

Summary of Changes highlighted in bold:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

No event involving the carrying on of licensable activities under the authority of this premises licence will take place without the prior consent of the owner of the premises.

There shall be no more than five events each calendar year which involve the carrying on of licensable activities under the authority of this premises licence. No individual event will extend beyond a single day.

The Police Licensing Department, **Burnley Borough Council Licensing Department and Burnley Borough Council Environmental Health Department** will be notified in writing of any event which involves the carrying on of licensable activities under the authority of this premises licence a minimum of two months prior to the start of the event.

Where the Police Licensing Department, Burnley Borough Council Licensing Department or the Burnley Borough Council Environmental Health Department request an Event Management Plan (EMP), one will be submitted no later than one month prior to the event and will include risk assessments and relevant insurances where appropriate.

An Event Liaison Team (ELT) will operate on site throughout the duration of any event involving the carrying on of licensable activities under the authority of this premises licence to address relevant incidents or problems.

Prior to any event which involves the carrying on of licensable activities under the authority of this premises licence the licence holder or a nominated representative must attend at least one ESAG meeting (where such a group is in operation in respect of the area).

The Designated Premises Supervisor will be present at any time licensable activities are being carried on under the authority of this premises licence, except where otherwise agreed in writing with a representative of the Police Licensing Department or in the event of an emergency.

On any occasion that sales of alcohol by retail take place under the authority of this Premises Licence, the point of sale will be supervised by a personal licence holder.

On any occasion that sales of alcohol by retail take place under the authority of this Premises Licence, there will be a refusals log in respect each point of sale and said refusal log(s) will be made available for inspection by an authorised officer upon request.

Any CCTV equipment which is operated in respect of licensable activities being carried on under the authority of this Premises Licence will be maintained in good working order. Training will be provided for staff members in respect of the CCTV equipment in order that staff are capable of assisting officers if they request information to be provided from the CCTV system. Images recorded by the CCTV in respect of licensable activities being carried on under the authority of this Premises Licence shall be retained in unedited form for a minimum of 21 days after they are made and will be provided to an authorised officer upon request, so long as said request is in accordance with the Data Protection Act or any subsequent or alternative legislation.

b) The prevention of crime and disorder

Whenever any event which involves licensable activities being carried on under the authority of this premises licence takes place, SIA registered security staff and stewards shall be on duty in the numbers and at the times determined appropriate by the Event Plan or, in respect of an event where an Event Plan was not required, in accordance with a Risk Assessment.

The use of glass containers (including bottles) shall not be permitted by customers. Beverages shall be served in cans; or in plastic or polycarbonate containers or an equivalent alternative.

Alcohol shall only be sold or supplied to persons attending the event. Except for the purpose of delivery, no alcohol shall be allowed to be taken into the site. Only alcohol bought inside the site shall be allowed to be consumed within the site.

c) Public safety

The Premises Licence Holder or another appropriate body will employ the services of an appropriate number of qualified First Aid providers whenever there is an event which involves the carrying on of licensable activities under the authority of this Premises Licence.

During any event that involves licensable activities being carried on under the authority of this Premises Licence, vehicle movement within the curtilage of the premises will be limited to those which are essential and will be controlled to ensure the safety of public and staff. Emergency Services vehicles will have full access.

Prior to any event that involves licensable activities being carried on under the authority of this Premises Licence which is expected to result in a significant level of traffic, a traffic management plan will be devised and utilised. Where a traffic management plan is operated, it will include a dedicated route for emergency vehicles and, where necessary, said plan will also include the use of marshals to assist with directing traffic on access to the site, parking and the dispersal of customers.

The premises shall operate a zero tolerance Drugs Policy. Any person found using drugs will be removed from the premises. Any person found to be dealing drugs will be detained (when it is safe and reasonable to do so) and Burnley police informed immediately. Any drugs seized will be securely stored and handed over to police following any event. The Drugs Policy shall be subject to approval by Burnley Police, such approval is not to be unreasonably withheld.

Subject to the type of proposed event and a risk assessment, the premises shall operate a search policy to deter the carrying of drugs or weapons. Such Policy shall be written and subject to approval by Lancashire Constabulary, such approval is not to be unreasonably withheld.

The use of any special effects (smoke machines, strobe lighting, dry ice machines, pyrotechnics and lasers) and fireworks shall be fully risk-assessed, and details shall be provided in advance to Burnley Council for their approval.

d) The prevention of public nuisance

The premises licence holder shall appoint a suitably qualified and experienced Acoustic Consultant in relation to any event that involves the carrying on of regulated entertainment under the authority of this premises licence. The Consultant shall advise on acoustic arrangements and sound levels prior to the event.

Throughout any event which involves the carrying on of regulated entertainment under the authority of this premises licence, regular Noise Assessments will be completed by a competent person(s) at the boundary of any noise-sensitive premises. Steps shall be taken to reduce the level of noise, if the assessments deem it to be necessary. A record of these assessments shall be maintained, and shall include the time and location of each assessment, the person making it and the results - plus any remedial action taken (if required).

During any event that involves licensable activities being carried on under the authority of this Premises Licence, noise from any form of regulated entertainment shall not cause unreasonable disturbance within the nearest sensitive properties.

During any event which involves the carrying on of licensable activities under the authority of this premises licence, a telephone number 'Hotline' for use of nearby residents to report any concerns or issues shall be established and published prior to each event, with all calls to that telephone number being logged - together with remedial action taken.

During any event that involves licensable activities being carried on under the authority of this Premises Licence, the volume of amplified sound used in connection with any regulated entertainment shall, at all times, be under the ultimate control of the Premises Licence Holder.

The premises and its exterior shall be cleared of litter at regular intervals throughout an event, and fully and promptly following the end of an event.

Notices will be positioned at the public exits to any event requesting customers to leave in a quiet and orderly manner.

Measures shall be implemented and adhered to in order to manage queuing outside the licensed premises, where necessary. Queuing lanes will be used where necessary to manage crowds.

A dispersal policy shall be implemented and adhered to. Including the details of the positioning of staff and door staff to manage dispersal of customers from the premises.

e) The protection of children from harm

Any staff who are employed in respect of an event involving the sale of alcohol by retail under the authority of this Premises Licence and who are directly involved in the sale of alcohol by retail at said event will successfully complete training in respect of age-related products within three months of the event. Said training will be fully documented and be available for inspection to an authorised officer upon request.

During any event that involves licensable activities being carried on under the authority of this Premises Licence at which the attendance of persons under the age of eighteen is permitted, there will be a dedicated welfare point for missing / found children which is clearly signed and manned at all times. This point will be indicated on any public literature or map of the event.

Whenever any event that involves the sale of alcohol by retail taking place under the authority of this Premises Licence, there shall be a written policy to prevent the sale or supply of alcohol to persons under 18 years of age. That policy shall require any person that appears to be under the age of 25 years to produce a recognised proof of age card accredited under the Proof of Age Standards Scheme (PASS) or if a proof of age card is not available a photo driving licence or passport indicating that they are over 18 years of age. Where such a policy is in operation, a notice or notices shall be displayed in and at the entrance to the premises where they can be clearly seen and read and shall indicate that it is unlawful for persons under 18 to purchase alcohol or for any person to purchase alcohol on behalf of a person under 18 years of age and also that a search policy is in force for the event.

Throughout any event involving the carrying on of licensable activities under the authority of this premises licence and the attendance of more than 5,000 people at one time, any patrons who are aged 17 years or under will be accompanied by a parent or parents or by a responsible adult.

Throughout any event involving the carrying on of licensable activities under the authority of this premises licence, door staff and marshals will monitor patrons to ensure that there are no persons aged 17 years or under drinking alcohol on site.