

Licensing Act Sub-Committee

Agenda

Date:	Tuesday, 3rd March, 2020
Time:	2.00 pm
Venue:	Committee Suite 2/3 - Westfields, Middlewich Road, Sandbach, CW11 1HZ

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and in the report.

It should be noted that Part 1 items of Cheshire East Council decision-making meetings are audio recorded and the recordings are uploaded to the Council's website.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Appointment of Chairman**

To appoint a Chairman for the meeting.

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda and for Members to declare if they have pre-determined any item on the agenda.

3. **Application for a new Premises Licence - Poynton Sports Club, London Road, Poynton, Stockport SK12 1AG (Pages 7 - 58)**

To consider an application for a Premises Licence by Daniel Humphreys in respect of Poynton Sports Club, London Road, Poynton, Stockport SK12 1AG.

THERE ARE NO PART 2 ITEMS

Membership: Councillors D Edwardes, H Faddes and I Macfarlane

For requests for further information

Contact: Julie Zientek

Tel: 01270 686466

E-Mail: julie.zientek@cheshireeast.gov.uk

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CHESHIRE EAST COUNCIL

Procedure for Hearings – Licensing Act 2003**The Licensing Committee**

The full Licensing Committee consists of fifteen elected Members of the Council. From this full Committee will be drawn sub-committees of three members to deal with licensing functions under the Licensing Act 2003. The Chairman and Vice Chairman of the Licensing Committee shall have the discretion to refer a matter up to a hearing of the full Licensing Committee.

Officers at Hearings

- **The Committee Officer** introduces all parties and records the proceedings
- **The Legal Adviser** provides independent advice to the Members on legal matters and procedure.
- **The Licensing Officer** will introduce the matter and outline the application; the officer will also answer any questions Members may have.

PROCEDURE

NOTE: If the Sub-Committee has not already elected a Chairman, that will be the first item of business.

1	Chairman	The Chairman will: (i) call the matter to be considered (ii) call for any declarations of interest (iii) ask all parties to introduce themselves (iv) summarise the procedure to be followed at the hearing (v) will consider any request made by a party for another person to appear at the hearing (v) will advise the parties of any maximum period of time in which it has to present its case (if a maximum is imposed this shall be equal for all parties)
2	Licensing Officer	Will introduce and summarise the application, highlighting areas of contention or dispute.
3	Committee Members	May ask questions of the Licensing Officer
4	Applicant	Will present his/her case, calling witnesses, as appropriate. <i>(If necessary, applicant will produce any notices required by law. Legal Adviser will draw attention to this if required.)</i>

5	Responsible Authorities (who have made representations)	Each in turn may ask <u>questions</u> of the applicant, by way of clarification.
6	Other Persons (who have made representations)	To be invited to ask <u>questions</u> of the applicant, by way of clarification. <i>It is normal practice for a spokesperson only to speak on behalf of a group of residents.</i>
7	Committee Members	Each in turn may ask <u>questions</u> of the applicant.
8	Applicant	May make a <u>statement</u> or ask his witnesses to clarify any matters which he feels are unclear, or may have been misunderstood.
9	Responsible Authorities	Will make their representations.
10	Applicant	Or his representative or witnesses to ask <u>questions</u> of Responsible Authorities represented at the meeting, by way of clarification.
11	Other Persons (who have made representations)	May ask <u>questions</u> of the Responsible Authorities represented at the meeting, by way of clarification. (Note: This is not the point at which they should be stating their objections.)
12	Committee Members	May ask <u>questions</u> of the Responsible Authorities represented at the meeting
13	Other Persons (who have made representations)	Those who have objected to the application will be invited <u>to make observations on the application</u> and present the bases of their objections.
15	Applicant	Or his representative or witnesses may ask <u>questions</u> of the other persons, by way of clarification.
16	Committee Members	May ask <u>questions</u> of the other persons.
17	Chairman	To invite both Responsible Authorities and Other Persons to make their closing addresses.
18	Applicant	Or his representative will <u>briefly summarise the application</u> and comment on the observations and any suggested

		conditions.
19	Committee	<u>Will retire</u> to consider the application. The Committee may request the Legal Advisor to advise on legal issues.
20	Committee	<p>Will return to <u>give its decision</u>, with reasons, which will be announced by the Chairman and subsequently confirmed in writing to the applicant and to all the parties that made representations.</p> <p>In cases where a decision cannot be given at the end of the hearing, parties will be advised of the decision within five working days.</p>

Notes

1. The hearing shall normally be held in public. There may be occasions on which the Committee find it necessary to exclude members of the press and public; any such decision will be taken on the basis that the public interest in doing so outweighs the public interest in the hearing, or that part of the hearing taking place in public.
2. The Chairman may require any person behaving in a disruptive manner to leave the hearing and may (a) refuse to permit that person to return, or (b) permit him/her to return only on such conditions as the authority may specify, but any such person may submit in writing any information which they would have been entitled to provide orally if they had not been required to leave.
3. Prior to the hearing each party shall have given notification and served documentation (eg statements of witnesses or reports of experts) as required. Late representations and evidence will only be considered with the agreement of all parties.
4. Anyone entitled to be heard may be represented by any person, whether or not that person is legally qualified.
5. Hearsay will be permitted but the Sub-Committee will be reminded to give it appropriate weight.
6. Due note shall be taken of the provisions of the Hearings Regulations 2005.
7. The Chair may, in the interests of expediency or convenience of the parties, vary the procedure from time to time, provided notice is given to the parties and the rules of natural justice are observed.

Summary of Procedure

1. Chairman appointed (if this has not been done previously).
2. Chairman to call for declarations of interest and request that all parties introduce themselves.
3. Chairman summarises the procedure for the hearing
4. The Licensing Officer summarises the application
5. Applicant to present his/her case.
6. Applicant to be questioned by all parties (to clarify points only) following which, he/she can clarify any other matters which he/she feels may have been misunderstood when the application was presented.
7. Applicant to be questioned by the Committee.
8. Responsible Authorities to make their representations following which they can be questioned by all parties by way of clarification.
9. Other Persons will be invited to present the bases of their objections, following which they can be questioned by all parties by way of clarification.
10. The applicant will be invited to sum up his/her case
11. Committee/Sub-Committee withdraws to make its decision
12. Committee/Sub-Committee returns to announce its decision to all present.



Working for a brighter future together

Licensing Act Sub Committee

Date of Meeting: 03 March 2020

Report Title: Application for a new Premises Licence at Poynton Sports Club, London Road, Poynton, Stockport, SK12 1AG

Senior Officer: Frank Jordan - Executive Director Places

1. Report Summary

- 1.1. The report provides details of an application for a Premises Licence, and the proposed operating schedule together with details of relevant representations received in relation to the application.

2. Recommendations

- 2.1. The Licensing Act Sub-Committee is requested to determine the application for a Premises Licence by Daniel Humphreys, in respect of:

Poynton Sports Club, London Road, Poynton, Stockport, SK12 1AG

- 2.2. Acting in the capacity of Licensing Authority, Members must seek to promote the Licensing Objectives. And where Members consider that matters have engaged one or more of the Objectives, they may exercise their discretion. The Licensing Objectives are:

- a) The prevention of crime and disorder
- b) Public Safety
- c) The prevention of public nuisance
- d) The protection of children from harm

- 2.3. Members of the Licensing Sub-Committee are reminded that they may not exercise discretion in any case, merely because it considers it desirable to do so. Careful consideration should be given to the application and the evidence presented by the parties in relation to the application for a new premises licence.

2.4. Finally, Members are also reminded that in determining the application, consideration also needs to be given to:

- a) The rules of natural justice
- b) The provisions of the Human Rights Act 1998

3. Reasons for Recommendations

3.1. The Licensing Act Sub-Committee has the power to determine this application in accordance with the provisions of the Licensing Act 2003 and the Council's Constitution, and provide the key reasons why the recommendation/s has been made. Link your reasons into appropriate council policies and corporate objectives.

4. Other Options Considered

4.1. Not applicable

5. Background

5.1. The application was received by the Licensing Authority and sent out for consultation on the 6th January 2020. The application is for a new Premises Licence under section 17 of the Licensing Act 2003.

5.2. The operating schedule indicates that the relevant licensable activities applied for are:

To permit the provision of Live Music Outdoors
Saturday 11th July 2020 10.00 – 23.00

To permit the Sale and Supply of Alcohol
Saturday 11th July 2020 12.00 – 23.00

For the consumption on the premises only.

5.3. Members should take into consideration the Licensing Act 2003 Schedule 1 (7A) whereby the provision of recorded music in an alcohol licensed premises for an audience of less than 500 people between the hours of 08.00 and 23.00 is not to be regarded as the provision of regulated entertainment for the purposes of Section 16.6 of the Guidance issued under Section 182 (Issued in April 2018) of the Licensing Act 2003. Additionally, any conditions attached to a licence that relate to deregulated entertainment would be suspended between the hours of 08:00 and 23:00,

provided that appropriate but relevant conditions are put in place as Members deem fitting.

5.4. A copy of the application form is attached as Appendix 1.

5.5. Responsible Authorities:

5.5.1. The Council's Environmental Protection team have proposed conditions which have not been agreed by the applicant at the time of writing. A copy of the conditions is attached at Appendix 2.

5.5.2. Cheshire Police have no objections to the application.

5.6 Other Persons:

5.6.1 The Council has received two representations from the public, which are set out at Appendix 3.

6. Implications of the Recommendations

6.1. Legal Implications

6.1.1. In accordance with the provisions of section 18 of the Licensing Act 2003 the Licensing Authority must, having regard to the representations, take such steps (if any) as it considers appropriate for the promotion of the licensing objectives. Section 18(4) provides that the authority may:

- I. Grant the licence subject to the relevant mandatory conditions consistent with the operating schedule
- II. Modify the application to such extent as the Authority considers appropriate for the promotion of the Licensing Objectives
- III. Exclude from the scope of the licence any of the Licensable Activities to which the application relates
- IV. Reject the application

6.1.2 Members are reminded that should any conditions be added, they should be practical, enforceable and appropriate to promote the Licensing Objectives.

6.1.3 Members are also reminded of the statutory obligation placed on the Local Authority under section 17 of the Crime and Disorder Act 1998 to exercise its various functions, doing all that it can to prevent Crime and disorder, and Anti-social Behaviour, behaviour adversely affecting the environment as well as the misuse of drugs, alcohol and re-offending in the Local Environment.

6.2. Finance Implications

6.2.1. There are no financial implications

6.3. Policy Implications

6.3.1. The Licensing Authority has adopted a Statement of Licensing Policy in accordance with section 5 of the Licensing Act 2003.

6.3.2. The Licensing Authority must also have due regard to the guidance issued under section 182 of the Licensing Act 2003.

6.3.3. Members should provide reason(s) for any decision taken and should set out the reasoning where they determine to depart in any way from the Policy or Guidance.

6.4. Equality Implications

6.4.1. There are no direct equality implications

6.5. Human Resources Implications

6.5.1. There are no human resources implications

6.6. Risk Management Implications

6.7. The Licensing Sub-Committee will hear representations made on behalf of both the applicant and the 'relevant persons' who have submitted their representations and will make a decision on the basis of the evidence presented to it. The Licensing Act 2003 makes provision for appeal to the Magistrates' Court of any decision made by the Licensing Authority.

6.8. Rural Communities Implications

6.8.1. There are no direct implications for rural communities.

6.9. Implications for Children & Young People/Cared for Children

6.9.1. There are no direct implications for children and young people.

6.10. Public Health Implications

6.10.1 There are no direct implications for public health.

6.11. Climate Change Implications

6.11.1. There are no direct implications for Climate Change

7. Ward Members Affected

- 7.1. Poynton West and Adlington – Councillor Michael Beanland
- 7.2. Poynton East and Pott Shrigley – Councillor Jos Saunders
- 7.3. Poynton West and Adlington – Councillor Mike Sewart
- 7.4. Poynton East and Pott Shrigley – Councillor Nicky Wylie

8. Consultation & Engagement

- 8.1. Consultation in respect of submitting an application for a Premises Licence Application is prescribed in the Licensing Act 2003 and has been fully complied with.

9. Access to Information

- 9.1. The background papers relating to this report can be made available by contacting the report writer.

10. Contact Information

- 10.1. Any questions relating to this report should be directed to the following officer:

Name: Jennifer Knight

Job Title: Senior Licensing Officer

Email: Jennifer.knight@cheshireeast.gov.uk

Appendix 1 – Application

Appendix 2 – Environmental Health Conditions

Appendix 3 – Representations submitted from other persons

Appendix 4 – Map of the Premises

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Cheshire East
Application for a premises licence
Licensing Act 2003

For help contact
licensing@cheshireeast.gov.uk
 Telephone: 0300 123 5015

* required information

Section 1 of 21

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

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

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?

☐ Yes

☒ 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

Daniel

* Family name

Humphreys

* E-mail

Main telephone number

Include country code.

Other telephone number

☐ 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?

☒ Yes

☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

11600990

Business name

Pitch Productions Ltd

If your business is registered, use its registered name.

VAT number

- None

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

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 **Section 2 of 21****PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description
Postal Address Of PremisesBuilding number or name Street District City or town County or administrative area Postcode Country **Further Details**Telephone number Non-domestic rateable value of premises (£)

Section 3 of 21**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

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

Section 4 of 21**NON INDIVIDUAL APPLICANTS**

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

Non Individual Applicant's Name

Name

Pitch Productions Ltd

Details

Registered number (where applicable)

11600990

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Private Limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth

* Nationality

Documents that demonstrate entitlement to work in the UK

Add another applicant

Section 5 of 21**OPERATING SCHEDULE**

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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.

Sports club with a cricket pitch, football pitch, tennis courts and bowling green, hard standing car part and a clubhouse. The event for which this application is to cover will be held on the football pitch with the car park being used for the queue and search lanes.

Continued from previous page...

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

Section 6 of 21**PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

Section 7 of 21**PROVISION OF FILMS**

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

Section 8 of 21**PROVISION OF INDOOR SPORTING EVENTS**

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

Section 9 of 21**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

Section 10 of 21**PROVISION OF LIVE MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing live music?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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.

Continued from previous page...

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

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 tick 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.

There will be an outdoor stage where live bands will perform, we will be using both local and non local bands for the event. The music will be amplified but will not exceed the guidance levels set by environmental health. Sound check will be from 10:00 where noise will be kept to a minimum, the first act will be on stage from 12:00. The music is scheduled to end at 22:30.

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 in the column on the left, 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

Continued from previous page...

Section 11 of 21**PROVISION OF RECORDED MUSIC**[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☐ Yes

 ☒ No
Section 12 of 21**PROVISION OF PERFORMANCES OF DANCE**[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☐ Yes

 ☒ No
Section 13 of 21**PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes

 ☒ No
Section 14 of 21**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

☐ Yes

 ☒ No
Section 15 of 21**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

☒ Yes

 ☐ No
Standard Days And Timings**MONDAY**Start End Start End **TUESDAY**Start End Start End **WEDNESDAY**Start End Start End

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.

Continued from previous page...

THURSDAY

Start End Start End

FRIDAY

Start End Start End

SATURDAY

Start End Start End

SUNDAY

Start End Start End

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.

None

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

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

None

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

Name

First name

Family name

Continued from previous page...

Date of birth

dd mm yyyy

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number
(if known)

578842

Issuing licensing authority
(if known)
PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☒ Electronically, by the proposed designated premises supervisor
- ☐ As an attachment to this application

Reference number for consent
form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21**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

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 etc gambling machines etc.

Section 17 of 21**HOURS PREMISES ARE OPEN TO THE PUBLIC****Standard Days And Timings**

Continued from previous page...

MONDAY

Start

End

Start

End

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.

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.

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

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

Continued from previous page...

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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.

Pitch Productions ethos is to bring music festivals to local sports clubs and venues to help raise funds for grass roots sport. Following on from the successful event held at Poynton Sports Club in 2019 which raised vital funds for the club to help to secure its future. We intend to host a similar event at Poynton Sports Club in 2020 This will be in the form of an outdoor music event, 'Made in Manchester'.

Made In Manchester will focus on some of the best live tribute bands, including These Smiths, Happy Mondaze, Resurrection Stone Roses Tribute and Laid. We will also have local up and coming bands performing prior to the main acts detailed above.

We will be a self contained festival site with a variety of local food vendors operating on-site during the event.

The success of our previous event was down to the Pitch Productions management teams knowledge of the events industry, community experience and understanding of critical business and planning issues. The location of the event and timing of the event is also a crucial factor.

Our event manager has been involved within the events industry for a number of years having worked for one of the industry's largest event and crowd management organisations. Prior to setting up Pitch Productions he was based at Manchester City Football Club for five years, was heavily involved in numerous council events, such as Chinese new year in Manchester City Centre as well as being involved with many of the UK festivals. He was also heavily involved in the security operation for the re-opening of the Manchester Arena after the terror attack. Implementing the new safety and security techniques and policies used today. He also holds an IOSH Event Safety Management qualification.

A full event management plan has been put together and can be shared if required. This event management plan includes a full risk assessment a copy of which can be submitted if required.

b) The prevention of crime and disorder

We will bring a reputable security and crowd management company into assist with the prevention of crime and disorder. Our crime and disorder policy can be found with this application, appendix A

c) Public safety

We will bring in a reputable security and crowd management company to assist with public safety. A risk assessment, emergency evacuation plan, first aid provision, search policy and prohibited items policy will also be put in place for the event. For further information please refer to appendix B with this application.

d) The prevention of public nuisance

Dedicated response teams, porta loos, noise level control will be put in place to prevent public nuisance for further information please refer to appendix C with this application.

e) The protection of children from harm

A child welfare officer will be on site , no unaccompanied minor's (under 16's). A lost and found persons policy and risk

Continued from previous page...

assessment will be in place for the event. For further information please refer to appendix D.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is A British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

Continued from previous page...

- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Section 20 of 21**NOTES ON REGULATED ENTERTAINMENT**

Continued from previous page...

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.

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- 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.

Section 21 of 21**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.

Premises Licence 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

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

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event 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

* Fee amount (£)

190.00

DECLARATION

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* 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.

Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15).

☒ 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

* Capacity

* Date

05	/	01	/	2020
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/cheshire-east/apply-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 LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

OFFICE USE ONLY	
Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
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Approval deadline	<input type="text"/>
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Appendix A – Prevention of Crime & Disorder

1.1 Security Aims

- Ensure that the operation is run in accordance with the licence conditions and all applicable legislation.
- Ensure a safe environment while maintaining high levels of customer service.
- Protect the structure and assets of the site.
- Limit the number of anti-social behaviour incidents
- To monitor and manage the ingress and egress
- Log any incidents with the control room

The security will be split into three phases:

- Phase one – Ingress
- Phase two – Event mode
- Phase three – Egress

All security staff will be provided by a reputable security company, this is usually Practical Event Solutions (PES) but this will be confirmed and finalised closer to the event date.

1.2 Search Procedure

Searches will be carried out by the security operatives under the instruction of Pitch Productions and the Club, a copy of our search policy can be found below.

1.2.1 Search Policy

The Search Policy has been set by the Event Manager

- All persons are to have a valid ticket
- All bags are to be searched on entry to the club
- All persons entering the club must give their permission to be searched.
- Search staff must ask for permission to be given before commencing a search.
- Search staff cannot force persons to be searched.
- Any person refusing to undergo a search whether bag or person will be denied access to the club.
- If this occurs a supervisor and the event control room must be notified immediately.
- There are no facilities for storing and returning confiscated/prohibited items.
- Such items should be disposed of by the customer before being allowed entry into the club or placed into an amnesty container (where provided).
- The club cannot accept luggage or any other items for storage or safekeeping – this remains the responsibility of the customer.

Accompanied Children: Where attendees under the age of 16 are accompanied by a parent, guardian or chaperone, search staff will gain the consent of the accompanying adult before conducting a non-physical search (see below).

Disabled Supporters: Search staff should be very aware of the need for sensitivity and empathy when considering and conducting searches of any attendees who has a physical or intellectual disability. They should also be considerate of attendees who may have non-visible disabilities – such as autism – or those who may have specific medical needs – such as colostomy or stoma. Some attendees may be vulnerable adults who attend with a carer. Where a carer is in attendance they should continue to chaperone in any search procedure but the search staff should address the attendee first and foremost and only involve the chaperone where necessary

1.2.2 Physical Search Process

- Physical Search is defined as the person who is searching placing their hands onto the person's clothing or any part of their body.
- Physical Search, same sex search only, which is males search males, females search females.

1.2.3 Bag Search Process

Place bag on table and ask owner to open it. Look into the bag, if too cluttered or full ask owner to remove sufficient items to such a point that you are satisfied no prohibited items are secreted in it.

1.2.4 Bag Restrictions

Small bags only, the bag must be able to fit under the seat and not cause any obstruction to any area where any person's feet are placed.

1.2.5 Quality Control

All persons selected to carry out person search are SIA trained, experienced and accredited. Remember ; use your training , professional experience and judgement as to who or what may pose a threat, for example a person's unusual behaviour or unusual bulky clothing.

1.3 Prohibited Items

The following items will not be allowed in the event site:

- Alcohol or liquids of any kind
- Drugs including 'legal highs'
- Knives or weapons
- Aerosols, sprays or pressurised containers permitted
- Glass
- Umbrellas
- Food
- Perfumes or aftershaves
- Animals, except assistance dogs
- Pyrotechnics, flares, smoke bombs or fireworks
- Air horns, megaphones or musical instruments
- Bikes
- Rucksacks or large bags including man bags (small bags (that are not rucksacks) are allowed into the event with the dimensions W21cm x H30CM x D8cm (A4 Size).
- BBQ trays

- Drones
- Selfie-sticks

1.4 Drugs Policy

The event will have a zero tolerance policy towards drug/legal high use.

On finding a suspected banned substance the head of security and event control will be informed and the items placed in a sealed bag. The items will then be stored in a lock box in event control. All confiscated drugs will be handed into the police within 48 hours of the end of the event.

If a search is deemed necessary the following sequence of events will take place:

- Gain permission to search the suspect
- Notify control
- Search the suspect out of view of the general public
- Decision made on whether the individual will be evicted from the event
- Police notified if the amount seized is deemed to be procession with intent to supply.

All incidents will be logged with event control.

1.5 Entrance Policy

The following entrance policy will be in place:

- All event goers are to abide by the law of the land
- Admission is subject to search
- Management reserve the right to refuse admission
- Prohibited items must not be brought onto the event site
- Valid ID is required to consume alcohol onsite
- Age policy - under 16's must be accompanied by an adult

Refusal of entry process will be as follows:

Ingress Stage	Action On	Complaints Point of Contact
Refusal at point of entry	<p>Advise that admission is being refused and give the reasons citing the terms and conditions.</p> <p>Security should attempt to log the ticket number for identification. This is particularly important for suspected pick pockets – a photo should also be obtained where possible.</p>	Provide contact details of the head of Made in Manchester

	Report to Control.	
Refusal at point of search	Advise that admission is being refused and give the reasons citing the terms and conditions.	Provide contact details of the head of Made in Manchester
	Report to the Control.	
Refusal at point of ticket scan	Advise that there is an issue with the ticket and refer to a PDA	
Readmission policy	Readmission allowed with accreditation.	Provide contact details of the head of Made in Manchester
Last entry	No restriction	Provide contact details of the head of Made in Manchester

1.6 Crime Reduction

1.6.1 Measure of Success

Post Event Reports will be reviewed to provide statistical information and will form a post event report.

1.6.2 Reporting of a Crime

1.6.2.1 Theft

- Allegation of theft will be taken very seriously. Should a member of the public approach a member of staff accusing an individual of theft, staff will:
 - Obtain as much details as possible from the victim and a description of the item alleged to have been stolen.
 - Ask the individuals to step away from the general public and seek their side of events. Their details will be recorded with proof of name and address sought if possible (driving license, passport).
 - Ask the person to consent to a search of their person (limited to bags, clothing, pockets and wallet like items).
 - If no items are found they would be allowed to continue their business unless the victim insisted on calling the police. Pitch Productions would make all incident reports and statements available to the police at the earliest opportunity.
 - If items are found, the individual would be asked to remain on the premises and the police called.
 - If consent is not provided then Pitch Productions would seek advice from the Police.
- Pitch Productions staff have no right to search an individual without consent therefore Pitch Productions would, where possible, ensure the suspect's details are correct (via official documentation).

- Pitch Productions would seek the suspects' photo (if possible) taken on a mobile phone, and then allow the suspect to continue whilst directing the victim to the local police station.
- Pitch Productions would supply the police directly with the suspect's details.

1.6.2.2 Assault

Any allegation of assault is serious and Pitch Productions will tend to and reassure the victim whilst gaining as much information as possible. Pitch Productions will use best endeavours to undertake the following:

- Gather available witness statements and details.
- Record any visible injuries by means of photos and medical reports. Accident report book must be completed.
- Depending on the seriousness of the assault and the wishes of the victim the police would be notified via the control room
- Pitch Productions would instigate a search of the site should a description be available and dependant on the victims wishes may accompany the victim on a walk around site to identify the suspect.
- Should the suspect be identified they will have their details recorded and verified (via official documentation)
- Dependant on the wishes of the victim and the Event Manager, the person may either, be asked to remain on site (to await police arrival) or ejected from the site.

1.6.2.3 Other Crimes

In the event of a criminal act of a more serious nature Pitch Productions staff will act to ensure the safety of the victim and public. Pitch Productions will use best endeavours to:

- Gather witness statements and preserve the crime scene and any evidence that may be available from the victim (i.e. prevention of hand washing should scratching have taken place).
- In the event where a suspect can be detained, they will be asked to wait in a separate environment from the victim and any witnesses.
- Due consideration to the safety of staff and customers will be considered (i.e. should a weapon be involved).
- In all cases of a crime of a serious nature, the police will be notified via the control room. Further advice will be sought from the police until their arrival where all information will be handed over.

1.6.3 Crime Scene Prevention

Where a crime scene can be identified, Pitch Productions will work with the venue to preserve this, where possible.

- This will be achieved through the use of a combination of hazard tape, barrier and staff

- The crime scene should be left as found, no items moved or cleaned,
- Persons will be prevented (including Pitch Productions staff) entering the area unless explicitly required (i.e. medics to attend to casualties).
- Should the weather become adverse all actions would be taken to attempt to preserve the scene to the best of the available material (i.e. tarpaulin).

1.7 Occurrence Logging

Any occurrences that happen will be reported by the operatives to the Control Room.

All workers will have a notebook and pen to write down general occurrences throughout the event day.

The Control room will log all occurrences reported to them. This log will be available to the management at all times.

1.8 Incident Reporting

An incident report will be completed by those staff who are involved with any incident that occurs onsite. A copy of this report will be scanned in and held of file for a period of 12 months.

Appendix B – Public Safety

Pitch Productions will have a method statement and risk assessments in place for the Made in Manchester event. Method statements and risk assessments will be obtained from all contractors and vendors involved in the event and will be made aware of their responsibilities whilst on site and that they must observe the Health & Safety regulations in place on the site, as per the site rules.

The person responsible for health and safety for the event will be Daniel Humphreys who holds and IOSH Event Safety Management qualification.

1. Pre Event Checks

The following checks will be made prior to the start of the event.

- Check fire exits are clear, signed and in working order
- Check for any areas that may require cleaning
- Check the front of stage barrier is in place
- Check that fire extinguishers are in place and operational
- Check that the toilets are in a clean, working order
- Ensure all exit gates are clear
- Check for anything that looks out of place

2. Event & Site Survey

A thorough site survey has been carried out. The following control measures will be put into place to reduce any potential hazards.

Item	Sub-Item	Notes	Identified Hazards to be Controlled in the Event Management Plan
Public arrival points	Transport to/from the event	Majority of the customers will be arriving on foot. Some customers will arrive on public transport	
	Parking areas	No onsite parking facilities, parking facilities local to the event will be sourced	Will publicise the lack of parking and will encourage transport via foot/public transport. For the 2018 event at Romiley Cricket Club car parking was supplied and used by one vehicle, we therefore do not feel it is necessary to provide car

			parking facilities.
Queuing Areas	Queuing space available	One entrance on London North Road and one queuing location, this will be inside the grounds of the venue	Event stewards and search lanes to be put in place
	Management of alcohol consumption in the queue	No alcohol to be brought onto site, managed by SIA licenced security team. Visitors cannot take alcohol outside of the site area.	
Safe methods of ingress	Searching of visitors and staff on site	Refer to search policy	
	Number of lanes required	5	
	Ticket control systems	Online E-Ticket which is scanned to allow access. If ticket does not scan visitor will be directed to the box office	
Welfare Services		Medics located within the site	
Crime Reduction Measures		100% search	
Eviction/Ejection Process		Refer to eviction/ejection policy	
Identification of all fire points and the access of fire appliances;		Located through the site	
Identification of any areas set aside for the treatment of first aid and ambulance access to this area		First aid will be available within the welfare tent. Ambulance access will be via the blue route refer to the traffic management plan.	
Safe methods of egress;	Removal of barriers	Search lane barriers will be removed	
	Obstructions	Moved if possible,	

	to egress	radioed through to control if assistance required to move.	
Emergency egress	Exits available	Exit via London Road North	

3. Barriers

A mojo barrier will be used in front of the stage, where there may be crowd pressure. herras fencing will be used from stage left to stage right. Light duty pedestrian barrier will be used in the search lanes and queue areas.

All contractors will be requested to provide a risk assessment and insurance documents. These documents will be kept onsite and available to the safety co-ordinator on the day of the event.

4. Egress

4.1. Normal Egress

4.1.1 Pre-Egress Checks

The following pre-egress checks will be put in place:

- Ensure that the planned egress route is safe to be used
- Confirm that each supervisor has deployed their staff to the relevant egress position
- Confirm that each supervisor has the correct infrastructure deployed
- Confirm that each supervisor has adequate means of communicating to the crowd and back to the control room.

4.1.2 Egress Routes

The main egress route will be via London Road North

4.1.3 Egress Areas of Note/Divert Lanes

To assist with egress the pedestrian barriers and search lanes will be removed and stored within the production area.

5. Emergency Evacuation

5.1 Alert Codes/Operational State

For ease of reference, the “operational state” of the event site has been categorized into three separate sections that clearly identify the operational state of the event site at any point in time. All staff will refer to this colour system as the “traffic light structure”

Alert Reference	Operational State
Red	A serious incident has been confirmed and is in progress
Yellow	Alert – under investigation, further action may be required, staff to take up stand by positions and await further instructions
Green	No alert- event operations are running smoothly

Alert	Code Reference
Fire	Code 1
Suspect package/bomb	Code 2
Chemical/gas leak	Code 3
Crowd disorder	Code 4
Structural failure	Code 5
Missing child/vulnerable person	Code 6

The first person on the scene of any fire, which presents a threat to public safety, must:

- Find the nearest radio holder and inform the event control
- Give precise details of the incident and the risk to the event control
- Fight the fire only if it is safe to do so.

On discovering an unattended item the person to find it must:

- Not touch or approach it
- Use the nearest radio to contact the event control. Do not use a personal radio or mobile phone within 15 meters of the suspect package.
- Clear the area if appropriate to do so
- Remain calm and keep control at all times

In the event of a serious Crowd Disorder the first person on scene must:

- Remain at their post unless given other instructions by you're a supervisor, event manager or control

Upon receipt of information that an incident threatening public safety has arisen, event control will raise the emergency alarm.

5.2 Emergency Action

Staff working at the event will be alerted to the incident by their supervisor or event control.

Should it be decided that an evacuation (partial or full) is necessary, the music will stop, and the event manager will take the stage and give instructions to the attendees.

Staff will remain in their positions and await instructions. Supervisors will attend the exit gate and await the next direction. It may not be necessary or safe to open the exit gate. If an Evacuation is to take place, the event manager will give a clear direction.

Supervisors will ensure these directions are carried out immediately.

Remember: not all visitors will respond immediately to public address messages. Stewards must encourage visitors to leave using words and gestures. If a group refuse to leave, move onto another group. Once people start to move all the others will eventually follow.

5.3 Evacuation Procedure

In the event of an evacuation (full or partial) instructions will be passed over the radios and the following procedures, which are a general guide, will apply although the need for flexibility remains dependent upon the situation.

If for any reason an evacuation of the event site is initiated, stewards should act in the following manner:

- Marshall attendees towards the nearest safe exit gate if safe to do so or behind the stage, (if feasible) or carry out any specific instructions.
- Check the toilets to ensure that they are all clear.
- Render first aid where necessary, taking into account that it is safe to do so in the current situation.
- Where there are casualties, the initial casualty area will be designated and you should, if requested to do so by your supervisor, assist in keeping the area clear for casualties.
- When the evacuation is complete, stewards should ensure that the exit gate is closed in order to prevent re-entry and then report to their supervisor or to a pre-arranged muster point and await further instructions.

5.4 Contingency Evacuation Plan

In the event of a partial or full evacuation, due to the minimal amount of space being used onsite there is the full cricket pitch that is not being utilised, It may be the case that this can be used for a partial or full evacuation where it is intended that we will re-enter people back on to site. This is a sterile area.

This would be managed by security and stewards and would be managed in such a way to ensure there are not excessive numbers of people leaving the site at once if this is possible.

6. Public Arrival

6.1 Transport

It is anticipated that the majority of visitors will arrive on foot or via public transport. There will be no on site parking, and this will be communicated to visitors via social media. For the 2018 event car parking was provided offsite, as this was only utilised by one vehicle, we do not feel it is necessary to provide a car parking facility. We will again look to have a partnership in place with a local taxi company.

A full traffic management plan will be put into place prior to the event.

7. Walk Up & Queue Management

Query	Action
Entrance barrier build	Pedestrian barrier will be stored within the production area behind the stage, a dedicated barrier build team will be deployed prior to the event opening.
Queue lane staffing	Staff will be briefed and then deployed prior to doors open
Overnight arrivals and queue preparation	No overnight queuing will be permitted; due to the nature of the event and those attending we do not anticipate this being an issue, there will however be staff onsite overnight as a precaution.
Alcohol consumption in queues	Alcohol is not permitted from an outside source and will only be available to purchase once inside the event.
Designated queue/ entrances	There will be one queue and one site entrance for visitors, all production crew will use the production entrance.
Ability to soft open	No
Anti-social behaviour reduction methods	No alcohol consumption permitted in the queuing areas. Visible security/steward presence.

8. Vehicle Access

No vehicle access will be available during the event.

9. Welfare Facilities

A welfare tent will be located on site, this welfare tent will be open for the full duration of the event for anyone who requires assistance. The shelter will be where we can see and treat patients whilst providing dignity and confidentiality. All emergencies will be passed through the medic in charge prior to the emergency services being called. All clinical waste will be correctly stored and disposed of by the medic in charge.

All record keeping will be in line with the new GDPR regulations and in line with all the requirements of the CQC

First aid will be available from the welfare tent. The staff for the day providing advanced first aid will be confirmed prior to the event:

10. Lost & Found

10.1 Persons

The following process will be followed for any reported lost person:

- Control to be notified

- Control to notify the safe guarding officer
- Description to be circulated to all radio holders
- Radio holders to circulate description to any none radio holders
- All areas to be monitored with a priority put on the exits

The following process will be followed for any found persons

- Control to be notified
- Control to notify the safe guarding officer
- Lost person to be escorted to the welfare tent:
 - Males to be escorted by males
 - Females to be escorted by females
- Description of the lost persons to be circulated to all radio holders
- Radio holders to circulate description to any none radio holders

Appendix C – Prevention of Public Nuisance

The following will be put into place to assist with the prevention of public nuisance

1. Toilets

Porta-loos will be supplied by a reputable company; these will be delivered to site prior to the event. The quantity of porta loos will be dependent on the number of tickets sold.

2. Noise

We will be using a reputable to monitor the noise levels during the event. Four points will be selected as set fixed test areas, these four points will be confirmed:

These points will be tested during the sound check on the event day as well as throughout the day. We will also randomly select additional points to test throughout the event to ensure that the noise levels do not exceed 65 decibels 63 hrz – 125 hrz. All of these readings will be logged.

3. Roads

The Made In Manchester event will be held on a private site, Poynton Sports Club. There will however be some impact on the public highways and nearby residents. We will aim to minimise the impact on the public highways and nearby residents by having the following in place.

3.1 Traffic Disruption

As with any event traffic disruption is possible to minimise this impact, we will:

- Actively encourage attendees to use public transport
- Heavily promote that there will be no parking available on/near to the event
- Encourage the use of public transport
- Request that where possible residents park on their drives

3.2 Parking

It is anticipated that the majority of visitors will arrive on foot or via public transport. For the 2018 event at Romiley Cricket Club, we sourced local car parking sites for attendees, these were utilised by one vehicle, we therefore do not feel that it is necessary to provide car parking facilities for this event. There will be no onsite parking and this will be communicated to visitors via social media. We will have security staff regularly conduct patrols of the nearby roads to ensure that attendees do not park on the nearby roads and cause a nuisance to the residents.

Appendix D – Protection of Children

We will have the following in place to assist with the protection of children.

1. Entrance Policy

No unaccompanied under 16's will be permitted to under 16's.

2. Lost Persons Policy

The following process will be followed for any reported lost person:

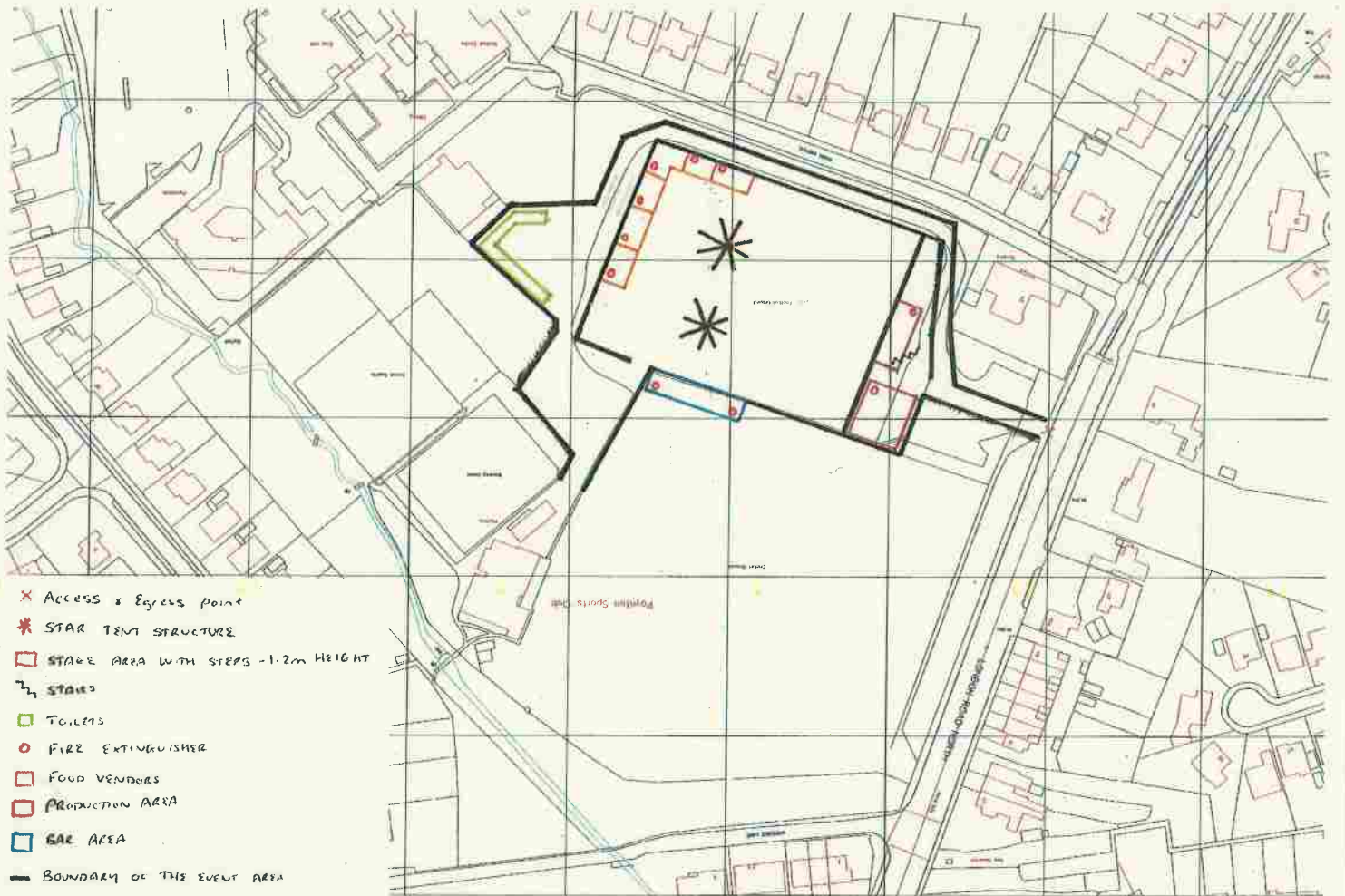
- Control to be notified
- Control to notify the safe guarding officer
- Description to be circulated to all radio holders
- Radio holders to circulate description to any none radio holders
- All areas to be monitored with a priority put on the exits

The following process will be followed for any found persons

- Control to be notified
- Control to notify the safe guarding officer
- Lost person to be escorted to the welfare tent:
 - Males to be escorted by males
 - Females to be escorted by females
- Description of the lost persons to be circulated to all radio holders
- Radio holders to circulate description to any none radio holders

3. Welfare Facilities

A dedicated welfare officer will be onsite for the duration of the event. A welfare tent will be located at the side of the club house, this welfare tent will be open for the full duration of the event for anyone who requires assistance.



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LICENSING ACT 2003

Environmental Health Consultation

Response



Working for a brighter future together

EP Ref: ELL/065377

Date Received: 06 January 2020

Name of Applicant: Daniel Humphreys

Address to which application relates: Poynton Sports Club, London Road North, Poynton, Stockport, Cheshire, SK12 1AG

Conversion:

☐

Variation:

☐

New:

☒

<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

Approve

Approve with Conditions

Object to Section(s)

EVENT: 'Made in Manchester' Saturday 11th July 2020, from 10:00 – 23:00

LICENSING OBJECTIVE: PREVENTION OF PUBLIC NUISANCE

The Made in Manchester event ran last year on Saturday 5th May 2019. The event generated three noise complaints concerning amplified music.

FROM THE APPLICATION FORM:

The Type of Activity to be authorised:

There will be an outdoor stage where live bands will perform, we will be using both local and non local bands for the event. The music will be amplified but will not exceed the guidance levels set by environmental health. Sound check will be from 10:00 where noise will be kept to a minimum, the first act will be on stage from 12:00. The music is scheduled to end at 22:30.

The prevention of public nuisance:

Appendix C, Noise

We will be using a reputable to monitor the noise levels during the event. Four points will be selected as set fixed test areas, these four points will be confirmed:

These points will be tested during the sound check on the event day as well as throughout the day. We will also randomly select additional points to test throughout the event to ensure that the noise levels do not exceed 65 decibels 63 hrz – 125 hrz. All of these readings will be logged.

LICENSING OBJECTIVE:**PREVENTION OF PUBLIC NUISANCE**

In order to protect the interests of Cheshire East residents and to ensure that the prevention of public nuisance licensing objective is upheld, all necessary steps shall be taken to ensure that any noise from the premises shall not be at a level which would create a public nuisance, therefore:

CONDITIONS

1.	EVENT DATE, TIMES AND DURATION Name of Event: The 'Made in Manchester' Applicant/ Event Organiser: Daniel Humphreys of Pitch Productions Ltd Location: Poynton Sports Club, London Road North, Poynton, SK12 1AG; On: Saturday 11 th July 2020, from 10:00 – 23:00
2	Noise emanating from the premises as a result of regulated entertainment shall not cause a public nuisance.
3	Noise Criteria Limits: Music noise levels at any residential properties located in the area around Poynton Sports Club (to be agreed as detailed in this document): <ul style="list-style-type: none"> • shall not exceed 65 dB(A) LAeq over any 15-minute period, unless otherwise agreed in writing with Environmental Protection officers at least 28 days before the event. • The unweighted Leq level shall not exceed 70dB in either of the 63Hz or 125Hz octave bands. • If the octave band level exceeds 70dB on more than 3 occasions during the evening period (7pm-11pm) the bass noise levels shall be actively reduced by 5dB. If noise levels are recorded over the set noise criteria, the event organiser must comply with all directions provided by the noise control consultant and/or the Licensing Authority to reduce/adjust noise levels to within the set criteria.
4	The licensee shall appoint a suitably qualified and experienced noise control consultant to the approval of the Licensing Authority. The noise control consultant shall liaise between all parties including the Licensee, Promoter, sound system supplier, sound engineer, licensing authority and Environmental Protection Officers etc. on all matters relating to noise control prior to and during the event.
5	The event organiser shall ensure that the noise consultant is contactable by Cheshire East Environmental Protection Officers at all times during the event and sound checks.
6	The noise consultant shall inform the sound engineer accordingly to enable remedial action to be taken should any problems arise in order to ensure that the noise criteria limits are not exceeded.
7	Pre- Event Noise Management Plan A Noise Management Plan (NMP) shall be agreed in writing with the licensing authority at least 28 days prior to any event taking place. The NMP shall detail the measure to prevent disturbance to local residents and businesses by way of noise and to ensure that the licensing objective of the prevention of public nuisance is upheld. The NMP shall detail as a minimum the following (to be agreed with the Licensing Authority): <ul style="list-style-type: none"> • A site layout plan detailing:

	<ol style="list-style-type: none"> 1. the location of the event 2. stage locations 3. speaker orientations 4. nearest noise sensitive properties 5. include any neighbouring land-use details <ul style="list-style-type: none"> • A stage program detailing the time and type of music act that is performing. • The maximum $L_{eq,15min}$ noise level at each front of house (FOH) mixing desk (for multiple stages) that the event will operate at, based on the Noise Criteria limits as set out in this document. • Details of any acoustic modelling that may have been undertaken prior to the event. • A sound assessment with details for monitoring and controlling sound emissions. • Hours Control on set-up / take-down. • A procedure to be agreed for dealing with acts / entertainers that run beyond terminal hour. • Off site real-time noise monitoring, linked back to the sound desk to be agreed. • Methodology and documentation of the complaints handling and response procedure for responding to complaints in real-time (i.e. from CEBC or direct) and an agreement where justified to reduce music noise levels.
8	<p>Communications Plan</p> <p>A Communications Plan, shall be agreed with the Licensing Authority 6 weeks in advance of the event. Good Public relations at the event planning stage between the event organisers and those living nearby can reduce community annoyance.</p> <p>Correspondence shall be disturbed 2 weeks prior to the event to local residents and businesses (distance from the site to be agreed with Environmental Protection) to advise details of the forthcoming event and shall include as a minimum the following information:</p> <ol style="list-style-type: none"> 1. Dates, name and type of event 2. Dates and times of sound checks 3. Dates and times of amplified music/performances 4. Contact number and name, who shall be available at all times to immediately respond to any concerns or complaints and to be able to facilitate an improvement if it is found to be justified concern/complaint. 5. Dates and times and duration of any fireworks displays. <p>A copy of the letter shall be included in the NMP.</p>
9	<p>The sound checks shall take place only at the times agreed by the Licensing Authority. Cheshire East Environmental Protection shall be consulted at least 72 hours beforehand.</p>
10	<p>The Event Organiser shall carry out a noise propagation test in order to determine a sound level at the sound mixer position.</p> <p>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.</p>
11	<p>For the purpose of monitoring music noise levels during events and sound checks the noise consultant shall contact Cheshire East Environmental Protection and agree noise sensitive locations which are to be used to monitor compliance with the licence conditions not less than 28 days prior to the event.</p>

12	<p>Regular noise assessments shall be completed by a competent person and steps shall be taken to reduce the level of noise where it is likely to cause a public nuisance.</p> <p>The noise assessments shall be undertaken during the opening hours of the premises when regulated entertainment is occurring.</p> <p>A written/ electronic record shall be made of these assessments and shall include: date, time, location of the assessment (a map with agreed and numbered monitoring locations shall be agreed with Public Protection prior to the event taking place) person making assessment, results and any remedial action in order to reduce the level of noise where it is likely to cause a disturbance to local residents.</p>
13	<p>All noise monitoring required by virtue of this license, shall be carried out by a suitably qualified and experienced noise consultant appointed by the Event Organiser.</p> <p>A named person shall be delegated noise control responsibility, during the event and during sound tests. This person shall control the sound levels at the mixer desk throughout the period of the event and ensure that the agreed levels are not exceeded.</p>
14	<p>The event organiser shall ensure that the sound system supplier and all individual sound engineers are informed in writing of the music noise criteria levels contained within the Premises Licence and NMP. Ensuring that any instructions from the noise consultant regarding the control of noise are fully complied with.</p>
15	<p>During the event, music noise levels shall be continuously monitored at the mixer position and be available in the final noise report submitted to the Licensing Authority.</p>
16	<p>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.</p>
17	<p>During the event the Event Organiser shall ensure that noise levels are regularly monitored at residential properties agreed in writing with Cheshire East Environmental Protection.</p>
18	<p>Any plant or equipment likely to cause noise audible beyond the premises boundary, between the hours of 23:00 and 07:00, shall be sited or controlled so as not to cause a public nuisance.</p>
19	<p>The dates, times and durations of any firework displays shall be advised and agreed by the Licensing Authority prior to the event taking place.</p>
20	<p>The sale of alcohol to cease 30 minutes before the end of regulated entertainment.</p>
21	<p>The noise consultant final report shall be forwarded to the Licensing Authority within 7 days of the event occurring.</p>
22	<p>Should noise complaints arise, a post event debriefing meeting shall take place within 21 days of the event taking place. This meeting shall address any noise complaints received during the event, breaches of noise criteria limits and identification of any improvements for future events and additional requirements of these noise management plans. The event organiser, licensee and noise control consultant shall be available to attend with Cheshire East Officers.</p>

INFORMATIVES

PLANNING PERMISSION

- It is your responsibility to obtain other consent/planning permission/approvals which may be required in addition to the necessary Premises Licence.
- There are sometimes circumstances where planning conditions have been set which may impact on your activities. If the Planning Permission and the Premises Licence differ; for example where the Planning Authority have set a terminal hour which is earlier than those conditioned by the Premises Licence; you must abide by the earlier time otherwise you leave yourself open to enforcement action.

FOOD BUSINESS OPERATIONS

- Anyone starting a new food business must register with the Council **at least 28 days before** you start any food operations. You can register your food business online via GOV.UK. If you have premises in more than one local authority area, you must register with each authority separately.

Signed: **Stephanie Bierwas | Enforcement Officer | Environmental Protection**

Dated: 03/02/20

Direct Dial:
Email:



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From: [REDACTED]
Sent: 03-Feb-2020 11:28
To: LICENSING (Cheshire East)
Subject: Premises license application at Poynton Sports Club (11/7/20)

Dear Sirs,

I had cause to complain to Environmental Health last year following a similar event held in May at Poynton Sports Club by the same organisers, due to the noise generated from the event.

Even though we had our windows and doors closed we could still hear the music, especially the bass, and above such things as the television. The event went on for most of the day, through to late evening, similar to that which is again proposed.

We live on [REDACTED], and whilst we are a moderate distance away from the site, we could clearly hear the event, mainly due to the direction in which the stage faced. We want to see the event go ahead, but we have a young family and we need assurances that the level of noise generated is acceptable, especially as the event is to take place in July this time, at a time of the year when we are likely to require to have our windows and doors open.

I am aware of the conditions recommended by Environmental Health on this application and would encourage the imposition of these conditions to safeguard the living conditions of neighbouring residents.

Kind Regards

[REDACTED]

[Sent from Yahoo Mail on Android](#)

From: [REDACTED]
Sent: 12-Jan-2020 11:57
To: LICENSING (Cheshire East)
Subject: Representation On Licence Application For Poynton Sports Club

To The Licensing Section, Cheshire East Council,

Please find below our representation on the Licence Application for Poynton Sports Club by Pitch Productions Ltd that was submitted on the 6th January 2020, specifically relating to:

"The provision of regulated entertainment, namely: Live Music (outdoors) on the 11/07/2020 between 10:00 & 23:00 hours"

The representation relates to 2 of the 4 Licensing Objectives:

- The Prevention of Public Nuisance
- The Protection of Children from Harm

The Prevention of Public Nuisance

Based on the event of the same name that was run last year (2019), we experienced a level of noise and vibration within our house from the bass over an extended period of time (licence is for 13 hours) that did not allow us to go about our business and relax. We have two autistic children we do not cope well with disruption of this nature, one of whom also has ME / Chronic Fatigue Syndrome - this means we are unable to go elsewhere. Affecting his routine can lead to set backs measured in weeks.

We do not object to the event, just the level of noise considering the close proximity to residential property and open air nature. Similar events are run near Poynton Pool and therefore further away from residential property. There was also a music event held at The Centre last year that is directly behind our house and we did not suffer any such issues.

Therefore, we expect the organisers to put in measures to prevent this from happening this year & for the council to enforce this, e.g.:

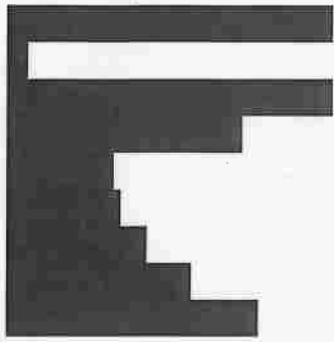
- Reduction in the volume of the music, in particular the bass
- Installation of measures to prevent noise from escaping the venue - e.g. screens / sound proofing.

The Protection of Children from Harm

Whilst I appreciate that the licensing provisions associated with this objective are aimed at children attending the event, it does state that this includes "the protection of children from moral, psychological & physical harm". As per the statements in the section above, we are seeking to prevent any physical harm to our youngest child's health from extended exposure to noise and vibration which will impact his ME / CFS treatment / recovery.

We look forward to your response to our representation and, given suitable notice, would be happy to attend the Licensing Committee to present if this is deemed necessary.

Regards,



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13/2/2020

Appendix 4



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