

5. REPORT

Background

5.1 An application for a new Premises Licence, by The Tottenham Community Festival and Carnival/Nick Price in respect of The Tottenham Community Festival and Carnival on the 18th June 2011 under the Licensing Act 2003.

5.2 **Details of the application being sought under a new Premises Licence APP1**

Provision of regulated entertainment, Live Music, Recorded Music, Performance of dance, anything of a similar description to that falling within (e), (f) or (g)

Saturday 18th June 2011 1200 to 1900 hours

Provision of entertainment facilities for dancing and entertainment of a similar description to that falling within (i) or (j)

Saturday 18th June 2011 1200 to 1900 hours

Supply of Alcohol

Saturday 18th June 2011 1200 to 1900 hours

Opening Hours

Saturday 18th June 2011 1200 to 1900 hours

5.3 **General-all four licensing objectives**

The organisers work with key partners involved in the event on a year round basis to deal with pre planning, after event brief and forward planning. The site is designed to ensure maximum security and safety in the main areas, which include, Main Stage, Children's Youth and Elders area. The free event programme, which is distributed at all entrances to the site and at all information points, gives the public information regarding evacuation procedures, location of Main Control Point, Help points, First Aid, Lost Children information and guidelines. The event employs a security team who liaise throughout the event with organisers and the Metropolitan Police and employs an Exit Strategy to aid crowd dispersal after the event has finished.

5.4 **Crime and Disorder**

50 SIA security personnel will be employed for the event—the team also attend pre planning security meetings with the organisers and the Met, the last meeting being on site the day before the event. The Met attend planning meetings with organisers for many months before the event and deploy teams of officers on the day. A control unit is located in the centre of the park, equipped with CCTV. A police unit is also located at Risley School for surveillance purposes. A briefing is held on the morning of the event and

additional meetings are called throughout the day as required. Decision making power to close or evacuate the site lies with the Metropolitan Police.

5.5 Public Safety

Entrance to the site is restricted to two controlled entry points (Gate 2 and Gate 5). Both entry points employ Knife Arches, operated by Security Personnel. All exit points are clearly marked and accessible to the public. No vehicles movement is permitted on site (except emergency vehicles). A highly visible Control Point, equipped with CCTV is located in a central position to assist the public. Stewards and security personnel are easily identifiable to assist the public. First Aid and Fire Safety teams are on site for the duration of the event. All stages employ crowd control barriers and visitor numbers entering and exiting the park are monitored by dedicated personnel using a clicker system, the figures are relayed at regular intervals to security control to ensure the capacity figures remain at under 8000 at any one time.

5.6 Public Nuisance

The event employs a 'no dogs except guide dogs' entry policy. Motorcycles or bicycles are not permitted. Public Address Systems are located on designated stages only; no sound systems are permitted at any other location in the park. All stall holders or organisations attending the event have agreed to abide by Haringey Council's Equal Opportunities Policy in relation to products sold or information being distributed. The Metropolitan Police monitor the festival site and surrounding areas throughout the day and oversee crowd dispersal at the end of the event. Organisers will monitor PA system throughout the day and will deal with any local resident issues should they arise on the day.

5.7 Child Protection

The Children Centre Haringey, provide CRB checked personnel to staff the Lost Children's Area for the duration of the event. Children's activities are located in one area which is serviced by an existing playground; both areas are closely monitored throughout the day by security personnel and staff. The event programme clearly details the actions to take in the event of a member of the public becoming separated from a child. All performers are made aware that the event is a family occasion and creative material must reflect this.

6. RELEVANT REPRESENTATIONS (CONSULTATION)

Responsible authorities:

6.1 Comments of Metropolitan Police

There is a letter of explanation to the applicants and the Licensing Authority. There is also a letter of representation **APP 2**

6.2 Comments of Enforcement Services:

Environmental Health Officer

Have made representations. **APP 3**

Building Control

Have made representations. **APP 4**

6.3 Fire Officer

Have made representations against the application, but this has now been withdrawn subject to the applicants making amendments to the EMP. **APP 5**

6.4 Planning Officer

Have no objections to this application

6.5 Comments of Child Protection Agency or Nominee

Have no objections to this application

7.0 Interested Parties

No letters of representation have been received against this application.

8.0 Financial Comments

The fee which would be applicable for this application was **£1100.00**

9.0 Licensing Officers Comments

The Metropolitan Police have submitted a letter that outlines their involvement in policing this event. The letter is notifying the applicants that they need to fully take on board and show how they intend to manage the crowd control in terms of security and stewarding.

A statutory meeting has taken place to enable the organisers to explain their event and show that they are able to operate an event with regard to the licensing objectives. There are a number of issues that have not been agreed upon including the security arrangements.

These were submitted on the last day of the consultation period and the RAs will need to consider the document and inform the panel if they are satisfied with the proposals put forward.

It is fair to say that the main concern is relating to public safety. Last year the event was affected by gang members accessing the event and then causing fear for those in attendance as they pursued each other across the event space. The minutes of last year's debrief meeting at attached at **APP 6**.

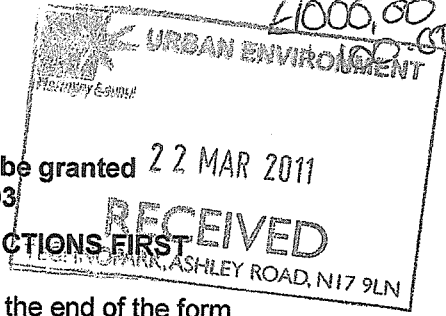
The minutes of the last statutory meeting are attached at **APP 7**.

The Applicants response to the representations by Responsible Authorities is attached at **APP 8**.

APPENDIX 1

APPLICATION

AG1002370
£1000.00



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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

I/We The Tottenham Community Festival and Carnival
(Insert name(s) of applicant)

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

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description Bruce Castle Park Off Lordship Lane Tottenham London			
Post town		Post code	N17

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

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as
Please tick yes

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i. as a limited company please complete section (B)
 - ii. as a partnership please complete section (B)
 - iii. as an unincorporated association or please complete section (B)
 - iv. other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)

- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

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

- Please tick yes
- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
 - I am making the application pursuant to a
 - statutory function or
 - a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

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

SECOND INDIVIDUAL APPLICANT (if applicable)

<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	

Current postal address if different from premises address			
Post Town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

(B) OTHER APPLICANTS

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

Name The Tottenham Community Festival and Carnival / Nick Price
Address Charity - PO Box 51420 Tottenham London N17 6ZE Nick Price - Chair The Studio 667 High Road London N17 8AD
Registered number (where applicable) 1124324
Description of applicant (for example, partnership, company, unincorporated association etc.) Registered Charity - No 1124324
Telephone number (if any) 07932 668 277
E-mail address (optional) nicky@tottenhamcarnival.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

Day Month Year
1 8 0 6 2 0 1 1

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

Day Month Year
1 8 0 6 2 0 1 1

Please give a general description of the premises (please read guidance note 1)
Bruce Castle Park , located on Lordship Lane ,N17 is a public park , housing Bruce Castle Museum . The location has hosted the festival since 1997 , 2010 being the 13th year of the event.

Proposed activities on the day ;

- 1 Main Music Stage
2. Youth Stage and Youth Activities area
3. Latin / World music stage and Dance Area
4. Childrens's area , including indoor stage , childrens entertainers.
5. Elders Area , including music stage and performances.
6. Inclusion Zone , hosting activities , music stage and activities for disabled members of the community.
7. Registered Hot Food Vendors x 12- details will be submitted to Env Health on confirmation of attendance.
9. Community Organisations and Information Stalls.
10. A business Village - marquees x 12 (3M X 3M)
11. Royal Navy and Army activity areas.
12. Funfair - managed by Mannings fun fair
13. Sports activities on existing courts in park(subject to agreement with space manager)
14. Table Top Stalls , including bric -a-brac , arts and crafts ,local organisations.
15. Bar area

Site Information

1. The event employs a non fee paying entry policy.
2. A 'no dogs' except guide dogs policy is employed on the day
3. The Public are not permitted to take glass /bottles/cans onto the site - facilities for confiscation of any items found will be located at the 2 main entry points.
4. There are two designated entry points onto the site - GATE 2 and GATE 5 both are controlled areas and employ Knife Arches , operated by Professional security teams.
5. St Johns Ambulance personnel x 10 with 2 mobile units , 2 treatment locations on site , 1 Ambulance on Site
- 6 WC provision for event - 16 portaloos 3 x disabled portaloos on site
6. Bruce Castle Museum also provides wc facilities - 1 x disabled toilet , 2 x female wc's , 2 x Male Wc's.
7. The event employs Brace Security x 50 SIA personnel for security provision.
In Addition , a further 30 stewards will be on site on the day.
8. Capacity for event - under 8000
- 9 . The Met have been notified about the date of the event- a number or pre event op's meeting will take place , with a final meet on Site with Organisers and security teams in the week prior to the event (unless otherwise notified)
10. Provision of additional Marquees will be provided in case of increment weather.
11. All generators on site will be diesel based and earthed.
- 12 . Risk Assessments for the Carnival Parade and Bruce Castle park site attached

13. Phoenix Fire Event Services (2 personnel) will be on site from 10.00am to 19.30hrs to ensure fire safety regulations are adhered to pre , during and after event

BRUCE CASTLE MUSEUM

Bruce Castle Museum is open to the public from Wed - Sunday from 1pm - 5pm - on the day of the event the museum will open at 100pm as standard and will host activities on the front lawn outside the museum.

The UPPER FLOORS of the museum will be closed to the public for the duration of the event and the floor plans for evacuation of the building are attached.

FOOD VENDORS

All hot food vendors will need to be Corgi Registered if using Gas and LPG cylinders will be stored in a desinated secure caged area

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

7999

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

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

Provision of regulated entertainment

Please tick yes

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

Provision of entertainment facilities:

- | | |
|---|-------------------------------------|
| i) making music (if ticking yes, fill in box I) | <input type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J) | <input checked="" type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K) | <input checked="" type="checkbox"/> |

Provision of late night refreshment (if ticking yes, fill in box L)

Supply of alcohol (if ticking yes, fill in box M)



In all cases complete boxes N, O and P

A

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

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) Flat screens powered by laptops located in marquees screening promotional style short educational/marketing dvds made by local organisations.		
Mon					
Tue			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

C

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

D

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

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Amplified music on stages and in Food Area Amplified music on stages in marquees - Childrens Area / Pensioners Area / Inclusion Zone/Latin Dance Tent/Youth and Main Stage Areas		
Mon					
Tue			State any seasonal variations for the performance of live music (please read guidance note 4)		
Wed					
Thur			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat	12pm	1900			
Sun					

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Recorded music will be played throughout the duration of the licence application.		
Mon					
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat	1200	1900			
Sun					

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Latin Dance tent School / Youth /Adult performers on stages		
Mon					
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat	1200	1900			
Sun					

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)</p>			<p><u>Please give a description of the type of entertainment you will be providing</u> Circus Style performances on grass</p>		
Day	Start	Finish	<p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)</p>	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<p><u>Please give further details here</u> (please read guidance note 3)</p>		
Wed					
Thur			<p><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)</p>		
Fri					
Sat	1200	1900	<p><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 5)</p>		
Sun					

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

J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			<u>Will the facilities for dancing be indoors or outdoors or both – please tick</u> (see guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give a description of the facilities for dancing you will be providing</u> Latin Dance Marquee located beside the Latin Stage		
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue					
Wed			<u>State any seasonal variations for providing dancing facilities</u> (please read guidance note 4)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	1200	1900			
Sun					

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment facility you will be providing</u>		
Day	Start	Finish	<u>Will the entertainment facility be indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed					
Thur			<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u> (please read guidance note 4)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

L

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

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat	1200	1900			
Sun					
			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)		

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

Name Nicky Price	
Address The Studio 667 High Rd Tottenham London N17 8AD	
Postcode	N17 8AD
Personal Licence number (if known) LN 00001548	
Issuing licensing authority (if known) London Borough of Haringey.	

N

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

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4)
Day	Start	Finish	
Mon			<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5)
Tue			
Wed			
Thur			
Fri			
Sat	1200	1900	
Sun			

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

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

The organisers work with key partners involved in the event on a year round basis to deal with pre planning , after event brief and forward planning. The site is designed to ensure maximum security and safety in the main areas which include , Main Stage ,Children's Youth and Elders area. The free event programme , which is distributed at all entrances to the site and at all information points gives the public information regarding evacuation procedures , location of Main Control point, Help points,First Aid , Lost children information and guidelines . The event employs a security team who liaise throughout the event with organisers and the Metropolitan police and employs a Exit Strategy to aid crowd dispersal after the event has finished

b) The prevention of crime and disorder

50 SIA security personnel are employed for the event - the team also attend pre planning security meetings with organisers and the Met , the last meeting being on site the day before the event.The Met attend planning meetings with organisers for many months before the event and deploy teams of officers on the day.A control unit is located in the centre of the park , equipped with CCTV . A police unit is also located at Risley School for surveillance purposes . A briefing is held on the morning of the event and additional meetings are called throughout the day is required. Decision making power to close or evacuate the site lies with the Metroploitan Police.

c) Public safety

Entrance To the site is restricted to two controlled entry points (Gate 2 and Gate 5) . Both entry points employ Knife Arches , operated by Security Personnel . All exit points are clearly marked and accessible to the public. No vehicles movement is permitted on site (except emergency vehicles) . A highly visible Control point , equipped with CCTV is located in a central position to assist the public . Stewards and security personnel are easily identified to assist the public. First Aid and Fire Safety teams ae on site for the duration of the event. All stages employ crowd control barriers and visitor numbers entering and exiting the park are monitored by dedicated personnel using a clicker system, the figures are relayed at regular interavals to security control to ensure the capacity figures remains at under 8000 at any one time.

d) The prevention of public nuisance

The event employs a 'no dogs except guide dogs' entry policy . Motorcycles or bicycles are not permitted . Public Address systems are located on designated stages only , no sound systems are permitted at any other location in the park.All stall holders or organisations attending the event have agreed to abide by Haringey Council's Equal Opportunities Policy in relation to products sold or information being distributed.The Metropolitan Police monitor the festival site and surrounding areas throughout the day and oversee crowd dispersal at the end of the event. Organisers will monitor PA system throughout the day and will deal any local resident issues should they arise on the day.

e) The protection of children from harm

The Childrens Centre Haringey, provide CRB checked personnel to staff the Lost Childrens Area for the duration of the event. Childrens activities are located in one area which is serviced by an existing playground, both areas are closely monitored throughout the day by security personnel and staff. The event programme clearly details the actions to take in the event of a member of the public becoming separated from a child. All performers are made aware that the event is a family occasion and creative material must reflect this


Please tick yes

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

IT IS AN OFFENCE, LIABLE ON 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

Part 4 – Signatures (please read guidance note 10)

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

Signature	
Date	March 18 th 2011
Capacity	Applicant

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

Signature	
Date	
Capacity	

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

Post town		Post code	
Telephone number (if any)	07940 254 202		
If you would prefer us to correspond with you by e-mail your e-mail address (optional) annie@tottenhamcarnival.co.uk- Event Manager			

Notes for Guidance

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

Tottenham Carnival

Tottenham Community Festival And Carnival
PO.Box 51420 London N17 6ZE
Web:www.tottenhamcarnival.co.uk
e-mail:info@tottenhamcarnival.co.uk

The Tottenham Community Festival and Carnival 2011

Please find enclosed Premises License Application for the **Tottenham Community Festival and Carnival** which is scheduled to take place on:

Saturday June 18TH 2011 at Bruce Castle Park , N17 from 12noon – 19.00hrs

Capacity under 8000

The festival is preceded by a street Carnival procession, taking the following route;

Assembly point Eade Road (off Seven Sisters Rd) from 9.00am

Departure Time 11.00am

Arrival at Bruce Grove 13.00hrs (approx)

Route Seven Sisters Road , High Rd Tottenham , Bruce Grove .

The floats disperse on arrival at the junction of Bruce Grove and Lordship Lane and do not enter the festival site in Bruce Castle Park .

ENCLOSED

1. Premises Licence Application
2. Consent of Individual to being specified as Premises Supervisor
3. Risk Assessments
4. Site Plan

The Public Notice will be published in the Tottenham and Wood Green Journal 24th/03/2011 edition.

Notices will be sited at Bruce Castle Park for a period of 28 days , the closing date for submissions of any objections being April 15th 2010.

Should you require any further information at this point , please contact :

Nicky Price – Chair /Applicant - 07932 668 277

Annie Whyte – Event Manager – 07940 254 202
Community Festival and Carnival – Registered Charity no 1124324.

On behalf of the Tottenham

* Paymet recieved by hand 18/03/2011

Consent of individual to being specified as premises supervisor

Nick Price

I
[full name of prospective premises supervisor]

of

The Studio
667 High Road
Tottenham
London
N17 8AD

.....
[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

Premises Licence for one day community Festival Event - The Tottenham Community Festival and Carnival

.....
[type of application]

by

Nick Price

.....
[name of applicant]

relating to a premises licence n/a
.....
[number of existing licence, if any]

for

Bruce Castle Park
Lordship Lane
Tottenham
London
N17

.....
[name and address of premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by

Nick Price

[name of applicant]

concerning the supply of alcohol at

The Tottenham Community Festival 2009
Bruce Castle Park
Saturday June 19th 2011
from 1200 - 1900

[name and address of premises to which application relates]

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

LN 00001548

[insert personal licence number, if any]

Personal licence issuing authority

London Borough of Haringey

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed



Name (please print)

Nick Price

Date

18th March 2011

HEALTH & SAFETY NOTICE FOR ROOM HIRE

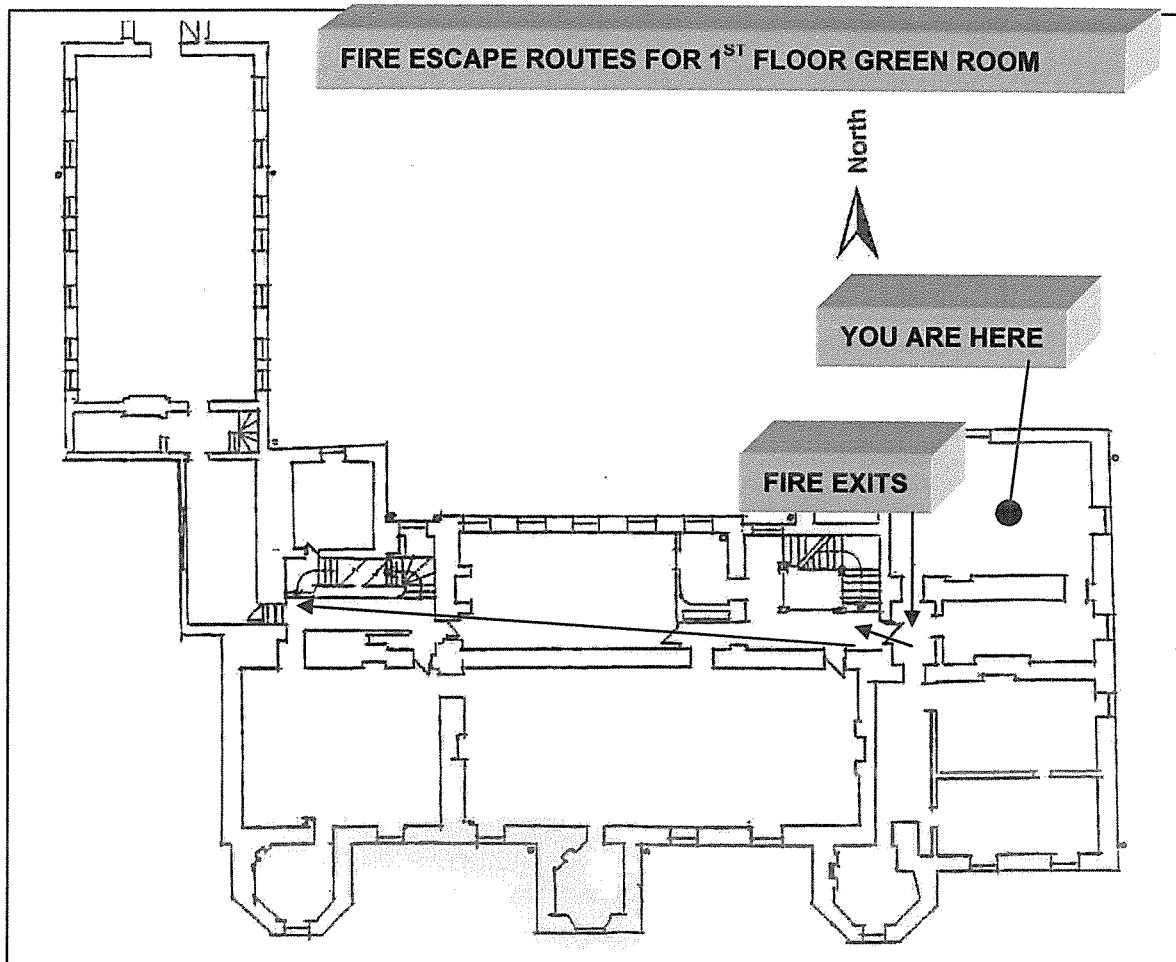
The Hirer shall comply in all respects with the requirements of all statutory authorities including the directions issued by the Council and the provisions of the Management of Health & Safety at Work Regulations 1999 and all other statutory instruments or regulations made which affect or govern the type of function being held at the premises.

It shall be the responsibility of the Hirer to familiarise himself/herself with the location of all entrances and exits to and from the premises including all fire and emergency exits and the location of any fire fighting equipment. The Hirer shall ensure that all entrances and exists are free of obstruction and can be safely used and that there are no obvious fire hazards on the premises.

The final fire exits are at the front and side entrances to the Museum. The meeting point is in the Park to the South East of the Museum, in front of the Parks Hut/Holocaust Memorial Garden.

The Hirer shall not admit or permit to the premises any articles or substances of an inflammable, explosive, dangerous, noxious or offensive nature. No unauthorised heating or lighting appliances shall be used on the premises without the previous written consent of the Council.

The Hirer must provide a list of attendees to the Fire Officer in Charge (please see notice board near activity room or ask one of the attendants).



HEALTH & SAFETY NOTICE FOR ROOM HIRE

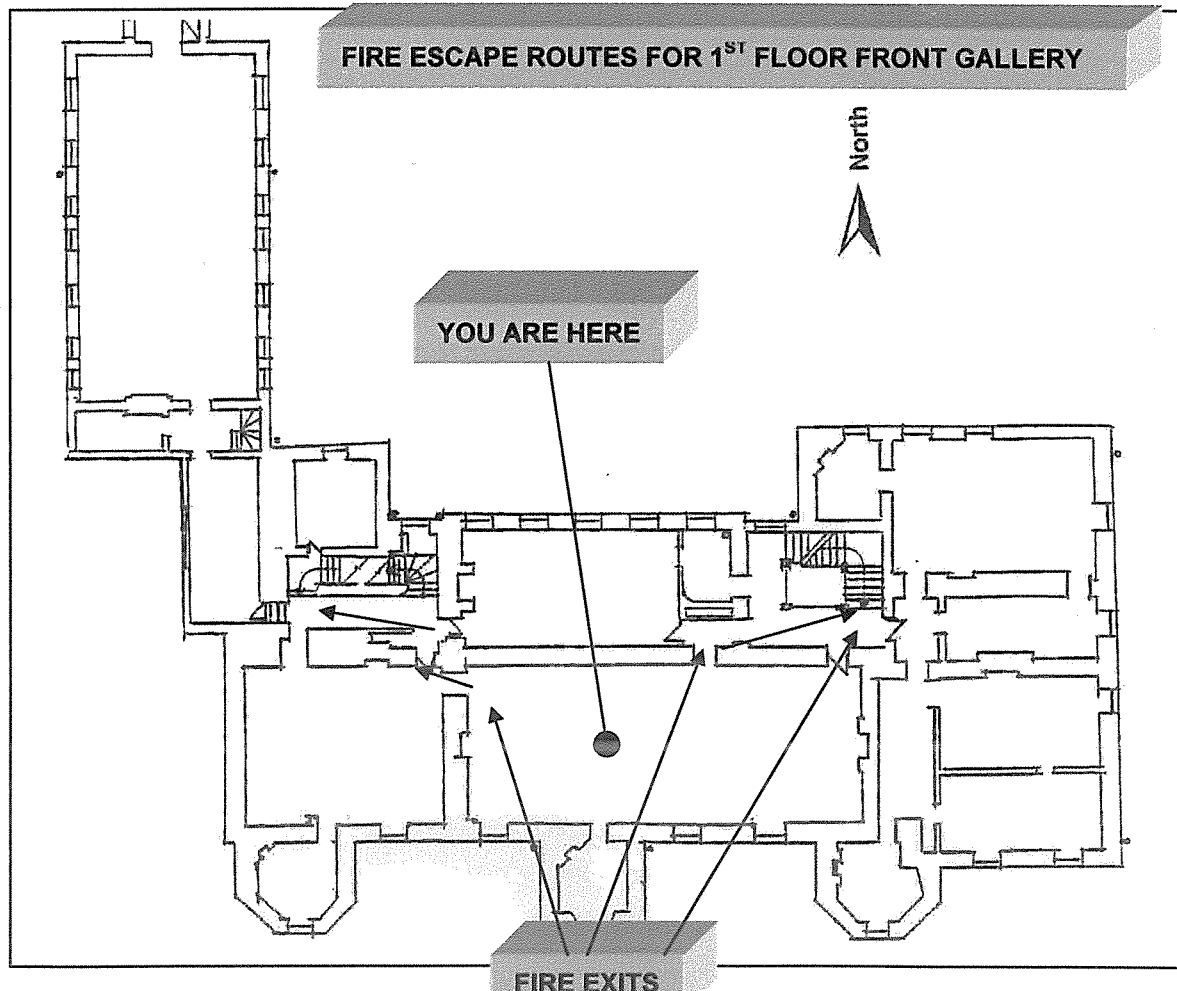
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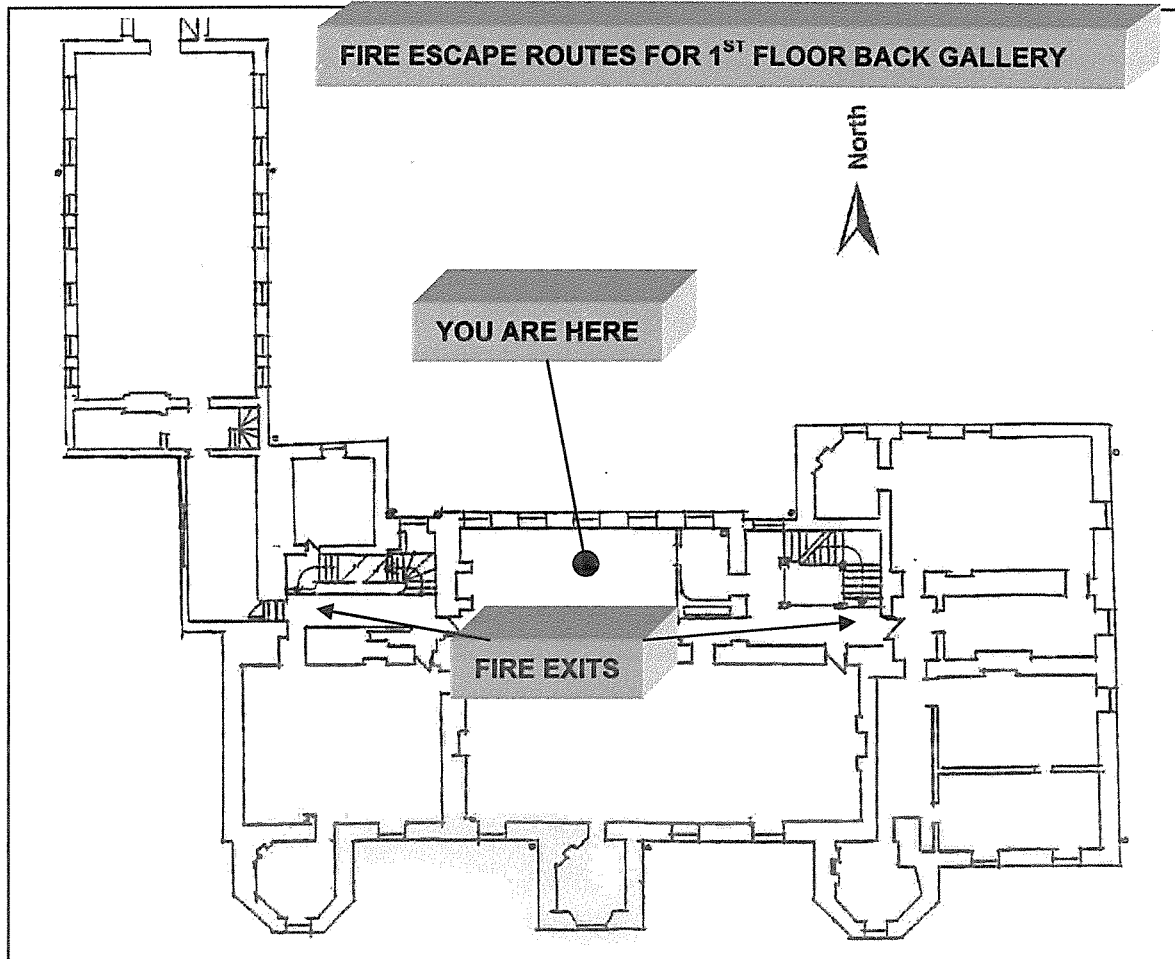
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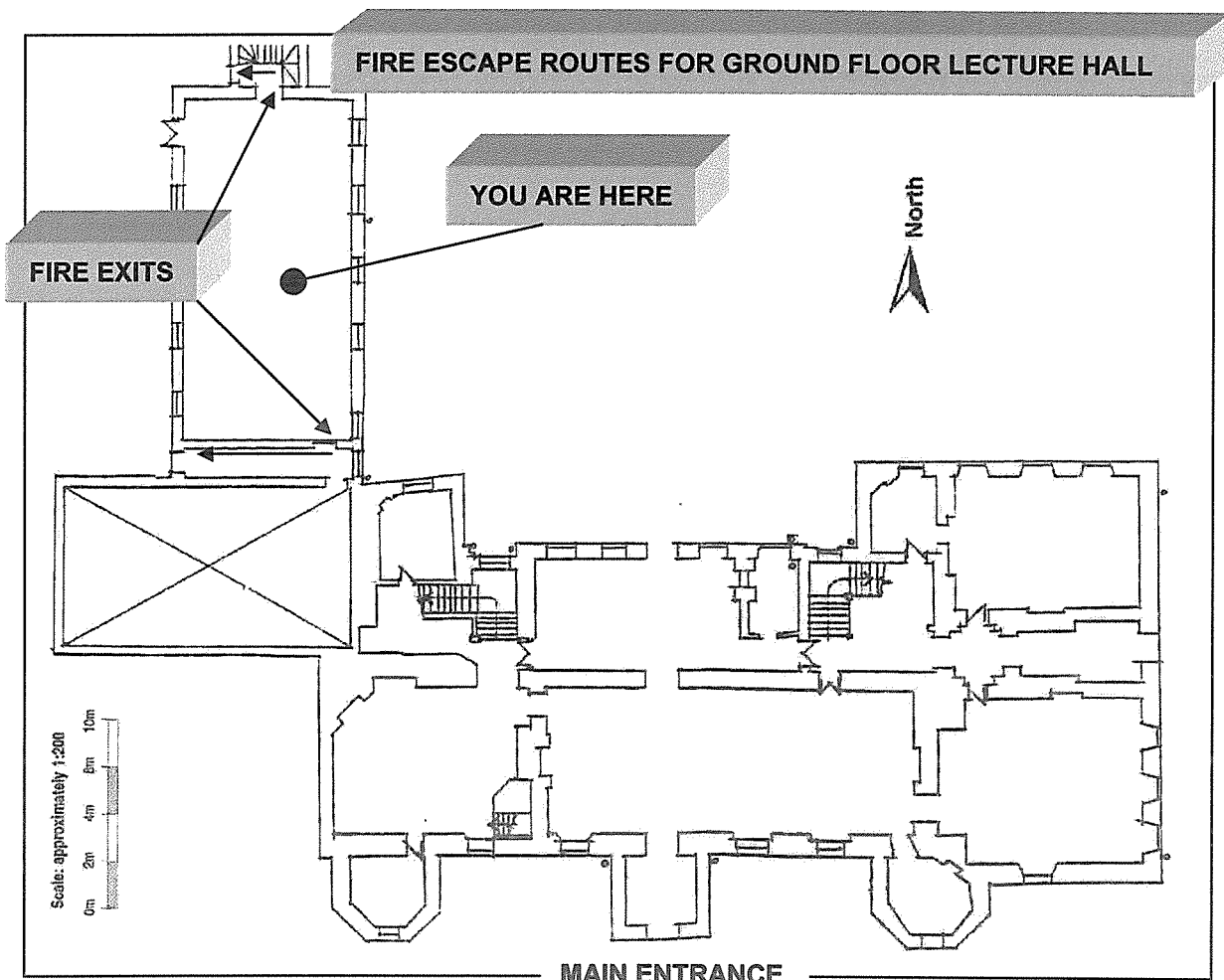
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RISK ASSESSMENT FOR TOTTENHAM CARNIVAL ROUTE FROM EADE ROAD TO BRUCE CASTLE PARK, TOTTENHAM N17

Risk/Hazard	Risk factor	Who affected?	Proposals	Risk factor
<u>AT EADE ROAD</u>				
RTA	Medium	Public/participants	One way traffic in Eade Road Numbered slots for lorries to park before beginning Stewards to guide lorries to allocated number slots Those in charge of performing units to be briefed to control people in their care All participants to remain on pavement until ready to start parade	Low
FUMES/FIRE	Medium	Public/participants	Stewards to instruct drivers to switch off engines when parked in Eade Road	Low
<u>EN ROUTE</u>				
ONCOMING TRAFFIC	High	Public/participants	Ensure that all participating Units have stewards walking on the far right hand side of participants wearing bright highly visible colours or arm bands	Medium
RTA Proximity of vehicles to Participants (Wheels etc)	High	Public/participants	Ensure that stewards are well briefed to make sure that participants remain behind and not beside vehicles	Medium
FUMES/FIRE Vehicles/ sound Equipment/generators	High	Public/participants/ Driver/Operators on vehicles	All vehicles to carry CO2 canisters and driver or operator instructed on how to use it generators must be diesel and must never be covered Ensure driver or operator has carried out H & S check And know about emergency procedures	Medium
ACCIDENTS/FALLS	High	Public/participants	First Aid Ambulance to follow route Recommend that all performing units have first aid Kits and named qualified First Aider	Low

RISK ASSESSMENT FOR BRUCE CASTLE PARK FESTIVAL EVENT -SAT JUNE 18TH 2011

HAZARD	WHO IS AFFECTED	PRE CONTROL ASSESSMENT	CONTROL MEASURE	POST CONTROL MEASURES
STAGING AREAS Trips and Falls	Public, Staff Performers	High	All cabling protected by cable ramps/cable ties by crews Build / Get out carried out by competent personnel Security in place to monitor/control crowd activity Crush Barriers at front of stages	Low
Crushing	Public	High		Low
FOOT AREA				
Crushing	Public	High	Security in place at all times	Low
Crowd Violence	Public, Staff	High	Extensive Police Presence CCTV	Low
CHILDREN AREA Abduc /Lost Accidents / falls	Children	Medium Medium	Competent Staff and security in place at all times Area Controlled by Children's Centre / HELP POINT in place For Parents / Carers/	Low Low
PENSIONERS AREA				
Theft / trips / falls	Elderly	Medium	Security at all times in place All cabling secured	Low
FOOD VENDORS				
Illness Fire	Public, Staff Public ,staff	High Medium	LBH pre informed of vendors on site All vendors to be checked for compliance with Food Safety Regs./Fire Regs. Registered vendors only permitted Separate WC facilities and Water source available	Low
MAJOR EMERGENCY/ EVAC				
	Public, Staff, children Elderly, performers	Medium	High Level of security Met Police will head up Evac Plan and hold full decision making power action. All staff and organisers in contact via walkie Talkie at all times / Evac plan in place	Low
THEFT/ ROBBERY				
	Public , Traders site equipment	High High	CCTV on site Police presence Security presence in areas of high risk Help point for incident report	Low Low
FIRE / ACCIDENTS				
	Public, staff, elderly Children	Medium	First Aid on Site Fire Marshalls On site / All stages equipped with CO2 units Evac procedure in place Stewards / Security in place at all times to direct public to exits	Low
PERSONAL SAFETY				
	Staff /performers	Medium	Controlled Entrance Points / security escorts	Low

TOTTENHAM COMMUNITY FESTIVAL AND CARNIVAL 2011

Additional Information for Fire Officer.

1. VENDORS

All vendors attending the event have been informed about adherence to current legislation regarding equipment.

The units will be checked on the morning of the event by Phoenix Fire Services.

Any additional cylinders will be sited in a safe place as documented in Premises Licence Application.

All bar-b – q units will be fronted by barriers.

Diesel generators only permitted on site

2. SPECIAL EFFECTS

There are no special effects, fireworks / pyro's taking place at the event.

3. SAFETY OFFICER/MEASURES

The License Holder, site co-ordinator and fire officers all ensure that safety measures are adhered to on build, duration of event and get out. A qualified electrician installs all generators (diesel only and earthed) and power sources (RCD protected)

4. PUBLIC ACCESS

The park has 8 points of entry / exit as standard on the premises.

Gate 2 and Gate 5 are used as the only entry points on the day. Gates are manned by security teams and employing knife arches and hand held security wands. The public are directed to these gates should they try and gain entry by any other gate in the park.

Gate 1, 3,4,6,7 are manned and act as EXIT points only.

Clickers are used by security teams on all exit and entry points to monitor crowd numbers. The details are communicated via radio at regular intervals by the gate crews to the security controller located in the main Control Unit in the park.

If the capacity number of 7999 is reached the public will not be permitted entry to the site until the numbers have decreased.

Bruce Castle Museum

The gallery and first floor areas are closed to the public for the duration of the event.

Staff will monitor numbers on entry to the museum.

Full information attached.

5. EMERGENCY VEHICLE ACCESS

Emergency vehicles access via GATE 5 and will be escorted by security crews onto and around the site to ensure public safety is not endangered.

No traffic congestion at GATE 5 as the approaching road (Church Lane) is closed to traffic for the duration of the event to allow ease of access to Fire and Emergency Services vehicles.

6. DISABLED ACCESS

There are no steps situated on any part of the site.

Bruce Castle Museum is fully accessible to wheelchair users.

The Inclusion Zone will include special matting for ease of access to wheelchair users.

The Inclusion Zone area is located near to GATE 2 and GATE 3 in the event of evacuation.

A specialist team is employed to manage the zone and will lead evacuation process.

Security teams will assist with evacuation on any other areas of the site.

7. SIGN OFF'S

All electrical installations will be signed off by a qualified electrician who will remain on site for the duration of the event.

8. SIGNAGE

Both designated entry and all exit points will be clearly identified on site.

In the event of an emergency security teams and the Metropolitan Police will employ the emergency plan as documented.

All escape routes will be kept clear for the duration of the event.

9. SKIPS

There are 2 skips on site located in the Food Vendors area (secured) and in the Park Rangers depot yard (staffed)

LICENSING ACT 2003 NOTICE OF APPLICATION FOR A PREMISES LICENCE

Notice is hereby given that Nicky Price 667 High Rd Tottenham London N17, has applied to the Licensing Authority of London Borough of Haringey for a Premises Licence to permit: Live Music, Recorded Music, Performance of Dance, Provision for facilities for dancing and supply of alcohol for consumption on the premises, between the hours of 12.00pm – 19.00hrs on Saturday June 18th 2011 for the premises Bruce Castle Park, situated at Lordship Lane, Tottenham London N17.

A register of licensing applications can be inspected at Licensing Team, Enforcement Service, Technopark, Ashley Road, Tottenham, N17 9LN.

Any person wishing to submit relevant representations concerning this application must give notice in writing to the London Borough of Haringey, Licensing team at the above address, giving in detail the grounds of the representation no later than 15th April 2011. The Council will not entertain representations where the writer requests that his identify remains anonymous. Copies of all representations will be included in the papers presented to the Licensing Authorities Sub Committee and will therefore pass into the public domain.

Representations must relate to one or more of the four Licensing Objectives: the prevention of crime and disorder, public safety, the prevention of public nuisance and the protection of children from harm.

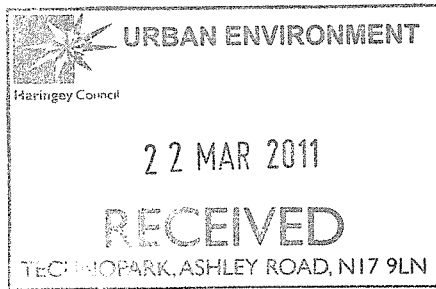
It is an offence liable on conviction to a fine up to £5000 under section 158 of the Licensing Act 2003 knowingly or recklessly to make a false statement in connection with an application.

Dated this 18th day of March 2011.

Signed

A handwritten signature in black ink, appearing to read 'Nicky Price', with a horizontal line underneath the name.

Nicky Price.



Tottenham Carnival

Tottenham Community Festival and Carnival
PO BOX 51420, London, N17 6ZE
Tel: 0208 808 9160 Mobile: 07967 336 234
HOT LINE 0208 801 4824
Web: www.tottenhamcarnival.co.uk
e-mail: info@tottenhamcarnival.co.uk
Charity Number: 1124324

Daliah Barrett
Licensing Team
Enforcement Service
Haringey Council
Technopark
Ashley Road
London N17 9LN

Dear Daliah Barrett,

Please find a cheque to the amount of £1000.00 enclosed with this letter for Tottenham Community Festival and Carnival Premises Application for Saturday June 18th 2011 - Bruce Castle Park - Capacity (at any one time) under 8000

Thank you for kind support.

Yours sincerely

Alan Strachan
Treasury Executive

President: David Lammy MP **Vice President:** Joanne McCartney **Chairman:** Nicky Price
Joint Vice Chair: Sally Sturgeon & Kevin Sukhdeo **Secretary:** Sheila Peacock
Joint Treasurers: Marva Gabbidon & Alan Strachan

Exit 6

Exit 7

Mannings Fun Fair

artist car-park

Exit 8

entrance to fair



Ambulance & 1st aid point

Backstage area
Main stage

Toilets

Main Vehicle Entrance
Gate 5

Use this Entrance

DEAF unlimited
provision
& wild bunch

Inclusion Zone

peoples world
carnival

TREE

Lost children

Security

Sponsors
Business
Village

Picnic area &
new kids
play area

Old time
stage & tent
Pensioners
Zone

Food area

Tables
stalls

Concl

new kids
play area

Carnival
latino

Old Olympia
forenoon theatre youth ORGS Youth services

Basketball
activities

Kids
Zone

Latin
stage

VESS... STAGE
VESS / youth zone

TOTTENHAM
HOTSPUR

SPUR sponsored activities

Toilets
and
Disabled
toilet

The
Journal

Bar &
Food Zone

Tennis
Tournament

Inclusion
Zone

TOTTENHAM
HOTSPUR



Point
info area

Bruce Castle

Gate 3

Use this
Entrance

Museum
Zone

Skip
water point

Pavilion

Bowling Gr

Exit 1

Lordship Lane

Exit 2

18.9m

APPENDIX 2

COMMENTS OF METROPOLITAN POLICE

Olson Kendra

From: Simon.J.Willmott@met.pnn.police.uk
Sent: 29 March 2011 09:49
To: Barrett Daliah
Subject: Tottenham Carnival 2011

Daliah Barrett

We look forward to working with the Organisers again for the 2011 Carnival & Procession and have the following comments to make with regards to changes required. As I am sure everyone is aware the Metropolitan Police (MPS) are having to review all its deployments at events to see if they are appropriate and necessary. With regards to organised events it is the responsibility of the Organisers to put in a safe and structured plan. The MPS will only become involved if it is necessary to Police any threat of crime and disorder.

Therefore, with this in mind, and looking back at the 2010 Carnival, we request the Local Authority to note the following with regards to the Licence Application for the event. These are changes, and additions, to previous years and are expected to work alongside the plans used in 2010.

- There should be sufficient Stewards to control the Procession. Police will assist the Procession to cross major junctions but not to take responsibility for it.
- The Control of the two entrance gates are to be the sole responsibility of the Event Security. This includes searching of persons, as appropriate, entering via the Gates.
- Herras fencing should be placed against the Park fencing in the following locations:-
 - Lordship Lane, from Church Lane to the brick wall
 - Church Lane, from the Museum car park to Gate 5
- The Funfair to be closed by 6.30pm

The LA should note that we do not intend Policing the inside of the Park and so expect the Event Security to have sole responsibility inside the Park. Police will enter if requested by Security to assist with an incident, investigate a crime, or if it is necessary to monitor groups.

Police Officers will patrol the Park environs to reassure the public attending the Carnival and to work with our partners in interacting with any groups attending the event.

Regards

Simon Willmott

Sergeant | Football & Events | Haringey Borough

MetPhone 710155 | **Telephone** 020 3276 0155 | **Mobile** 07785 370793 | **Fax** 020 3276 0140

Email simon.willmott@met.pnn.police.uk

Address Quicksilver Place, Western Road, Wood Green, London N22 6UH



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The Metropolitan Police Service is here for London - on the streets and in your community, working

05/05/2011

Olson Kendra

From: Simon.J.Willmott@met.pnn.police.uk
Sent: 20 April 2011 08:52
To: Olson Kendra
Cc: Barrett Daliah; Betts Keith; Building Control; Chris.Barclay@met.police.uk; Ade.Adelekan@met.police.uk
Subject: RE: Tottenham Carnival

METSEC CODE: PROTECTED

Kendra

With regards to the application by the Organisers for this event we have the following representations to make.

At the Statutory Meeting on the 8th April the Organisers failed to satisfy ourselves with regards to the overall Safety & Security of the event. We had advised them at the Debrief of the event in 2010 and again at a one-to-one meeting, on the 1st March, of our Policing plans for the event and the areas of responsibility that they should be focused on.

The Organisers have failed to submit a satisfactory EMP and without a detailed Security plan and, given the deadline of midnight tonight, we will not now have time to fully read and digest any EMP that might arrive later in the day. The fact that no proper EMP was prepared on the date of the Stat meeting or up until the deadline date of today gives us serious concerns about the ability of the Organisers.

The Security Plan, in particular, is a vital component of the EMP which should address the area of crime & disorder and without this we cannot support the event going ahead.

For your attention.

Regards

Simon Willmott

Sergeant | Football & Events | Haringey Borough
MetPhone 710155 | **Telephone** 020 3276 0155 | **Mobile** 07785 370793 | **Fax** 020 3276 0140
Email simon.willmott@met.pnn.police.uk
Address Quicksilver Place, Western Road, Wood Green, London N22 6UH

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From: Olson Kendra [mailto:Kendra.Olson@haringey.gov.uk]
Sent: 18 April 2011 11:54
To: Olson Kendra; Food Haringey; Malcolm Eubert; Osinaike Charley; Thorpe Christopher S - YR; Pearce Derek; 'firesafetyregulationNW@london-fire.gov.uk'; Planning Enforcement; Building Control; Parker Geoff C - YR; Boeuf Paul; Pearce Derek; Enforcement Response; Willmott Simon J - YR; Barnett Gavin - YR; Blumsom Diane - YR
Cc: Barrett Daliah; Smith Paul; Cheshire Rebecca; Anderson Chanel
Subject: FW: Tottenham Carnival
Importance: High