

[REDACTED]

From: Licence Leader [REDACTED]
Sent: 09 January 2023 19:50
To: Jacob Stokes [REDACTED]
Cc: [REDACTED]
Subject: Licensing Sub-Committee 10:30am on Friday 20 January 2023

CAUTION: This email originated from outside of the council. Do not click links or open attachments unless you are sure the content is safe.

Dear Jacob,

Please find attached the documents I am submitting on behalf of the applicant :

- a. Documents lodged pack

It should be noted that to date I have not received any copies of objections to this application, with the exception of those from Faye Pearson Environmental Health and these have now been mediated and an agreement signed off (Annex A to Documents lodged).

Kind regards
Rob

Rob Edge (Director)

Licensing Sub-Committee
10:30am on Friday 20 January

**Application by New Vision Events Ltd for a Premises
Licence
in respect of Bantock Park, Finchfield Road,
Wolverhampton, WV3 9LQ**

In support of the application lodged on behalf of the applicant

Introduction

This will be the second year for this popular event to take place last year at the same location, many lessons have been learned from that event, including a change of layout, wider distribution of letter drop to residents and more detailed information being disseminated to the local community. On the plus side, there was lots of positive feedback from local residents, a local Councillor, and many positive comments on social media.

We believe we have offered a comprehensive suite of conditions within the operating schedule, which will fully uphold the licensing objectives. There will be specific policies and procedures in place to ensure the premises site is well run, and as per last year, we will work closely with the Council's Events Management Team.

The following documents have been used for both the application and mediation and are attached :

- a) Signed mediation document with Environmental health
- b) Staff Training log
- c) Challenge 25
- d) Incident log book
- e) Refusals register
- f) Signage {consideration to neighbours}
- g) DPS Authorisations

Annex A

From Faye Pearson EHO
Environmental Health Commercial

To; Applicant

CC; Debra Craner Licensing

Date: 9th January 2023

Mediation Outcome

On 6th January 2023, a mediation meeting was held with the applicant to discuss proposed amended licence conditions, following representations by the Environmental Health Section, in regard to the Prevention of Public Nuisance in its capacity as a Responsible Authority. An email detailing the proposed amended licence conditions was sent to the applicant following this meeting. In a return of email dated 9th January 2023 from the applicant it has been indicated that they are in agreement with the proposed conditions.

Public Nuisance

In relation to Public Nuisance, it was agreed that the following conditions would be added to the Premises Licence replacing condition 1 and conditions 4-11 detailed in the application:

Pre-Event

To ensure residential amenity is suitably safeguarded the following information must be provided no later than 3rd March 2023:

1. A scaled plan-layout depicting the siting and orientation of P.A. and/or other loudspeaker systems, along with electrical power generators and air compressors where used. To be agreed by the Local Authority.
2. The appointed acoustic control consultant shall carry out a survey to determine the background noise levels (as defined by the Code of Practice on Environmental Noise Control at Concerts) at locations around the venue representative of the noise sensitive premises likely to experience the largest increase in noise/highest noise level as a result of the concert.
3. Predicted sound levels associated with all operational loudspeaker systems (expressed as L_{Aeq} 15 minutes) at residential premises located adjacent to the park 1m from the façade closest to the park and the most noise sensitive receptor positions.

4. Acoustic specifications of P.A. and other loudspeakers where utilised, including frequency-specific sound radiation characteristics.
5. Acoustic specifications of electrical power generators and air compressors.
6. Acoustic mitigation and control measures to ensure that a Music Noise Level, 65 dB L_{Aeq} 15 minutes, is not exceeded over the course of the event.
7. A scheme detailing how sound levels from the proposed event will be monitored over its duration.
8. Residents letter drop to be sent out 4 months, 2 months, and 14 days prior to event to alert them to the event details. The letter drop area to be decided in consultation with the Local Authority (no later than 3rd March 2023).
9. A hotline phone number to be set up so that local residents will be able to contact the event organisers on event days for information or with concerns about public nuisance. The hotline phone number will be circulated to residents in advance of the event as part of the letter drops.
10. The above matters need to be addressed by a competent acoustician, the credentials of whom shall be agreed by Environmental Health prior to 3rd March 2023.

During Event

11. A noise propagation test shall be undertaken at least 6 hours prior to the start of the event in order to set appropriate control limits at the sound mixer position. The sound system shall be configured and operated in a similar manner as intended for the event. The sound source used for the test shall be similar in character to the music likely to be produced during the event.
12. The Licensee shall ensure that the promoter, sound system supplier and all individual sound engineers are informed of the sound control limits and that any instructions from the noise control consultant regarding noise levels shall be implemented.

13. The appointed noise control consultant shall continually monitor noise levels at the sound mixer position and advise the sound engineer accordingly to ensure that the noise limits are not exceeded. The Licensing Authority shall have access to the results of the noise monitoring at any time.
14. Rehearsals and sound checks are permitted only between the following hours: 12:00 hrs to 22:00 hrs. Prior notification to be given to Environmental Health in regard to when these checks will be undertaken (at least 24 hours' notice).
15. Music from the event is permitted only between the following hours: 12:00 hrs to 22:00 hrs on 17th June 2023.
16. A record shall be kept of any monitoring, including the date, time, and location of monitoring; the name of the monitor; and any action taken.
17. Records shall be made available upon request by a police officer or an authorised officer of the Council.

Following Event

18. A post Event Noise Monitoring Report should be provided summarising noise levels throughout the event, any complaints received and how they were managed. To be provided to Environmental Health within 14 days of the event.

Applicant Signature: Redacted

Date 9 January 2023

I, Robert Edge, Licence Leader Ltd, on behalf of New Vision Events Limited for the Bantock Park Event, Wolverhampton agree to modify my premises licence application to include the above amendments/conditions in my operating schedule.

Environmental Health – Responsible Authority Signature: Redacted

Date 9th January 2023

Subject to the above amendments/conditions being added to the operating schedule Environmental Health agree this should negate the need for a hearing subject to no further representations from any other Persons/Responsible Authority.

Licensing Act 2003 - Staff Training

The training delivered to all staff will include, not least the following list below, and should also include the fact that staff fully understand all of the content.

➤ It is illegal to sell alcohol to anyone under the age of 18.
➤ It is illegal to sell alcohol to anyone 18 or over if they are buying on behalf of someone under the age of 18.
➤ All premises that sell alcohol must have a Premises Licence and a Designated Premises Supervisor
➤ Staff under the age of 18 must not sell alcohol unless each sale has been approved by the Personal Licence Holder or responsible person aged over 18
➤ The premises Licence holder must display the premises licence inside the premises in a public place
➤ If you are not sure that the customer is 18, ask for proof of age, use the Challenge 25 scheme. If you are not sure, refuse the sale and record in the Refusals Log
➤ Make sure you know the hours allowed within the licence for the sales of alcohol.
➤ Ensure you know all of the conditions within the operating schedule of the premises licence.
➤ Make sure the CCTV is always on and working when the premises is open and trading.
➤ Never serve anyone who is drunk
➤ Always offer 'free' water to anyone who has drunk too much
➤ No alcoholic drink shall be sold for consumption off the premises.
➤ No persons carrying open bottles shall be admitted to the premises at any time.
➤ A record of staff training in relation to the sale of alcohol will be kept on the premises and available to Police or Licensing Authority on request.

Staff that have been trained must sign below to confirm they have received the training.

Name	Date	Signature	Comments

Signed by the trainer/DPS/Personal licence holder.

Name (Print)	
Signature	
Date	

UNDER 25?



**IF YOU ARE LUCKY
ENOUGH TO LOOK UNDER
25 YOU WILL BE ASKED
TO PROVE THAT YOU ARE
AGED 18 OR OVER WHEN
YOU BUY ALCOHOL**

**IF YOU ARE UNDER 18
YOU ARE COMMITTING
AN OFFENCE IF YOU
ATTEMPT TO BUY
ALCOHOL**



drinkaware.co.uk
for the facts about alcohol

WWW.CHALLENGE25.ORG

Incident Log Book

**Please use a separate page in this log for each incident.
Do not put yourself or staff at risk, call 999 or 101 when
appropriate
Staff should write an entry whenever an incident occurs.**

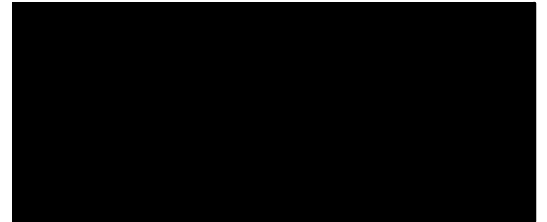


Incident Report Log		
Date of incident	Time of incident	
Location	Value of Losses/Damage	
Description of Incident		
Images available	YES/NO	Are still images available
Was it reported to West Midlands Police	YES/NO	Crime Number
If reported to West Midlands Police, was it reported at the time of incident or afterwards:-		
Which staff member was involved with this incident		
What further action has been taken by Premises Licence Holder		
Final comments;		

REFUSALS LOG

If a customer appears to be under 25 and fails to produce a valid ID photo, the sale should be **Refused** and recorded in this refusals log. Staff should write an entry whenever an age-related sale is refused.

No ID - No Sale

[illegible]

**LICENSING ACT 2003
CUSTOMER NOTICE**

**When leaving the premises
customers are requested to respect
the needs of local residents &
leave the premises quietly avoiding
any unnecessary disturbance
Thank You**

Designated Premises Supervisor (DPS) Authorisation for Sale/Supply of alcohol

I am the Designated Premises Supervisor (DPS), and the holder of a Personal Licence and I am the person in a position of authority at the premises.

I hereby authorise the following named personnel to sell and supply alcohol, to comply with the Licensing Act 2003.

This being either when I am present on the premises or in my absence. I can always be contactable on the following telephone number:

NAMES OF AUTHORISED PERSONS:

I, being a person named below am aware of and accept my responsibilities under the Licensing Act 2003 and will endeavour to comply in accordance with the licensing law and the licence conditions attached to the premises licence.

Name	Personal Licence Number (If Applicable)	Date	Signature

Designated Premises Supervisor - Authorisation.

Name:	
Personal Licence Number:	
Signature:	

➤ It is illegal to sell alcohol to anyone under the age of 18.
➤ It is illegal to sell alcohol to anyone 18 or over if they are buying on behalf of someone under the age of 18.
➤ All premises that sell alcohol must have a premises licence and a Designated Premises Supervisor
➤ Staff under the age of 18 must not sell alcohol unless each sale has been approved by the personal licence holder or responsible person aged over 18
➤ It is illegal to sell liqueur chocolates to anyone under the age of 16
➤ If you are not sure that the customer is 18 (alcohol) or 16 (liqueur chocolates, ask for proof of age
➤ I recommend you use a Challenge 25 scheme
➤ If you are still not sure, refuse the sale and record in the Refusals Log
➤ The premises Licence holder must display the premises licence on the premises in a public place