Activity taking place within this space would be planned and delivered in accordance with the general operating plan for all park licensable activity

Variation Point 2: To remove any limit of small licensable activity under 600 capacity

Management Plan: The Pavilion and East at parks have historically been within the venue license with no limits of frequency so this would allow for this to continue due to the park license currently having a limit of 30 event days. This is specifically relevant to activities such as Drive In Cinema that can take place up to 100 times in a calendar year.

All events under this section of the license would be fully risk assessed and would operate within the robust guidelines set out within the operating schedule.

*Continued from previous page...*

Activities that fall under this variation point would NOT be activity where music is the primary purpose i.e. these would not be concerts or DJ / live music events and would be for theatre or family-based activities that currently take place as part of the organisations wider program

A security and cleaning team would be in position at both ends of Alexandra Palace Way if this is required by the SAG

Variation point 3: To allow for 4 x event days at 70db (at closest premises) and an additional 1 day at 65db (at closest premises) within the permitted 30 event days

Management Plan: As laid out within the operating a plan a full noise management plan will be in place for all events where music is the primary purpose. In addition, for all these events an independent noise monitoring team will be available to support then experienced events team with working within the guidelines provided.

Alexandra Palace will also have a monitored and managed noise line should anyone want to give feedback on noise or any other event related issues when the event or any of its sound checks are in progress. Since adopting the license in 2018 a total of 24 complaints have been received relating to activity taking place under the Parks License, none of these complaints were found to have exceeded the agreed levels set within the license.

Though these are sound limits every effort will be made to ensure levels fall below these thresholds (as demonstrated at the 2018 Kaleidoscope Festival) and the top level can only be used for the headline artists which is already a condition within the 2017 Parks License.

Of the events permitted at or above 70dBA (total 7) these will happen across no more than 4 weekends per year to limit any impact.

Of the 4 x 70dbA requested for the site, 2 of these will be ringfenced exclusively for the Pavilion Car Park, therefore not permitted to be used on the South Slope or any other area within the Park.

As per operating schedule for all large events where it is deemed necessary by the SAG a security and cleaning team will be in place post event around Bedford Road.

A security team will be in place post event around the entrance to the allotment for all large events taking place on the south slope if required by The SAG

A security and cleaning team will be in place on the junction of Dukes Avenue and The Avenue for all the events taking place on the Pavilion or East Car Park if required by the SAG

More details relating to this can be found as an appendices to the Operating Schedule

e) The protection of children from harm

Variation Point 1: To bring the Pavilion and East Car Parks under the Parks License

Management Plan :Activity taking place within this space would be planned and delivered in accordance with the general operating plan for all park licensable activity

Variation Point 2: To remove any limit of small licensable activity under 600 capacity to occur

Management Plan : Activity taking place within this space would be planned and delivered in accordance with the general operating plan for all park licensable activity.



Continued from previous page...

Variation point 3: To allow for 4 x event days at 70db (at closest premises) and an additional day at 65db (at closest premises) within the permitted 30 event days

Management Plan : Activity taking place within this space would be planned and delivered in accordance with the general operating plan for all park licensable activity

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**Haringey**  
Application to vary a premises licence  
Licensing Act 2003

For help contact  
[licensing@haringey.gov.uk](mailto:licensing@haringey.gov.uk)  
Telephone: 020 8489 8232

\*required information

## Section 17 of 18

### NOTES ON REGULATED ENTERTAINMENT

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.

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\* required information

**Section 18 of 18****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.

Variation Fees are determined by the non domestic rateable value of the premises.

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](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 you are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

If you own a large premise 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

The following credit or debit cards are accepted in Haringey:

Maestro - Mastercard Debit - Mastercard Credit - Solo - Visa Credit - Visa Debit (formerly Delta) and Visa Electron

We cannot accept liability if payment is refused or declined by the card supplier.

Due to end of day processing, this service will not be available between 10pm and 11pm every weekday evening (Mon- Fri).

Users should note that any payments in process after the 10pm deadline need to be completed by 10.05pm

\* Fee amount (£)

**DECLARATION**

\* I/we understand it is an offence, liable on conviction to a fine up to 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.

Continued from previous page...



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

Simon Fell

\* Capacity

Director of Event Operations

\* Date

09 / 04 / 2021  
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/haringey/change-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, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

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## **1. INTRODUCTION**

### **1.1 General Information**

Included in this Operating Schedule is general information and event management detail relating to the application for a Premises License to be granted to Alexandra Palace Trading Limited. The Operating Schedule may include issues that are covered under legislation other than the Licensing Act 2003. These have been included to demonstrate responsible management of the Park as a whole. These are not issues that should be recorded as licence conditions as they are a duplication of other legislation and the licensing framework is quite specific in warning against imposing licence conditions that repeat what is enacted in other legislation.

It is intended that a variety of events would be held under this Premises License throughout each year. Each event will have individual requirements and will vary in size. For this reason, each event will be required to produce an Event Safety Management Plan (ESMP) which will contain specific information to each event. The ESMP will remain a work in progress document that may only be subject to changes which are not major variations to the granted Premise License and with the consent of the Licensing Authority up to 7 days before the commencement of each event or within a timeframe to be specified by the Licensing Authority. Any changes will not adversely impact on promoting the Licensing Objectives or the draft of suggested License Conditions that APTL have provided in Section 32 of this Operating Schedule for the consideration of the Licensing Authority.

### 1.3 Abbreviations

APPCT	Alexandra Park and Palace Charitable Trust
APTL	Alexandra Palace Trading Limited
CCTV	Close Circuit Television
DBS	Disclosure and Barring Service
DPS	Designated Premises Supervisor
ECR	Event Control Room
ECRM	Event Control Room Manager
EHO	Environmental Health Officer
ELT	Event Liaison Team
ESG	Event Safety Guide – A guide to health, safety & welfare at music and similar events
ESMP	Event Safety Management Plan
FOH	Front of House
LAS	London Ambulance Service
LBH	London Borough of Haringey
LBF	London Fire Brigade
LPG	Liquid Petroleum Gas
MIP	Major Incident Plan
NMP	Noise Management Plan
OS	Operating Schedule
PET	Polyethylene Terephtalate
PLH	Premises Licence Holder
PNC	Police National Computer
PSIA	Private Security Industry Association
TESS	The Event Safety Shop
TMP	Traffic Management Plan
TRO	Traffic Regulation Order
SAG	Safety Advisory Group

## **2. GENERAL INFORMATION**

### **2.1 Background**

This license application relates to the parkland of Alexandra Park and does not cover the areas of the site that are covered by the current Premises License for Alexandra Palace. However, Alexandra Park and Palace Charitable Trust (APPCT) through its trading subsidiary, Alexandra Palace Trading Limited, has a great deal of experience delivering a wide variety of events from exhibitions and sporting events to concerts and large outdoor events. Throughout these events, APTL has a proven track record of complying with the Licensing Objectives to ensure compliance.

Alexandra Park has a rich history of staging events and was home to a horse racing track, which until 1970 hosted some very large race meetings and as London's only race track. The Park has also hosted events such as the Capital Radio Jazz festival and consistently since its creation has hosted one of London premier fireworks displays. Since 2009 the events business at Alexandra Palace has developed strongly and become one of London's premier entertainment venues, welcoming over one million people each year. Although the Park has been used in part for events under specific licenses e.g. The Red Bull Soap Box Derby and annual Fireworks Display, it is an area that has not been utilised to its full potential.

Operationally APTL have delivered its events programme with little or no impact on the Park or local residents. Each event has been delivered within its own bespoke operational framework for delivering events within the Park has been a barrier to the development of events in the Park and is operationally inefficient. The reason that APTL is applying for a Premises License is to allow events to take place within the Park within an agreed framework.

APTL will work with preferred and experienced contractors to deliver each event, covering aspects such as crowd management, noise monitoring and management, traffic management, medical provision, staging and demonstrable structures, trading and waste removal. Each of these aspects will be required to have its own risk assessment and method statement and will form part of the Event Safety Management Plan for each event.

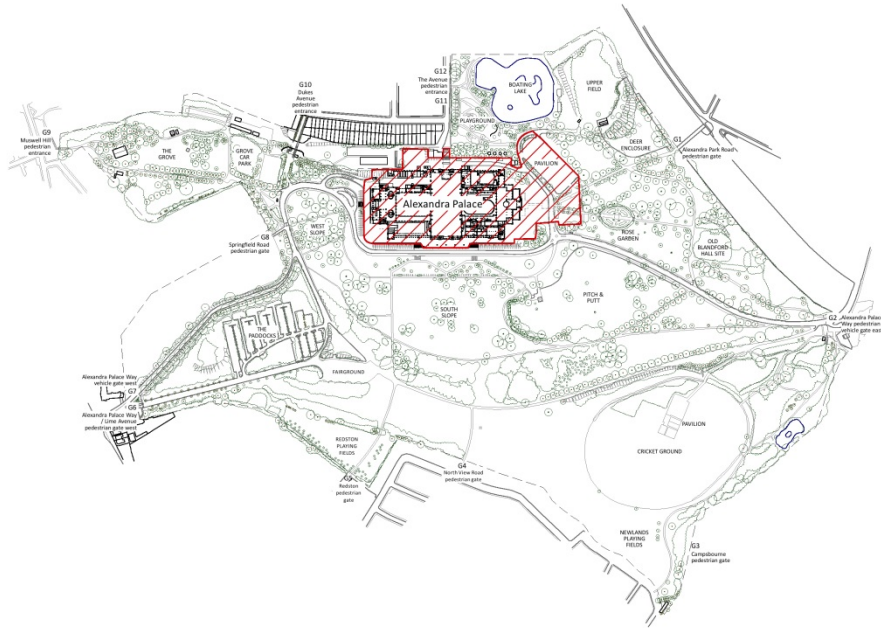
The impact of any event on local residents will be mitigated to a fair and reasonable level with considerations and policies in place to manage issues such as frequency of events, noise, crowd and transport impact. APTL commits to ensuring each event has a dedicated phone number & email address for residents to provide feedback pre, post and during each event which will be communicated to the residents through a variety of mediums.

### **2.2 Description of Premises**

Alexandra Park consists of 196 acres of undulating and flat parkland with some tarmacked areas. The Park has 12 entrances and a private road running through it. It is serviced by a bus route and an over ground train station. As previously mentioned the Park has a long history of holding large scale public events; from the annual fireworks display attended by 50,000 to events such as the Red Bull Soap Box Derby attended by 15,000 people. In its distant history, the Park itself was home to the Alexandra Palace House Race Course.

### 2.3 Site Plan of Alexandra Park

The plan below shows the site where the license is sought. The area within red shows the is area covered by the existing Alexandra Palace Premises License





### **3. OVERVIEW OF MANAGEMENT OF ALEXANDRA PARK**

#### **3.1 Strategic Management Team**

Chief Executive Officer (CEO)

The Chief Executive of Alexandra Park and Palace Charitable Trust has overall responsibility for the work of the Trust and its trading company

Deputy Chief Executive

The DCEO is responsible for the operational and commercial management of Alexandra Park and Palace.

Director of Event Operations

The Director of Event Operations is responsible for activities relating to event planning and delivery

#### **3.2 Operational Management Team**

Park Management

Alexandra Park is managed by The Alexandra Park Manager on a day to day basis on behalf of Alexandra Palace and Park Charitable Trust. This role takes responsibility for the management, cultivation and safety of activities within the Park. A dedicated grounds team operated under contract is responsible for the upkeep of the park. Although a key stakeholder the Parks Manager and the grounds team are not responsible for the delivery of the licensing objectives

Event Day Management

Each event will have a nominated event manager who will take responsibility of the operational planning, coordination and delivery of each event. At times when the lead event manager is not on site a nominated duty manager will take on the role as the lead site manager.

When either party is operating in this role they will be responsible for all tactical and operational decisions across the site. (Classified internally as a Silver role)

The team responsible for this will be based within Alexandra Palace. During an event this role is likely to be based in a remote position within the park or sitting as the lead manager within the Event Liaison Team (ELT).

## Event Liaison Team

The Event Liaison Team (ELT) is the key team responsible for ensuring operational decisions are carried out as required by the Event Manager (Venue 1). This team is detailed later within the licensing objectives.

### **3.3. Safety Advisory Group**

Throughout the Operating Schedule, reference is made to the Safety Advisory Group. This group would normally comprise of representatives from London Borough of Haringey Licensing, London Borough of Haringey Environmental Health Services, London Borough of Haringey Health & Safety, London Borough of Haringey Trading Standards and Emergency Planning, Metropolitan Police Services, London Fire Brigade and London Ambulance Service. Detailed and regular pre-event meetings will be held with the London Borough of Haringey and other statutory agencies through the Safety Advisory Group (SAG) to ensure that all bodies are satisfied with the planning arrangements.

### **3.4 Contractors**

For all events that take place within Alexandra Park competent contractors will be used. Unless approved by the Safety Advisory Group the traffic management, crowd management and medical provision will be delivered by the suppliers already contracted to Alexandra Palace. These teams have gone through robust checks and are regularly reviewed to ensure safe delivery, competence and good customer experience. All contractors have suitable experience of delivery within the site and are trained in Alexandra Palace emergency procedures.

Additional contractors for an event will be suitably vetted by APTL to ensure experience, adequate liability insurance and risk assessments.

### **3.5 Catering Management**

For all events when alcohol is served a designated premises supervisor (DPS) will be the main point of contact for correspondence with licensing authority regarding any matters relating to the sale of Alcohol. Whenever alcohol is being served the bar operation will always ensure a suitable number of staff who hold a personal license.

The details of the catering operation will be included within the ESMP and will cover the following.

- Adequate supervision of alcohol sales
- Adoption of the Challenge 25 policy, including clear signage.
- That all refusals are noted and logged and made available to view on request by the appropriate persons
- That all staff serving alcohol will receive suitable training and that all training records will be kept for reference

## 4.0 THE LICENSE APPLICATION

### 4.1 Premises Capacity

The maximum capacity sought for this license is 50,000 limited to a fixed amount of times per annum. As previously mentioned the Park has hosted several large events in the past up to this capacity and is well equipped to manage events of varying sizes. Due to the history of larger capacity crowds attending the venue ingress and egress plans have been tried and tested successfully and APTL commit to ensuring that access to the premises will continue to be controlled and all areas monitored to ensure that safe crowd densities are not exceeded. On all ticketed events a suitable and sufficient means of counting visitors into the Premises will be put in place to ensure the maximum permitted capacity is not exceeded. The event specific ESMP will contain how the intended capacity will be reached and capacity for each event will be agreed via the SAG prior to the event being publicly announced. A specific risk assessment including an ingress and egress plan will be produced along with a detailed stewarding and security schedule.

### 4.2 Event Type, Capacity and Regularity

APTL commissioned The Event Safety Shop (TESS), one of the leading event safety consultants in the events industry, to produce a site survey. The findings of the report identified safe capacities within each area of the park and also the types of events that would be suitable in each space.

On further examination of the findings of the report and relation to the subsequent report provided by Vanguardia Acoustics to look at ways of limiting noise impact outside of the Park to mitigate impact of each event on local residents, Park users and relevant stakeholders. APTL would like to apply for a Premise License that encompasses two event types. The first type would be where the main Licensing Activity was live or recorded music and other subsequent Licensing Activities i.e. dancing is the prime purpose of the event. The second type would be where music is not the prime purpose of the activity.

#### 4.2.1 Event Type 1.

The chart below shows the level of capacity for each size event (small, medium & large), the regularity this type event may occur. These events would be where music is the prime purpose of the event and the levels required to deliver those events;

EVENT TYPE	CAPACITY	REGULARITY
LARGE	15,000 - 30,000	4 times per year
MEDIUM	5,000 – 14,999	3 times per year
SMALL	0 – 4,999	9 times per year

#### 4.2.2 Event Type 2.

The chart below shows the level of capacity for each size event (small, medium & large) the regularity. The events would be where music is not the prime purpose and the levels required to deliver these events;

EVENT TYPE	CAPACITY	REGULARITY
LARGE	20,000 - 50,000	3 times per year
MEDIUM	5,000 – 19,999	8 times per year
SMALL	0 – 4,999	15 times per year

APTL will commit to operating no events after 22:30 Monday to Saturday and 22:00 on a Sunday, the only exception to this is when showing a film where the license requirement is extended to 23:30.

On all events covered under this license where amplified live or recorded music is the primary source of entertainment an acoustic consultant will produce an event specific Noise Management Plan which will be presented to the SAG for their agreement and an onsite representative will ensure compliance with noise levels at each event. Please see Section 19.

APTL will also have a staffed noise complaint line. If complaints are received they will be passed on to the acoustic consultant to deal with in real time. Details of each complaint will be taken down onto an agreed format log sheet. When the complaint has been resolved, a copy shall be provided to the Licensing Authority.

**It should be noted that ‘times’ in the tables above refers to number of event open days and not individual number of events.**

### 4.3 Planned Licensable activity

As with the current operation within Alexandra Palace the intention is to be able to host a wide range of activities within Alexandra Park, catering to new audiences. The table below gives an overview of what the license is looking to incorporate and the house licensable activity could take place

Licensable Activity		Days	Hours
<b>Provision of Regulated Entertainment</b>			
<b>A</b>	<b>Plays</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>
<b>B</b>	<b>Films</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-23.30</b> <b>10.00-22.30</b>
<b>C</b>	<b>Indoor Sporting Events</b>	<b>n/a</b>	<b>n/a</b>
<b>D</b>	<b>Boxing or Wrestling</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>
<b>E</b>	<b>Live Music</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>
<b>F</b>	<b>Recorded Music</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>
<b>G</b>	<b>Performance of Dance</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>
<b>H</b>	<b>Anything of similar description to A, B, C, D, E, F, G</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>
<b>I</b>	<b>Making Music</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>
<b>J</b>	<b>Dancing</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>
<b>K</b>	<b>Similar to making music (i) or Dancing (j)</b>	<b>Mon – Sat</b> <b>Sun</b>	<b>09.00-22.30</b> <b>10.00-22.00</b>

## 5.0 LICENSING OBJECTIVES

Operational procedures and policies will be produced and implemented to support the four licensing objectives which are as follows:

- A. The prevention of crime and disorder;
- B. Public safety;
- C. The prevention of public nuisance;
- D. The protection of children against harm

These procedures will form the Event Safety Management Plan specific to each event and will provide the detail of how the Premises in accordance with the granted License will operate. This ESMP document will be scalable relating to the size and impact of an event.

Alexandra Palace Trading Limited is aware that the information in this draft Operating Schedule will be available within the public domain. Therefore, due to security and safety issues some of the information set out below is given in summary form only by way of an overview of the measures that will be taken. Further information will be given to the Responsible Authority Contacts as necessary.

## **6.0 PREVENTION OF CRIME & DISORDER**

### **6.1 Crowd Management**

For each event APTL will use the incumbent crowd management company to undertake all on site crowd management. They will need to meet strict criteria and have experience of working at similar events. The Crowd Management Plan (CMP) will work under the direct control of APTL who will work closely with the relevant members of the SAG to ensure this licensing objective is met and that all aspects of on-site crime and disorder is dealt with accordingly.

Each event will have its own Crowd Management Plan forming part of the general ESMP. The CMP will identify any potential risk relating to crime and disorder and look at ways to mitigate these risks. This will cover areas such as on site security and safety, entry and search protocol, perimeter security, restricted items, CCTV and tackling anti-social behaviour as required.

The Crowd Management Plan will identify security numbers and positions and give clear guidance to all security and stewarding personal as to their roles and responsibilities on the event day

Any ejections will take place by licensed security personnel and in agreement with the Licensing Authority and Metropolitan Police.

### **6.2 Prevention of Theft**

Each event will be risk assessed before being launched to identify its risk level with regard to potential high levels of theft on site. The appointed security company will be responsible for mitigating any on site theft and will react accordingly. When felt appropriate by APTL or the SAG a covert security team will be in place to identify any potential thefts and anyone involved in any illegal activity.

### **6.3 Misuse of Drugs and Alcohol**

All events will have a zero-tolerance policy to illegal substances and legal highs and anyone found to be entering the premises or using either of these on site will be dealt with accordingly in co-operation with the Metropolitan Police.

### **6.4 Egress**

APTL and their appointed security provider will work closely with the Metropolitan Police and local transport agencies to ensure appropriate levels of management are applied to accommodate the safe passage of visitors away from Alexandra Park after each event.

For all events attended by over 10,000 and finishing after 20:00hrs a security team will be positioned in specific areas of the Park to assist with the egress of visitors.

The security provider will support the ELT in ensuring Challenge 25 is enforced at all bars in accordance with the events alcohol management policy as each alcohol outlet will contain at least one SIA accredited security officer.

**6.5 Cash and Management Policy**

Each event will have its own unique cash management policy. ATM's will be available when deemed necessary in relation to the demands of the event.

**6.6 Residents and Stakeholders**

Prior to the commencement of, and post agreement with the SAG, all events will advertise a phone number and an email address will be made available for local residents and Park users to use to contact APTL with any concerns they have. This service will be available on all event days. Log sheets will be kept of all calls and any issues will be dealt with immediately.



## **7.0 PUBLIC SAFETY**

### **7.1 Event Safety Management Plan**

For each event an Event Safety Management Plan (ESMP) will be compiled. This document will be scalable according to the size, impact and any risk associated with the event. The ESMP will cover all aspects of the event planning and delivery with particular emphasis on how the event will be delivered in a safe manner. Examples of areas this will cover are shown below.

- Security policies
- Emergency procedures
- Medical Management Plan
- Ensuring safe site infrastructure
- Noise management plan
- Production details
- Full information of artists and performers
- Build and Breakdown Schedule

### **7.1 Risk Assessment**

A risk assessment will be undertaken for each event to identify areas where public safety could be compromised. This risk assessment will seek to mitigate these risks by elimination or management of the risk

The risk assessments will cover but not be limited to all activities, structures and crowd dynamics across the event.

These risks will be covered and discussed in detail during each planning meeting and SAG meeting.

A detailed Fire Risk Assessment will be undertaken for all activity covered within this license application. This will identify fire risk and make recommendations for mitigating fire risks and will form part of the ESMP.

## **7.2 Crowd Management Plan**

The crowd management plan (noted previously under crime and disorder) will also identify areas of potential risk to public from high density areas and other crowd related issues. This will ensure all areas are looked at and that the event site is laid out in a way as to minimise any crowd related issues. The crowd management plan will cover the following areas

- Ingress
- Gate/ticket management
- Search and confiscation procedures
- Site circulation
- Proactive and Reactive Response to on site incidents
- Securing access/perimeter
- Securing alcohol management policy
- Back stage management
- Stage barrier management
- Cash management
- Presence at bars
- Management of egress
- Evacuation and emergency planning procedures

## **7.3 Pyrotechnics/Special Effects**

Any special effects, pyrotechnics, lasers or fire related activity used at any event will require its own dedicated risk assessment to identify any risk and that the risk is mitigated to ensure the activity is carried out safely.

## **7.4 Food Safety**

APTL will liaise throughout the planning process with Haringey Environmental Health for planned activities relating to food handling and hygiene. As part of the event specific ESMP APTL will provide the Licensing Authority with a full list of all food and non-food traders (including crew, artist and guest catering), detailing their names, addresses, type of operation and proposed locations within the event site. APTL will ensure that no other food traders (including crew, artist and guest catering) are admitted to the licensed site. No trader vehicles approved at the event will be parked on a slope, unless the vehicles have been adequately chocked. APTL will ensure that any concession found to be contravening any conditions of this OS, the ESMP or the Premises Licence will cease trading.

**7.5 Event Control Room**

For all large events attended by over 20,000 people an event control room will be in operation with a dedicated Event Liaison Team. For all other smaller events the security control room will be in place and staffed accordingly

**7.6 Sanitary Provision**

Each event will have an assessment to determine how many toilets are required. The Purple Guide (Event Safety Guide) will be used as guidance to help form decisions regarding numbers. Other factors like event type, demographic and historical evidence will be used as a consideration. Dedicated Toilets will be provided at all entry gates for staff. Dedicated and exclusive toilets will be made available for all catering areas; they will be positioned in areas out of bounds to non-accredited personnel. Dedicated disabled access toilets will be in place across the event site.

**7.7 Capacity**

A risk assessment will take place prior to each event to understand the safe capacity for the event. The maximum capacity sought for this Premise License is 50,000. All events will have an ESMP which will show how the intended capacity will be reached. The capacity for each event will be agreed by the SAG prior to the event being announced. The tables below shows the capacities and regularity of events applied for.

Table 1 (4.7.1): Events where music is the prime purpose of the activity

Table 2 (4.7.2): events where music is not the prime purpose of activity

**7.7.1 Events where music is the prime content**

EVENT TYPE	CAPACITY	REGULARITY
LARGE	15,000 - 30,000	4 times per year
MEDIUM	5,000 – 14,999	3 times per year
SMALL	0 – 4,999	9 times per year

**7.7.2 Events where music is not the prime content**

EVENT TYPE	CAPACITY	REGULARITY
LARGE	20,000 - 50,000	3 times per year
MEDIUM	5,000 – 19,999	8 times per year
SMALL	0 – 4,999	15 times per year

### **7.8 Medical Provision Plan**

The Medical Provisions Plan will form part of the ESMP. This will include an event specific medical risk assessment that will identify risk and make recommendations as to the level of medical responders on site, the type of medical responders and whether any ambulances or other vehicles are required. For larger events that are deemed to carry a higher risk a field triage will be available. For all events the main Alexandra Palace Medical Centre based within the building will be available for use throughout the event.

Alexandra Palace will consult with both the purple guide and local medical agencies to agree on appropriate medical numbers for each event. This will be based on event type, demographic and capacity.

## 8.0 THE PREVENTION OF PUBLIC NUISANCE

The management of public nuisance will be managed through pre-event planning arrangements with the SAG. The agreed areas that relate to the prevention of public nuisance will be covered in the event management plan

### 8.1 Noise

A noise management report has been undertaken and sets out the following noise limitations for two types of events covered within this license;

#### 8.1.1 Events where music is the prime purpose of entertainment

MAXIMUM SOUND LEVELS	REGULARITY
L <sub>Aeq, 15 min</sub> 75dB	4
L <sub>Aeq, 15 min</sub> 65dB	2
L <sub>Aeq, 15 min</sub> 55dB	10

#### 8.1.2 Events where music is not the prime purpose of entertainment

MAXIMUM SOUND LEVELS	REGULARITY
L <sub>Aeq, 15 min</sub> 65dB	3
L <sub>Aeq, 15 min</sub> 55dB	23

No events will operate after 22.30 Monday – Saturday and 22.00 on a Sunday

On all events covered under this license where amplified music is the primary source of entertainment a noise monitoring company will be used to ensure compliance with noise levels.

Alexandra Palace will also have a staffed noise complaint line to receive any complaints from local residents and pass them on to the noise management team.

## **8.2 Off-site Crowd Management**

The appointed crowd management company will work with the venue and the SAG to ensure the safe passage of public off site. The planning and details of how this is activated will depend significantly on the size and type of the event

For all events attended by over 10,000 people a team of security and stewards will be in position along Bedford Road to ensure crowds move away from the site with minimal impact to local residents. Where required and if there is a main exit on the Muswell Hill side of the site additional security will be in position at Buckingham Lodge to ensure any public disorder is dealt with immediately.

At all events with over 10,000 attendees security will also be based at Dukes Avenue Entrance

For large events attended by over 15,000 discussion will take place with Haringey Council Highways team and TFL to discuss road closures which should be in place to help with the safe ingress and dispersal of crowds after an event.

## **8.3 Transport Management Plan**

All events will include a transport management plan as part of the ESMP. This will demonstrate how visitors will commute to the area and highlight any concerns with overcrowding on local transport networks. The plan will also clearly demonstrate how visitors can easily connect with local transport hubs post event with only reasonable impact on the surrounding areas.

For all events a proactive approach will be made through marketing channels to encourage visitors to use public transport and not private motorised transport.

## **8.4 Offsite Site Litter**

A team of cleaners will be in place to collect and dispose of any related litter in and around exits and walkways from the park on event days. This will also involve ensuring areas around the entrance to Alexandra Palace Train Station are kept free of litter as far as is reasonable.

## **8.5 Informing Residents**

For all events attended by over 15,000 people a day a letter drop will take place in the surrounding area. This will give suitable notification of the event, the event timings and a helpdesk number to call on the day. This helpdesk number will also be shown on the Alexandra Palace website.

Within this letter information regarding any planned road closures or bus diversions, if appropriate, will also be included.

## **9.0 THE PROTECTION OF CHILDREN FROM HARM**

### **9.1 Risk Assessment**

For all events a risk assessment will take place to identify any risks specific to children. The findings of this will inform the event management approach relating to children and vulnerable adults on site.

### **9.2 Missing and Found Policy**

For all events a lost and found child policy will be in place. All key staff will be made aware of how to escalate either of these scenarios. This will form part of the ESMP that will be discussed with the SAG.

### **6.3 Alcohol Policy Relating to Minors**

All bars will operate under Challenge 21 on all bars. This will be signed across all bars and form a key part of bar staff and security briefing. All refusals will be recorded at each bar in a refusal book.

Any minor seen with alcohol during an event will have the alcohol confiscated by a licensed member of security and may be ejected from the event

### **6.4 Sanitary Provision**

Toilets suitable for children will be available at any events where minors are likely to attend. In addition to this there will be a provision for a mother and baby changing room.

### **6.5 Age Restrictions**

Age restricted films indicating nudity or semi-nudity will not be shown in the presence of children. This will be clearly stated at point of sale

Within the risk assessment a fair assessment will be made on the appropriate age policy for an event. For all events where music is the primary licensable activity anyone under the age of 14 must be accompanied by an adult over the age of 21, this will be stated on all event related literature and in the Terms and Conditions of Entry as printed on all tickets and as signed on all entrances where applicable.

### **6.6 Staffing**

At each event, all relevant staff will be DBS accredited and proportionate amounts of female staff will be employed with both the medical and security/stewarding teams.

## 10.0 Draft License Conditions for the consideration of the Licensing Authority

The following are suggested conditions which, if granted by the Licensing Authority, APTL is proposing be attached to the Premises Licence. These draft conditions have been developed using APTL's experience in producing events and in consultation with relevant stakeholders and local residents. As the applicant of this Premise Licence APTL and accepts that the Licensing Committee will impose final conditions.

**1.** *The final confirmed ESMP for each specific event will be available to the Licensing Authority and responsible authorities a minimum of 1 week before the commencement of each event. Ongoing changes to the ESMP shall be discussed and agreed with the Licensing Authority and other Responsible Authorities via regular Safety Advisory Group meetings*

**1a.** *APTL shall fully comply with the contents of the ESMP for each specific event which shall convert to a condition of the licence on receipt of the approval in writing from the Licensing Authority.*

**2.** *The Licensing Authority shall determine if any alterations to the Event Safety Management Plan require an application pursuant to the Licensing Act 2003: the decision of the Licensing Authority in this regard is final.*

**3.** *APTL shall ensure that appropriate personnel within the management structure of each event, including contractors and sub-contractors, shall be aware of the conditions applied to the Licence.*

**4.** *The nominated Gold Commander from APTL's Executive Team or a nominated deputy shall be available at each event at all times during the hours when the premises are open to the public.*

**5.** *It is the responsibility of APTL to as far as practicable ensure that any promoter, performer or other person connected with any event taking place in Alexandra Park does not breach, or permit or contribute to any breach of any term, condition or restriction of this Premise Licence before, during or after any event in as far as the conditions of the Licence refer thereto. APTL shall have a primary and continuing obligation and responsibility to ensure the safety of all persons on the premises, both in normal and emergency situations and take all necessary precautions to fulfil that obligation. Note: the granting of the Licence does not absolve APTL from any obligations under any other enactments and, in particular, the Health and Safety at Work, etc. Act 1974.*

**6.** *Authorised Officers of the Licensing Authority, Environmental Health, Metropolitan Police, Trading Standards, the Security Industry Authority and London Fire Brigade and, any other authority deemed appropriate by the Licensing Authority in advance of each event, shall at all times have free access to the premises for the duration of the licence period for the purpose ensuring compliance with the conditions of this licence and shall have access to all necessary records and documentation.*

**7.** *Structures and Barriers - APTL shall ensure that all temporary demountable structures including stages, marquees, barriers, grandstands, towers and any other structure listed in the industry guide conform to The Institution of Structural Engineers "Temporary Demountable Structures - Guidance on Design, Procurement and Use" - Second Edition 1999 (ISBN 1 874266 45 X) or to any guidance that supersedes this.*

**8.** *Medical Provision - for each specific event APTL shall provide medical provision to a minimum of that determined by a risk score as per the Event Safety Guide or any standard that supersedes it.*



**9. Noise** - An event specific Noise Management Plan shall be drawn up and agreed with the Licensing Authority. The plan shall identify how noise arising from the holding of each event shall be effectively controlled so as to minimise the risk of public nuisance.

**10. Security & Stewarding**- APTL shall identify the roles and responsibilities of security, stewards, their managers and supervisors to be undertaken at each event.

**11. Roles identified as requiring licensing under the Private Security Industry Act 2001** shall only be undertaken by persons appropriately licensed by the Security Industry Authority.

**12. Security and stewarding staffing levels** shall be determined by way of risk assessment conducted by APTL and shall be to the satisfaction of the Metropolitan Police and the Licensing Authority.

**13. Food Safety** - APTL shall ensure that food traders that are already registered under the Food Hygiene (England) Regulations 2006 shall be allowed to provide food and drink at any event held under this Premise License.

**14. For the Exhibition of Films;**

The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made by the following;

- the British Board of Film Classification (BBFC,) where the film has been classified by that Board, or the Licensing Authority where no classification certificate has been granted by the BBFC, or, where the Licensing Authority has notified APTL that section 20 (3) (b) (74 (3)(b) for clubs) of the Licensing Act 2003 applies to the film

## **APPENDICIES FOR THE 2021 LICENCE VARIATION**

### **A1: UPDATE SINCE 2017 LICENSE APPLICATION**

In 2017 Alexandra Palace was granted a Premises License giving permission to hold licensable activity within its ground. Since this time numerous events have taken place with approximately 200,000 visitors attending the site for specific events.

The venue team work very closely in the planning of all events with key agencies as part of the safety advisory group. This group is made up of stakeholders including Metropolitan Police, London Ambulance Service, London Fire Brigade, Haringey Licensing Authority and Haringey Building Control. Through this group there have been no concerns raised in relation to how the Alexandra Palace team have delivered events under this Parks License with no recorded crime or significant medical incident taking place on events operating under this license.

As shown in the Operating Schedule Alexandra Palace are committed to ensuring that event impact is minimised in the local community. The team at Alexandra Palace have a noise feedback line open on all noise sensitive park event days. There is also an independent team of noise consultants who are there to respond to any noise complaints, monitoring and working with the on-site team to bring levels to the permitted amount should they exceed the agreed levels. Since this license has been in operation there are no recorded incidents of levels exceeding those permitted under the license and over this time less than 30 noise complaints have been received across all events operating within this license none of which were found to be in breach of licensing conditions.

Since 2017 an internal procedure has been in place that measures how the park itself has been impacted by events and gives clarity that the space is returned to its previous condition as much as is reasonably practicable within an agreed time frame agreed between Alexandra Palace Trust and Alexandra Palace Trading Company. This gives assurances to both sides and has resulted in the park condition being maintained to a high standard despite the events activity that takes place across it.

Despite some concern raised locally in 2017 about events taking place within Alexandra Park the venue team have demonstrated that they can deliver large scale events responsibly and always working to limit the impact locally.

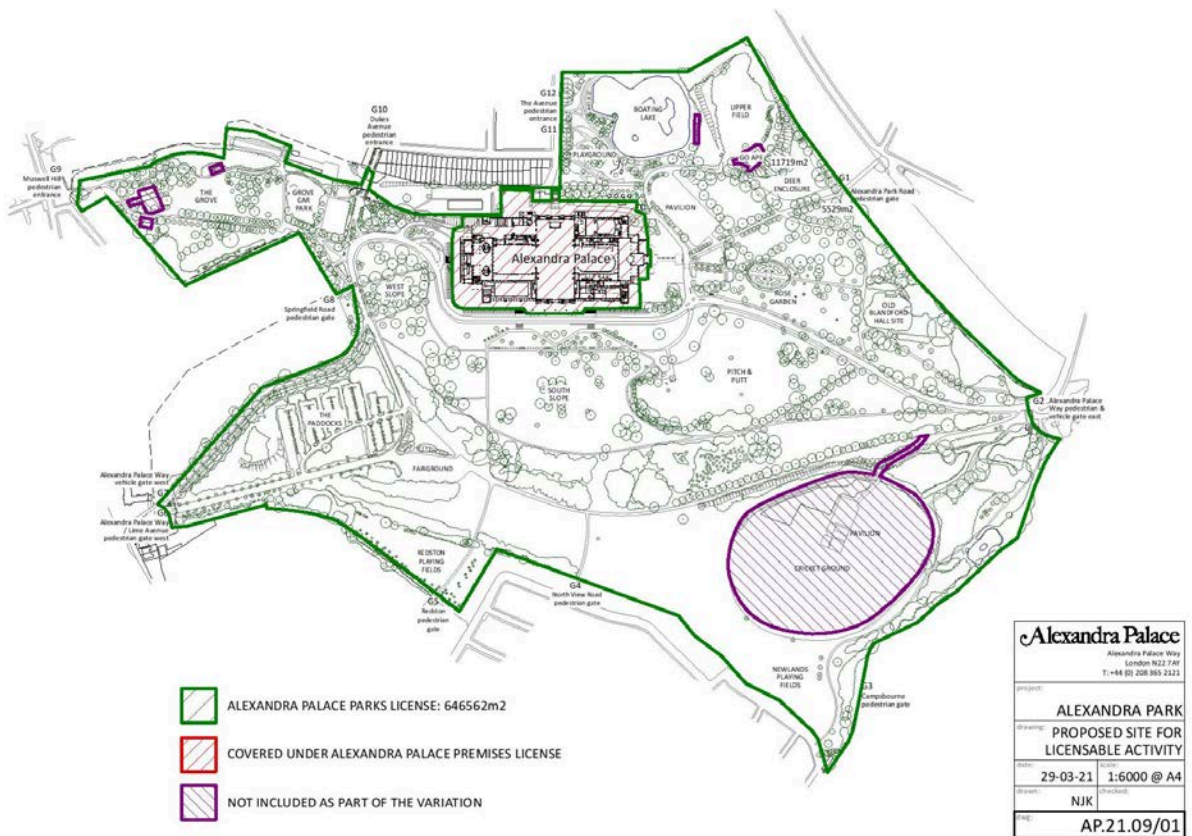
**A2: LICENSING OBJECTIVES**

The Operating Schedule that was provided as part of the successful 2017 license application is still valid and there is no intention to deviate from any of the plans laid out within this document as part of this variation. The information below gives specific information above and beyond what is shown in the operating schedule for the 4 Variation points against the statutory licensing objectives.

**SECION M**

a) general

The plan below shows the proposed site required for licensable activity as part of the variation. This relates to variation point 1 that was previously not included in the 2017 park license. This is the entire parkland but excludes the Alexandra Palace Football and Cricket Club and the tenants that are currently on site



**SECTION M**

**B) PREVENTION OF CRIME AND DISORDER CRIME AND DISORDER**

**Variation Point 2:** To remove any limit of small licensable activity under 600 capacity

Management Plan:

All aspects of the original operating plan will be adopted for these event types. A risk assessment will be undertaken for all activity and the focus on activity that will take place under this variation will be very low risk i.e. Drive in Cinemas and Family Theatre. These events will not be noise sensitive and music will not be the primary part of the activity.

**C) PUBLIC SAFETY**

**Variation Point 1:** To bring the Pavilion and East Car Parks under the Parks License

Management Plan

All aspects of how public safety will be managed are shown in detail within the original operating plan

In addition to this the area in question is primarily hard standing with no area having any notable trip hazards. The area has been used in previous years as an events space operating under the Venue (internal) license. The team therefore have suitable and in-depth experience of operating licensable activity. To date there has been no known complaint or representation made relating to public safety received relating this specific area.

A full risk assessment will be undertaken prior to any proposed activity which will support the operating plan. The site itself has direct links to the main highway to unrestricted access to emergency vehicles as required

**Variation Point 2:** To remove any limit of small licensable activity under 600 capacity

Management Plan:

The Pavilion and East Car Parks have historically been within the venue license with no limits of frequency so this would allow for this to continue due to the park license currently having a limit of 30 event days. This is specifically relevant to activities such as Drive In Cinema that can take place up to 100 times in a calendar year.

All events under this section of the license would be fully risk assessed and would operate within the robust guidelines set out within the operating schedule.

Activities that fall under this variation point would NOT be activity where music is the primary purpose i.e. these would not be concerts or DJ / live music events

Activities that fall under this variation point would NOT be activity where music is the primary purpose i.e. these would not be concerts or DJ / live music events and would be for theatre or family-based activities that currently take place as part of the organisations wider program

A security and cleaning team would be in position at both ends of Alexandra Palace Way if this is required by the SAG

## **D) THE PREVENTION OF PUBLIC NUISANCE**

**Variation Point 2:** To remove any limit of small licensable activity under 600 capacity

### Management Plan:

The Pavilion and East Car Parks have historically been within the venue license with no limits of frequency so this would allow for this to continue due to the park license currently having a limit of 30 event days. This is specifically relevant to activities such as Drive In Cinema that can take place up to 100 times in a calendar year.

All events under this section of the license would be fully risk assessed and would operate within the robust guidelines set out within the operating schedule.

Activities that fall under this variation point would NOT be activity where music is the primary purpose i.e. these would not be concerts or DJ / live music events and would be for theatre or family-based activities that currently take place as part of the organisations wider program

A security and cleaning team would be in position at both ends of Alexandra Palace Way if this is required by the SAG

**Variation point 4:** To allow for 4 x event days at 70db (at closest premises) and an additional day at 65db (at closest premises) within the permitted 30 event days

Management Plan:

The table below lays out the current allowances within the license and the required variation

dba at closest premises	Current License	Required with Variation
75dba	3 event days	3 event days (no change)
70dba	n/a	4 event days (increase of 4)
65dba	4 event days	5 event days (increase of 1)
Other	23 event days	18 event days (decrease of 5)

As laid out within the operating plan a full noise management plan will be in place for all events where music is the primary purpose. In addition, for all these events an independent noise monitoring team will be available to support the team with working within the guidelines given. Alexandra Palace will also have a monitored and managed noise line should anyone want to give feedback on noise or any other event related issues when the event or any of its sound checks are in progress. Since adopting the license in 2018 a total of 24 complaints have been received relating to activity taking place under the Parks License.

Though these are sound limits every effort will be made to ensure levels fall below these thresholds (as happened at the 2018 Kaleidoscope Festival) and the top level can only be used for the headline artists which is already a condition of the 2017 license.

Of the events permitted at or above 70dBA (total 7) these will happen across no more than 4 weekends per year to limit any impact.

In addition of the 4 x 70dbA requested for the site, 2 of these will be ringfenced exclusively for the Pavilion Car Park, therefore not permitted to be used on the south slope.

As per operating schedule for all large events where it is deemed necessary by the SAG a security and cleaning team will be in place post event around Bedford Road.

In addition a security team will be in place post event around the entrance to the allotment for all large events taking place on the south slope if required by The SAG

A security team will be in place on the junction of Dukes Avenue and The Avenue for all the events taking place on the Pavilion or East Car Park if required by the SAG

## Appendix 2 – Current Premises Licence

PREMISES LICENCE

Receipt: BACS

Premises Licence Number: LN/000018492

This Premises Licence has been issued by:

**The Licensing Authority, London Borough of Haringey,  
Alexandra House, Level 6, 10 Station Road,  
Wood Green London, N22 7TR**

Signature:.....

Date: 21<sup>st</sup> April 2017

Part 1 – PREMISES DETAILS

**Postal Address of Premises or, if none, Ordnance Survey map reference or description:**

**ALEXANDRA PALACE GROUNDS  
ALEXANDRA PALACE WAY  
LONDON  
N22 7AY**

Telephone: 020 8365 2121

**Where the Licence is time limited, the dates:**

Not applicable

**Licensable activities authorised by the Licence:**

Regulated Entertainment: Plays, Films, Boxing or Wrestling, Live Music, Recorded Music Performance of Dance, Provision of Facilities for Making Music, Provision of Facilities for Dancing

Capacity limit is set at up to 49,999

Supply of Alcohol

**The times the Licence authorises the carrying out of licensable activities:**

Plays, Boxing or Wrestling, Live Music, Recorded Music performance of Dance, Provision of Facilities for Making Music, Provision of Facilities for Dancing

Monday to Saturday                      0900 to 2230

Sunday    1000 to 2200

Films

Monday to Saturday                      0900 to 2330

Sunday    1000 to 2300

Supply of Alcohol

Monday to Saturday                      0900 to 2230

Sunday    1000 to 2200

**The opening hours of the premises:**

24 hours – The park area is open land accessible 24 hours a day



**Where the Licence authorises supplies of alcohol whether these are on and/or off supplies:**

Supply of alcohol for consumption both **ON** and **OFF** the premises

**Part 2**

**Name, (registered) address, telephone number and e-mail (where relevant) of holder of Premises Licence:**

Alexandra Palace Charitable Trust  
Alexandra Palace  
Alexandra Palace Way  
Wood Green, London  
N22 7AY

Alexandra Palace Trading Limited  
Alexandra Palace  
Alexandra Palace Way  
Wood Green, London  
N22 7AY

**Registered number of holder, for example company number, charity number (where applicable):**

3819988

281991

**Name, address and telephone number of designated premises supervisor where the Premises Licence authorises the supply of alcohol:**

**Personal Licence number and issuing authority of personal licence held by designated premises supervisor where the Premises Licence authorises for the supply of alcohol:**

Annex 1 –Mandatory Conditions

**ALCOHOL CONSIDERATIONS**

1. No supply of alcohol may be made under the Premises Licence –
  - a. At a time when there is no Designated Premises Supervisor in respect of the Premises Licence;
  - b. At a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made, or authorised by a person who holds a Personal Licence.
3. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
4. In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises.
5. games or other activities which require or encourage, or are designed to require or encourage, individuals to –
  - a. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
  - b. drink as much alcohol as possible (whether within a time limit or otherwise);
  - c. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
  - d. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
  - e. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
  - f. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
6. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
7. The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
8. The designated premises supervisor in relation to the premises licences must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
9. The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either:-

## Annex 1 –Mandatory Conditions

- (a) a holographic mark or
- (b) an ultraviolet feature.

10. The responsible person shall ensure that –

- a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
  - (i) beer or cider: ½ pint;
  - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
  - (iii) still wine in a glass: 125 ml; and
- b. these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

**MINIMUM DRINKS PRICING**

11. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

12. For the purposes of the condition set out in paragraph 1 –

- (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
- (b) “permitted price” is the price found by applying the formula –

$$P = D + (D \times V)$$

Where –

- (i) P is the permitted price
- (i) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- (ii) is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –
  - (i) The holder of the premises licence
  - (ii) The designated premises supervisor (if any) in respect of such a licence, or
  - (iii) The personal licence holder who makes or authorises a supply of alcohol under such a licence;
- (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- (e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.

13. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from the paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall

Annex 1 –Mandatory Conditions

be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

14. Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.
15. The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

**MANDATORY CONDITIONS FOR DOOR SUPERVISION – EXCEPT THEATRES, CINEMAS, BINGO HALLS AND CASINOS**

16. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:
  - a. Be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
  - b. Be entitled to carry out that activity by the virtue of section 4 of the Act.
17. But nothing in subsection (1) requires such a condition to be imposed:
  - a. In respect of premises within paragraph 8(3)(a) of the Schedule 2 to the Private security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or
  - b. In respect of the premises in relation to:
    - (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
    - (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
18. For the purposes of this section:
  - a. "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and, which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and
  - b. Paragraph 8(5) of that Schedule (interpretation of references to an occasion applies as it applies in relation to paragraph 8 of that Schedule.

**MANDATORY CONDITIONS FOR FILMS**

19. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
20. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation by that body.
21. Where

Annex 1 –Mandatory Conditions

- a. The film classification body is not specified in the licence, or
  - b. The relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.
22. In this section "children" means any person aged under 18; and "film classification body" means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984(c39) (authority to determine suitability of video works for classification).

Annex 2 – Conditions consistent with the Operating Schedule

**THE PREVENTION OF CRIME AND DISORDER**

**SECURITY**

1. There must be satisfactory stewarding and SIA accredited staff to deal with all reasonable eventualities, to be correctly briefed so they can engage with patrons in order to help prevent crime within the Licensed Premises.
2. A suitable entry policy will be adopted which will include procedures for the searching of persons and their belongings on entry to the premises.
3. Ejection or refusal of entry will be carried out by licensed security staff.
4. The Licence Holder shall employ sufficient numbers of stewards/marshals as required by the size of the event as agreed in the Event Management Plan (EMP) to ensure that patrons leave the premises safely SIA stewards and general stewards must be proactive in preventing public urination in and around the premises and must be fully briefed in this regard.
5. The Licence Holder shall provide an agreed number of SIA security and stewards at agreed locations outside the environs of the Park as part of the EMP, to ensure guidance is being given and directing concert patrons to the concert site both before and after the concerts.
6. Figures on ejections from the event due to drugs or excessive alcohol use and or anti-social behaviour must be recorded.
7. The details in the final EMP relating to the Bars at the Events shall be complied with. The drinks can only be dispensed in plastic/paper cups or plastic bottles. No glass is permitted with the exception of designated hospitality areas to which the public do not have access. SIA security staff must ensure that people in the hospitality area do not come into the main arena with glasses, cans or bottles. Appropriate SIA and stewarding must be in place at all times to ensure that no underage person is sold or is consuming alcohol on the concert site. The sale or provision of drinks in cans may only take place with the prior consent of the SAG.
8. The name and contact telephone number of the Designated Premises Supervisor shall be displayed in a prominent position on the premises, so that it is clearly visible. Each bar should have a named individual managing the bar and this person must be Personal license holder.
9. Bars will not be permitted to run price promotions, happy hours or other promotions designed to encourage excessive drinking.
10. If mobile drink servers are to be placed in the crowd (MDS), they will need to be accompanied by SIA approved officers throughout the event and a 'Shepherd' who will ensure age verification checks and sobriety awareness.
11. The Metropolitan Police Service (MPS) shall have the right to check and, if necessary and appropriate, to veto any artists who are scheduled to perform at an event. This will be discussed in advance with the Licence Holder and, where security and sensitivity allows, the MPS will give reasons for their decision. An initial list of proposed performers should be provided by the Licence Holder to the licensing authority and the MPS no later than 4 months before the event starts, with the final list of performers to be provided no later than 3 weeks before the event starts.
12. Where replacement performers are necessary due to illness or other unforeseen circumstances, details of any replacement performers are to be provided to the MPS as soon as reasonably practicable and prior to any marketing communications being released.

Annex 2 – Conditions consistent with the Operating Schedule

**POLICE LIASON**

13. The Licence Holder shall notify SAG and MPS of each proposed event where the proposed attendance is over 15,000 persons no later than four calendar months prior to the proposed date. A draft EMP shall be provided to SAG and MPS at least 3 months in advance of the proposed event. For events where the proposed attendance is over 5,000 but under 15,000 3 months' notice to SAG and MPS shall be given the draft EMP at least 2 months in advance of the proposed event. For events where the proposed event is 5,000 or less 2 months' notice to SAG and MPS shall be given the draft EMP at least 1 month in advance of the proposed event.
14. The MPS will not perform 'stewarding' roles nor undertake the responsibilities of the event organiser or other agencies, as these are not police core duties, unless there is a formal request from the event organiser or other agency for Special Police Services (SPS), which the MPS agree to provide.
15. The full cost of any required TMP to be met by the organiser/promoter. Any request for the TMP to be supported by police officers, over and above the deployment determined by the MPS as required to discharge the core policing duties associated with each event, must be by way of a request for Special Police Services (SPS) pursuant to Section 25 of the Police Act 1996. The MPS reserves full discretion to refuse any request for SPS, and the TMP must not assume police support.
16. When requested by MPS, the Licence Holder should to provide pre, during and post event crime prevention messaging through all available channels including social media and on-site screens, this messaging to be agreed with the MPS and be given sufficient prominence on site and on major ingress and egress routes.
17. Where the MPS Gold Commander for the event considers it necessary to deploy officers overtly or covertly within the event space then the Licence Holder will facilitate this.
18. The EMP should also include protocols for transference of control of the event to the MPS Silver commander in the event of a major incident or any incident beyond the capacity of the security and stewards to deal with.

**CCTV REQUIREMENTS**

19. Where The MPS deem reasonably necessary, CCTV should be provided and the ability to provide recordings of footage in a removable format on site within a reasonable time. This footage should be made available upon request to the MPS.

As a guide the minimum requirements for CCTV are as follows:

Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of:

- a) Identification.
- b) Provide a linked record of the date, time, and place of any image.
- c) Provide good quality colour images during opening times.
- d) Have a monitor to review images and recorded quality.
- e) Be regularly maintained to ensure continuous quality of image capture and retention.
- f) Staff trained in operating CCTV.



Annex 2 – Conditions consistent with the Operating Schedule

20. Digital images must be kept for 31 days. The equipment must have a suitable export method, e.g. CD/DVD writer so that Police can make an evidential copy of the data they require. Copies must be available within a reasonable time to Police on request.

**PUBLIC SAFETY**

**PLANNING**

21. Planning meetings will be held in advance of the events with the Licence Holder, Local Authority and other agencies to ensure that they are satisfied with the arrangements.
22. The EMP should incorporate major incident plans and procedures. These plans should address crowd safety issues, RVP's, access by emergency vehicles and arrangements for casualty evacuation.
23. The EMP will be finalised 1 month before the proposed event. Any changes to this agreed EMP must be approved by the Licensing Authority after this time.
24. An agreed and appropriate level of emergency first aid and ambulance provision will be on site throughout the event. This will include mobile First Aid patrols, the levels of which will be determined by a medical risk assessment and HSG195.
25. A medical breakdown will be recorded and given to the Licensing Authority on request.
26. Specific risk assessments will be produced to ensure that all elements of risk are addressed as far as reasonably practicable and suitable and sufficient control measures adopted.
27. A detailed fire risk assessment will be produced and suitable levels of portable firefighting equipment will be provided on site.
28. Prior approval will be obtained for the use of any special effects and relevant health and safety information will be provided prior to the event.
29. The Licence Holder will liaise with the London Borough of Haringey Environmental Health Department prior to the events to ensure that the appropriate information is made available in relation to food handling and hygiene.

**COMMUNICATION CONDITIONS**

30. A communication system must be provided to ensure the effective operation of the site under both normal and emergency evacuation conditions. The Licence Holder must provide an adequate incident control centre and a rendezvous point for the Police and other emergency services
31. A multi-agency Event Control Room managed by the Licence Holder will be operational throughout all events over 15,000 capacity.

**WASTE CONSIDERATIONS**

32. The Waste/Litter Management Plan contained in the Final Event Management Plan must be complied with in full. The pedestrian routes into the park must be looked after by litter teams during and after the Concerts. These areas must be litter free by 6am on the morning after each Concert so far as reasonably practicable.
33. A sufficient number of easily identifiable, readily accessible receptacles for refuse must be provided, including provisions for concessions. Arrangements must be made for regular



Annex 2 – Conditions consistent with the Operating Schedule

collection. Public areas must be kept clear of refuse and other combustible waste prior to and, so far as is reasonably practicable, during the licensed event.

**SANITATION**

34. The contact details of the supervisor for the sanitary facilities shall be provided to the Licensing Officer.
35. There will be a provision of adequate portable toilet facilities outside the concert site, each block of toilets to be suitably located to serve the event goers both on ingress as well as egress from the event.
36. SIA and general Stewards must be proactive and manage large queues forming at sanitary accommodation areas. They must assist in the diversion of spectators from these overcrowded areas to alternative sanitary accommodation.
37. The locations of public toilets shall be the subject of prominent directional signage.

**PRODUCTION**

38. Adequate steel barriers or fences designed to adequately resist right-angle and parallel loads commensurate with probable crowd pressure must be provided around any stage and other location where it is necessary to limit crowd pressure in the interests of safety.
39. Details of all marquees, tented structures and temporary structures shall be provided including emergency exits and signage, fire warning and firefighting equipment.
40. All fabric, including curtains and drapes used on stage for tents and marquees, or plastic and weather sheeting, shall be inherently or durably flame retardant to the relevant British Standards. Certificates of Compliance must be available upon request
41. Full structural design details and calculations of any stages and structures, as approved by building control, to be erected within the licensed area, must be submitted to the Licensing Authority at least 28 days before the Event. A certificate from a competent person or engineer that a completed structure has been erected in accordance with the structural drawings and design specification must be available for inspection prior to a relevant structure being used during the licensed event.
42. Any moving flown equipment must contain a device or method whereby failure in the lifting system would not allow the load to fall. All hung scenery and equipment must be provided with a minimum of two securely fixed independent suspensions such that in the event of failure of one suspension the load will be safely sustained.

**GENERAL MATTERS**

43. Unless otherwise agreed with the Council, the total number of people to be accommodated for the purposes of this Licence, in any event site at any one time shall not be more than **49,999** (this figure must also include security, staff, catering concession staff, performers and employees).

Annex 2 – Conditions consistent with the Operating Schedule

44. A copy of the tickets manifest must be provided to the Licensing Officer on request and a copy may be kept by Licensing Authority.
45. An integrated system of prominent temporary signage, shall direct patrons to and from the event site.
46. The provision of adequate Temporary Lighting shall be shown on layout map. Emergency lights to be turned on 1 hour before sunset.
47. The provision and location of any ticket sales booths for the Concerts shall be contained in the EMP.
48. Upon request, authorised Enforcement Officers of the Responsible Authorities on duty in that capacity, must be provided with security passes for full and free access at all times to each and every part of the licensed area in the exercise of their duties.
49. The required number of designated disabled car park spaces shall be provided and shown on the layout plan. Induction loops should be provided at customer service points.
50. All staff should be able to describe the provisions for disabled people's access.
51. For any performance to over 15,000 people a platform for disabled viewing must be provided to accommodate the numbers of wheelchair users and people with disabilities attending the events (including their carers where appropriate). The platform should have easy level access to and from the concert site. Dedicated toilet provision shall also be located adjacent to the viewing platform. There should be an adequate number of SIA/Stewards designated to assist in the smooth operation of all facilities in this regard.
52. The timings of events shall be agreed to minimise inconvenience with nearby schools and concert goers.
53. The Licence Holder shall reasonably request the performer to refrain from mingling with the audience, especially if there is a risk of an over-exuberant audience. If the performer wishes to come down from the stage to interact with the audience, this should not be for more than 15 minutes for the entire performance unless otherwise stipulated by the Licensing Officer. If necessary, the performer must be escorted by sufficient security personnel. The Licensee shall also pre-select/limit the number of audience who wish to go on stage to present or perform with the performer. No performer will climb any structure of the stage unless as a pre-agreed part of the performance.
54. The Licence Holder shall reasonably request that performers do not sing or play any obscene or banned songs or carry out indecent acts or actions during the performance.
55. For all events where music is the primary source of entertainment and capacity is over 15,000 a plan of the area that must be leafleted by the Licence Holder not less than 14 days before the event is due to begin, must be agreed with the licensing authority and the Councils Highway Authority This leaflet will have the information relating to any traffic management order, complaints line information, times of rehearsals, travel information, Waste/Litter Management Plan, vehicular access/parking restrictions, pedestrian access restrictions, and preferred access routes.

Annex 2 – Conditions consistent with the Operating Schedule

56. A community hotline must be provided. This line must be in operation from 09:00 to midnight on the day of each concert. The facility is for local residents/businesses to call in with any request for information, complaints or concerns relating to issues surrounding the concerts. The community hotline number is to be published in the leaflet circulated by the Licence Holder.
57. A contact number for residents for requests for information, complaints and concerns during the build-up and break down periods shall also be provided.
58. Complaints or concerns that cannot be dealt with by the Licence Holder shall be referred to the appropriate Agency or the Licensing Officer onsite. A log of all calls must be kept and should be inclusive of name, address, telephone number, details of complaint, action taken, and any resolutions/outcomes.
59. A copy of the log of calls and associated information must be sent by e-mail to the Licensing Officer [licensing@haringey.gov.uk](mailto:licensing@haringey.gov.uk) when requested following each concert subject to Data Protection restrictions.
60. The provision of adequate receptacles at each entrance to the Park or event area for the storage and removal of seized alcohol.
61. Notification of any teams to be used by the Licence Holder relating to the protection of merchandise or counterfeit merchandise must be shared with the Licensing Authority.
62. An information point or points to be made available around the site for customers to report concerns, lost phones, bags etc. The level of which will be determined by the SAG per event.

**THE PREVENTION OF PUBLIC NUISANCE**

63. The finish time of each event must be agreed by the SAG at least one calendar month prior to the event. This must take into account other events or travel issues that may have an impact.
64. Any queue which forms outside the Licenced Premises shall be stewarded at all times to ensure that minimal disturbance is caused.
65. The Licence Holder shall encourage patrons not to congregate outside the Licenced premises after the event has finished.
66. Promotional literature and tickets will contain information regarding public transport options and public conveniences and shall request patrons to leave the area in an orderly manner.
67. Publicity and signage shall be produced to provide access information in advance of the event.
68. The Licence Holder shall provide an agreed number of SIA and stewards at agreed locations outside the event site to ensure event goers do not exit the park into residential streets other than via those exits detailed in the Egress Management Plan.

**PREVENTION OF NUISANCE FROM LIGHT**

69. Where safe to do so security lights/tower will be positioned to minimise light intrusion to nearby residential premises.

**STAGE AREAS**

Annex 2 – Conditions consistent with the Operating Schedule

70. The Licensing Authority should be consulted regarding the siting of all stages in the Licenced premises and agree on their location for all productions.
71. On the day before and on days during the event sound checks and rehearsals shall not exceed 90 minutes duration within an agreed 3 hour window. The dates and times of sound checks and rehearsal will be agreed by the Licensing Authority with a final log to be submitted within a further 7 days.

**NOISE MANAGEMENT**

72. On all events authorised under this license where amplified music is the primary source of entertainment The Licensee will contract a competent acoustic consultant who will be on site throughout the event to ensure that noise levels are met, when required by the Licensing Authority. The Licence Holder will also have a staffed noise complaint line to receive any complaints from local residents and pass them on to the noise management team.
73. Of the 30 events the maximum sound levels measured as a LAeq over any 15 minute period 1 metre from the façade of a sensitive premises shall not exceed 75dB(A) for 3 events, 65 dB(A) for 4 events and 55 dB(A) for 23 events.
74. For the events where the maximum sound level is 75dB (A) LAeq 15 min this will apply only to the headline artist and lower levels will apply for supporting artists.
75. Low frequency noise shall be controlled so as not to cause a nuisance.
76. Sound tests shall be carried out in conjunction with the Council's Enforcement Response team before the event. This will determine the maximum levels that can prevail at agreed monitoring positions so as to ensure compliance with the maximum noise levels.
77. A complaints book or electronic record will be held on the Licenced premises to record details of any complaints received from neighbours through the dedicated noise line and the action taken. The information is to include, where disclosed, the complainant's name, location, date time and subsequent remedial action undertaken. This record must be made available at all times during the event for inspection by council officers of the initial record. Records must be submitted to the Licensing team on request subject to Data Protection restrictions.
78. For events where music is the prime source of entertainment a Noise Management Plan will be required which is regularly updated in the run up to the event and is a "Live" document which will be made available to the Licensing Authority and their representatives.
79. The Licence holder / appointed noise consultant shall be aware of the guidance contained in the Code of Practice on Environmental Noise Control at Concerts or any subsequent equivalent Guidance and make use of its recommendations where appropriate to the circumstances of the event
80. Any reasonable request of the Licensing officer representative will be complied with by the Premises Licence holder in regard to sound levels.
81. Any music in the hospitality areas will be played at background levels after the main showdown times.

Annex 2 – Conditions consistent with the Operating Schedule

**TRAFFIC**

82. A comprehensive and satisfactory traffic management plan (TMP), including full details of ingress and egress management should be supplied if requested by the SAG for all events over 15,000 capacity. This must be agreed by SAG [MPS, LBH (and other impacted local traffic authorities), TFL (as traffic authority and for Underground and Buses) and rail].
83. The TMP (if required by SAG) must be supported by a traffic management order (TMO) which will provide the lawful authority for all road closures and traffic diversions. This must have been approved by SAG.
84. Implementation, management and enforcement of the TMP and TMO must be by adequately trained stewards.

**THE PROTECTION OF CHILDREN**

85. There shall be a welfare point (or equivalent area) for the reporting and management of lost children. The welfare point will be staffed by trained (and appropriately certified by the Criminal Records Bureau) members of staff who will be in radio contact with the head steward and the safety co-ordinator.
86. Steps to address the protection of children will be identified in the EMP.
87. Age restricted films indicating nudity or semi-nudity will not be shown in the presence of children.
  - a. The Licensee shall ensure that no person below the relevant age shall be permitted to view or participate in any performance subjected to age-related restrictions. Such steps will be set out and agreed as part of the EMP.
  - b. Admission of children to the exhibition of any film must be in accordance with the recommendations of the British Board of Film Classification for that film. Where permission has been given by the Licensing Authority to show a film not classified by the British Board of Film Classification, the requirements made by the Licensing Authority for the admission of children to the exhibition of that film must be followed.
88. The Licence Holder shall ensure that no person below the relevant age shall be permitted to view or participate in any performance which is the subject of age-related restrictions. Such steps will be set out and agreed as part of the EMP.

**MISUSE OF ALCOHOL BY MINORS**

89. The Designated Premises Supervisor will ensure that all bar staff are trained and fully aware and compliant of age verification procedures and requirements for alcohol sales.
90. The MPS expects the promoter to operate a robust Challenge 21 policy with regards to the sale of alcohol on site. There should be sufficient provision by appropriately trained and accredited staff to deal with any U18's requiring assistance.
91. Alcohol may only be sold to individuals over the age of 18 with valid proof of identification with one of the following:

Annex 2 – Conditions consistent with the Operating Schedule

- A valid passport
- A photo driving license issued in a European Union Country
- A proof of age standard card system
- A citizen card, supported by the Home Office

**FINAL STATEMENT**

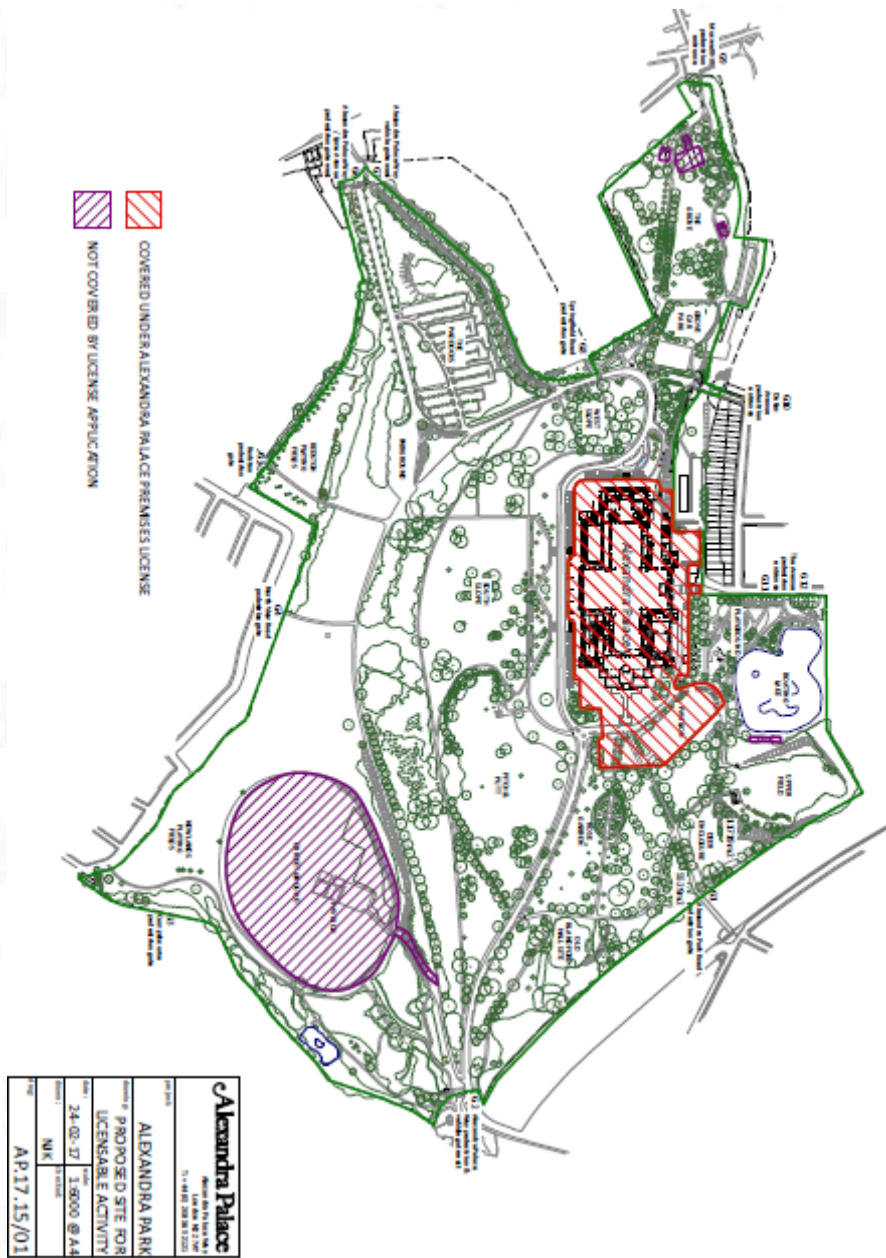
The Licensing Authority reserves the right where it reasonably considers that one or more of the conditions have not been met to its reasonable satisfaction then approval of the EMP for the event will not be given.

Annex 3 – Conditions attached after a hearing by the licensing authority

**Resolved 20<sup>th</sup> April 2017**

1. No more than 30 events to take place in a calendar year.
2. Of the 30 events the maximum sound levels measured as a LAeq over any 15 minute period 1 metre from the façade of a sensitive premises shall not exceed 75dB(A) for 3 events, 65 dB(A) for 4 events and 55 dB(A) for 23 events
3. For the events where the maximum sound level is 75dB (A) LAeq 15 min this will apply only to the headline artist and lower levels will apply for supporting artists.
4. Low frequency noise shall be controlled so as not to cause a nuisance.
5. Sound tests shall be carried out in conjunction with the Council's Enforcement Response team before the event. This will determine the maximum levels that can prevail at agreed monitoring positions so as to ensure compliance with the maximum noise levels.
6. All events with a capacity of over 5,000 shall be approved by the Safety Advisory Group (SAG).
7. No outdoor event with a capacity above 20,000 to be held on the same day as an unrelated indoor event with a capacity above 5,000.
8. The maximum capacity for any one event with a capacity above 5,000 is to be agreed by the SAG.
9. Any film going beyond 2300 hours to be viewed with headphones and to be otherwise inaudible from its commencement.
10. On all events over 20,000 capacity when on site car parks are not available a traffic management system shall be agreed with the Highways Authority in advance of the event and shall be put in place along the following roads:-
  - Redston Road, Warner Road, Danvers Road, Linzee Road, Park Avenue North, Clovelly Road, Priory Avenue and Baden Road.
11. At least 4 months notice will be given to the SAG, Local Authority and Police for all events with a capacity of 15,000 and above.
12. No Circus events shall take place in the Paddocks car park.
13. The Noise Management Plan will include build up and breakdown.
14. For all events where the SAG considers it necessary a security team will be based along Bedford Road.

Annex 4 – Plans





## Appendix 3 – Representations from Residents



**LICENSING ACT 2003 - REPRESENTATION FORM**

To make a representation in respect of an application for a Premises Licence or Club Premises Certificate please complete the following form. For representations to be considered relevant they must relate to one or more of the four "Licensing Objectives" (listed below).

Please note all representations will be made available for applicants to view. If you make a representation objecting to the application it is likely that you will be called upon to attend a hearing and present your objection before a Licensing Committee.

<p><b>Personal Details</b></p> <p>Name.. GORDON HUTCHINSON.....</p> <p>Address.....</p> <p>.....</p> <p>.....</p> <p>Postcode</p>
---

<p><b>Licence application you wish to make a representation on</b></p> <p><i>You do not need to answer all of the questions in this section, but please give as much information as you can:</i></p> <p>Application Number.....</p> <p>Name of Licensee.. ALEXANDRA PALACE TRADING LIMITED</p> <p>Name of Premises (if applicable).. ALEXANDRA PARK</p> <p>Premises Address (where the Licence will take effect).....</p> <p>..... ALEXANDRA PALACE</p> <p>..... ALEXANDRA PALACE WAY</p> <p>Postcode.. N22 7AY</p>
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<p><b>Reason/s for representation</b></p> <p><i>Under the Licensing Act 2003, for a representation to be relevant it must be one that is about the likely effect of the application on the promotion of the four licensing objectives. Any representations that are considered to be vexatious or frivolous will not be considered (please see Haringey Council's leaflet <b>Variations, Representations and Appeals for Premises Licences and Club Premises Certificates</b>).</i></p> <p><i>Fill in reason/s for your representation in the space provided under each Licensing Objective it relates to.</i></p>
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**The Prevention of Crime and Disorder**

**Public Safety**

Frequent use of vehicles across open grassland in the park, which would be required for setting up and taking down event facilities, presents a significant risk to park users, particularly children. See the attachment for further explanation.

**The Prevention of Public Nuisance**

The holding of unlimited numbers of events with up to 600 attendees would lead to 1) park users being deprived of their customary activities in the park, and 2) the creation of noise, litter, light and air pollution in the park and surrounding areas which in its frequency and cumulative effect would comprise a public nuisance. The requested increase in allowable noise levels for large events would cause a serious nuisance to local residents and is not justified. See the attachment for further explanation.

**The Protection of Children from Harm**

I, GORDON HUTCHINSON, hereby declare that all information I have submitted is true and correct.

Signed:

\_\_\_\_\_

Date: 16 May 2021

Please email the completed form to [licensing@haringey.gov.uk](mailto:licensing@haringey.gov.uk).

## **Application for variation to Premises Licence by Alexandra Palace Trading Limited**

### **Representation by the Friends of Alexandra Park**

This representation is made on behalf of the Friends of Alexandra Park, a member organisation established in 2006 with aims to promote and protect Alexandra Park, the grounds around Alexandra Palace. The Friends group has a membership of 330 households, including local residents and supporters of the park living in other parts of London.

The application by Alexandra Palace Trading Limited (APTL) seeks 3 variations to the existing premises licence for Alexandra Park. We support the first variation viz to bring the Pavilion and East car parks under the Park licence. However we object to the second variation viz. the absence of a limit on the number of small events which can be held in the park on the grounds of the public nuisance a large number of such events could cause. We also object to the third variation viz an increase in the number of days when high noise levels are allowed. The application gives no justification of the need for these noise levels which cause substantial nuisance to residents living near to the park. There are other concerns about environmental impact, but these are not relevant to the licence application.

Alexandra Park is a large park which is noted for its areas of woodland, open grassland, wildlife, views and history, and which usually receives 3 million visits per year, though this rose to 5 million visits in 2020. It is used for picnics, running, walking and cycling, sports, nature observation and the relaxation which an open green space can provide. Much of this activity is regular: a vital part of local people's daily or weekly routines. At a time when the council expects to construct thousands of new homes in Wood Green, without any large open spaces, it is vital that Alexandra Park remains a green open space to support the well-being of those additional residents.

As a primarily natural, green open space, the park has no permanent facilities or infrastructure to support events, so even relatively small events require the erection of stages or screens, catering facilities, fencing and toilets, which in turn means days of vehicles and equipment traversing the park. As the application seeks to be allowed to use the park for an unlimited number of events each year, there is the prospect at least in the summer months of this sort of disturbance and reduced access to the open space occurring on an almost continual basis. This turns what might be regarded as an inconvenience to park users when occasional into a **nuisance for substantial numbers** of people: a disruption of normal life as significant as sleep disturbance due to excessive noise.

We do not believe that the applicant's current management has the intention of holding such a large number of events, but managements and circumstances change and if the current application is approved, such a nuisance to the public who visit and use the park is perfectly possible. We suggest imposing a limit, of say, 250 event days per year for small events, which would enable the management to run the number of small events which the

park could accommodate without undue disruption to the usual level of park visitors: for example a drive-in cinema for the 150 days of the summer period, plus another event somewhere in the park on a majority of the days in the summer period. This limit would at the same time prevent the introduction of the number of events which would cause serious disruption to the majority of other park users.

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