

LeeFest 2017 Operating Schedule V3

1. The maximum number of people permitted on the premises at any time shall not exceed: 4999
2. This licence authorises only one event, consisting of not longer than Thursday 10th Aug 2017 to Sunday 13th Aug 2017.
3. The holder of the premises licence, or an agent on behalf of and with the authority of the licence holder, must produce an Event Management Plan addressing methods by which the licence holder proposes to manage the following matters in accordance with the licensing objectives:
 - a. Crowd safety
 - b. Procedures in the event of emergency
 - c. Security and stewarding provisions
 - d. Health and safety policy and risk assessments
 - e. The welfare of persons working at the event site
 - f. The provision of medical facilities
 - g. Accident reporting procedures
 - h. The management of noise to prevent public nuisance
 - i. The prevention of fire
 - j. The use of fireworks
 - k. The safety of food
 - l. The control of litter
 - m. Sanitation provisions
 - n. Water provisions and provision for the disposal of waste water
 - o. Control of refuse and the disposal of waste materials
 - p. The safety of temporary structures
 - q. Traffic management
 - r. Provision of facilities for disabled persons
 - s. The structure for the operational management of the event, including the composition and functions of the event liaison team (ELT)

- t. The responsibilities of personnel engaged at the site
 - u. Missing persons and the safety of children and vulnerable persons
- 4. The Event Management Plan will include the methods by which the licence holder proposes to manage the 4 licensing objectives:
 - a. The prevention of crime and disorder
 - b. The prevention of public nuisance
 - c. The protection of children from harm
 - d. Public safety
- 5. The Event Management Plan need not contain information which, if in the public domain would negate its effect, such as sensitive security planning. Such information will be contained within appendices of the Event Management Plan.
- 6. The Event Management Plan and its appendices form part of the operating schedule for this licence and therefore the details specified therein are to be treated as conditions of this premises licence.
- 7. A draft version of that Event Management Plan must be sent to the licensing authority so that it is received by them not later than 28 days before the start of any proposed event under this licence. In this licence, the term 'sent' means dispatched in documentary form, or electronically. The term 'received' means to have taken delivery of the Event Management Plan.
- 8. Following the delivery of the Event Management Plan, the licence holder, or an agent on behalf of and under the authority of the licence holder, must consult with all responsible authorities and must take due account of any representation made by a responsible authority regarding the content of the Event Management Plan.
- 9. Following the consultation with responsible authorities, a revised version of the Event Management Plan must be sent to the licensing authority so that it is received by them not later than 14 days before the start of any proposed event under this licence.
- 10. Where two or more versions of the Event Management Plan are produced the respective plans must be clearly marked so as to show the relevant version number and the date on which it was produced.
- 11. Subject to items a, b, c and d below, the Event Management Plan must be finalised not later than 14 days before the start of each event and must be sent in final form to the licensing authority.
 - a. Where, following the submission of the final version of the formal document but prior to the commencement of the event, the licence holder considers it necessary to make any adjustment to the Event Management Plan, the proposed adjustment must be notified to the licensing authority who will notify

the responsible authorities. No adjustments shall be made to the Event Management Plan unless agreed in writing by the licensing authority.

- b. Where during the course of the event the licence holder considers it necessary to deviate from any provision within the Event Management Plan, the matter must be brought to the attention of representatives of the relevant responsible authorities and the ELT. Any such decision must be documented by the ELT and any approved deviation shall not constitute a breach of part (d) below.
 - c. The licence holder may at any time prior to an event provide appropriate information to accompany the Event Management Plan. This may include appendices to the Event Management Plan detailing such matters as the names and contact details of persons engaged at the site. Nothing in the conditions of this licence shall prevent the continued flow of information, especially where such information could not reasonably have been known to the licence holder prior to 14 days before the event.
 - d. Where a person placed under a positive obligation to comply with a provision of the Event Management Plan fails to do so, the failure must be regarded as a breach of this condition of the premises licence, provided that the failure on that occasion amounted to a failure to promote one or more of the licensing objectives.
12. The licence holder must obtain written approval for the Event Management Plan from the Licensing Authority at least 14 days prior to the event.
13. Any proposed alteration to the following matters must not be made during the period of the premises licence except by formal variation of the licence:
- a. The number of days over which the event takes place each year (except for any decrease)
 - b. Any increase in the hours the licensed area is open to the public for licensable activities (except for any decrease)
 - c. The hours during which licensable activities are to take place (except for any decrease)
 - d. An increase in the total noise output from stages/structures at the event site beyond that permitted by the below conditions.
 - e. The maximum number of persons to be permitted on the premises at any one time.
 - f. The perimeter of the licensed area.

14. The designated premises supervisor or his nominated deputy, who must be the holder of a personal licence, must be present on the premises whenever licensable activities are taking place.
15. A written record must be made of any incident impacting on the licensing objectives or the Event Management Plan taking place at the event or of any complaint made by any person that impacts on the licensing objectives. Any such record must be signed and dated by the person making the entry and must be produced to an authorised officer of the local authority or to a police officer on reasonable request.
16. The Licence Holder must ensure that between the days and times specified in the table below that the noise levels (over any 15 minute period) generated from within the Licensed Premises do not exceed the values specified when measured at the nearest noise sensitive premises, or when measured at a distance of one metre from any noise-sensitive premises.

Date	Time	LAeq	Noise levels in the 63Hz and 125Hz octave frequency bands (at noise sensitive premises more than 2km away from the Licenced Premises Only)
Thursday	10:00 to 23:00	65dBA	75dB
	23:00 to 23:59	45dBA	70dB
Friday	00:00 to 01:00	45dBA	70dB
	01:00 to 10:00	35dBA	70dB
	10:00 to 23:00	65dBA	75dB
	23:00 to 23:59	45dBA	70dB
Saturday	00:00 to 01:00	45dBA	70dB
	01:00 to 10:00	35dBA	70dB
	10:00 to 23:00	65dBA	75dB

	23:00 to 00:00	45dBA	70dB
Sunday	00:00 to 02:00	45dBA	70dB
	02:00 to 10:00	35dBA	70dB
	10:00 to 18:00	65dBA	75dB

18. On receipt of a request from the Council's Environmental Health Department, the Licence Holder must ensure that the Designated Person for the purpose of controlling the noise shall arrange for the noise level of any amplified music on the licensed premises (including the camp-sites and car parks) to be reduced or the playing to cease if in the opinion of the Council's Environmental Health Department an unreasonable noise disturbance or a nuisance is being or is likely to be caused, or if the sound levels set by the conditions are exceeded.
19. If a tent is provided that contains adult content signs will be placed at the entrance to the tent advising that persons under the age of 18 are not permitted. During times that the tent contains adult content security staff will be positioned at the entrance to the tent to prevent access by anyone under the age of 18.
20. The boundary of the licensed area is shown on the attached site plan.