

# APPENDIX D

## PARTY A



11<sup>th</sup> April 2017

Mrs K Read  
Southwark Licensing Team  
Hub 2, 3rd Floor  
PO BOX 64529  
London  
SE1P 5LX

Application NO 858002 – Village Ward - OBJECTION

HERNE HILL STADIUM  
Herne Hill Stadium Burbage Road  
SE24 9HE

Dear Mrs. Read

I am writing as a Village Ward resident in [REDACTED] and as a long standing former resident of [REDACTED] SE21 to object to the above licence application by the Herne Hill Velodrome.

I am very familiar with the Herne Hill Velodrome and the development that has taken place over recent years, and I have worked closely with the Burbage Road Residents' Association on Velodrome issues in my capacity as a member of the Turney Road Residents' Association committee.

I have been very supportive of the Herne Hill Velodrome Trust (HHVT) and their initiatives to enhance the Velodrome. However the current licence application runs counter to the arrangements that have been put in place at the Velodrome to ensure the amenity of adjacent residents and which are enshrined in a Code of Conduct drawn up between the HHVT and local residents:

<https://turneyandburbage.org.uk/sports-clubs-2/herne-hill-velodrome-and-residents-code-of-conduct-sept-2013/>

In particular, section 2 on Times of Use requires the Site Manager to ensure that the gates are closed by 9.30pm and the site cleared and empty by 10pm with no vehicles accessing the site after this time. Professional staff and participants are made aware by the management team of the need to respect the amenity of local residents by minimizing noise and disturbance.

Any arrangement whereby the sale of alcohol on and off the premises is permitted until 11.30pm does not comply with the agreed Code of Conduct and would create unacceptable levels of noise disturbance to the households backing onto the Velodrome. This would be

particularly the case for those households on Burbage Road who border the narrow single-track entrance to the Velodrome as attendees leave up to midnight as well as causing traffic disturbance in Burbage and Turney Roads as vehicles arrive and depart beyond the normal current hours of use. It would also create parking problems in the immediate area as there is limited parking on site and planning consent conditions require that visitors make their way onto the site on foot or on a bike.

Residents understood as we drew up the Code of Conduct that there would be a small number of major cycling events (no more than 10) and that Temporary Event Licences would be applied for to cover these events (see Section 3 of the Code of Conduct "Major Events"). If (as we assume) these are the only occasions on which the licence would be required, then we see no reason why these cannot be catered for by means of TEN licences, as provided for in the Code of Conduct. This will entail the prior notification of those nearby and will therefore limit the use on successive nights. We are sure that the goodwill that has always been extended to the organisers will continue on this basis.

Permitting the creation of a permanently licensed facility would fundamentally change the nature of the site as a sports facility and would jeopardise the agreed position, whereby the facility would be empty by 10pm every night, with a limited number of exceptions.

When planning permission was granted for the construction of a new pavilion, the Decision Notice (**15/AP/0790**) made clear that the proposal must comply with the terms set out in the Velodrome Code of Conduct.

***Compliance condition(s) - the following condition(s) impose restrictions and/or other requirements that must be complied with at all times once the permission has been implemented.***

*Section 10: "The proposal shall be carried out in accordance with the terms set out within the **Herne Hill Velodrome Trust Code of Conduct** submitted as part of the application, including the specified limit on hours of use.*

*Reason : The area surrounding the velodrome is residential and the operation of a Management Strategy will reduce any potential for inconvenience and disruption to the general amenity of local residents, by way of disturbance, increased congestion and parking. In accordance with Strategic Policy 13 High environmental standards of the Core Strategy 2011 and Saved policy 3.2 Protection of amenity of The Southwark Plan 2007."*

See <http://planbuild.southwark.gov.uk/documents/?casereference=15/AP/0790&system=DC>

**I would object most strongly to any extension of licensing arrangement beyond the limits specified in section 3, Major Events of the Velodrome Code of Conduct, and required in the Planning Decision Notice of 15/AP/0790.**

Kind regards

██████████

**Heron, Andrew**

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**From:** Jerrom, Charlie  
**Sent:** 12 April 2017 09:58  
**To:** Heron, Andrew  
**Subject:** FW: Re Licensing application No. 858002 (Herne Hill Velodrome) - prevention of nuisance

Objection Received

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**From:** Jerrom, Charlie **On Behalf Of** Regen, Licensing  
**Sent:** Wednesday, April 12, 2017 9:24 AM  
**To:** Jerrom, Charlie  
**Subject:** FW: Re Licensing application No. 858002 (Herne Hill Velodrome) - prevention of nuisance

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**From:** [REDACTED]  
**Sent:** Tuesday, April 11, 2017 8:39 PM  
**To:** Regen, Licensing  
**Subject:** Re Licensing application No. 858002 (Herne Hill Velodrome) - prevention of nuisance

I am a nearby resident of the Velodrome, living at [REDACTED] and, while I wish the Velodrome every success, I wish to request that the license be amended to reduce the number of evenings on which the late drinking will take place. The application is for opening hours up to 2330 every night except Sunday and then up to 2230. I think this is excessive, and could lead to a risk of nuisance. I also wonder why alcohol will be sold for consumption off the premises, which is arguably even more likely to lead to nuisance if people drink in the street outside.

I would like the application to sell alcohol for consumption off the premises to be rejected entirely, and for there to be a minimum of two nights a week when late night licensing (beyond 2200) is not granted, for the sake of the residents in what is normally a reasonably quiet area.

Yours

[REDACTED]

**Heron, Andrew**

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**From:** [REDACTED]  
**Sent:** 12 April 2017 12:09  
**To:** Heron, Andrew  
**Subject:** FW: Application no 858002

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

-----Original Message-----

**From:** Jerrom, Charlie On Behalf Of Regen, Licensing  
**Sent:** Wednesday, April 12, 2017 11:42 AM  
**To:** [REDACTED]  
**Subject:** FW: Application no 858002

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Wednesday, April 12, 2017 10:59 AM  
**To:** Regen, Licensing  
**Subject:** Application no 858002

Dear Mrs Read

I wish to object to Application no 858002 which seeks to extend the licensing hours of the Herne Hill Velodrome.

I agree entirely with the objections raised by the Burbage Road Residents Association in a letter submitted to you by Louise Wood on April 12:

'the hours of licensing proposed are considerably outside the scope and use of this sports facility and in particular are out of line with the hours of use of the site as agreed in the Code of Conduct operating between the Herne Hill Velodrome Trust and local residents.'

I would like to emphasise that the we on Village Way already experience severe impact whenever the velodrome use their sound system to amplify voices and utterly irrelevant music. Any extension of velodrome activities, especially with the addition of alcohol would be a further unfair encroachment on our lives whilst doing nothing for the advancement of cycling.

Best wishes

[REDACTED]  
[REDACTED]  
[REDACTED]

## PARTY D

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
13<sup>th</sup> April 2017

Southwark Council Licensing Department

To whom it may concern,

**Licence application 858002**

I'm writing to object to the above licence application on the following grounds.

### **The prevention of nuisance**

As a resident of Burbage Road whose garden backs onto the velodrome site I'm concerned about the nuisance by way of music, lights and sound, as well as increased parking and traffic, both private vehicles and taxis, arising from the proposed licensing of the premises, whether for the provision of private music and dancing entertainment that is promoted for private gain, for broadcast entertainment within the terms applied for or for the sale of intoxicating liquor to the public during athletic events. Sound travels very effectively from the site, due to its open nature and topography, and of course this is much more so in the evenings when it's otherwise quieter. This applies both to sound from the site, and from those leaving the site after such events. Such usage would also potentially cause nuisance through consequential unmanaged and unsupervised access to the site,

### **Prevention of crime and disorder**

The pavilion building is set towards the far side of the site, and as it is not possible to limit access of visitors to the pavilion only, access to the events to which the licence application relates would expose the entire site to unsupervised public access, including during the hours of darkness. It would not be practicable to ensure the site was vacant before being secured at the end of such events. This would materially increase the risk of unlawful entry into the gardens and outbuildings of residents, as well as noise and nuisance. There have been isolated burglaries over the years where access has been gained from the rear of the property, and these could increase. This could affect the ability of residents to leave rear windows and doors open, to allow children to play unsupervised, and generally affect the quiet enjoyment of residents' homes and gardens. The nature of the site is such that it is not practicable even in daylight for those running events and sessions to monitor movements either in and out of the site or around it.

The usage specified in the licence would be at odds with the Code of Conduct agreed between the HHV and local residents. I'm surprised, further, not to see those agreed conditions reflected in the licence application conditions, along the lines of the comparable Dulwich Sports Club licence (number 8619).

Yours sincerely  
[REDACTED]  
[REDACTED]

## PARTY E

NOTICE OF OBJECTION: LICENCE APPLICATION BY HERNE HILL VELODROME  
TRUST No 858002



Dear Sir,

I write in relation to the application for a premises Licence for the Herne Hill Velodrome, partly as a means of seeking reassurance on several points. ■  
■

- A. I object to the license being sought for **sale by retail to be consumed OFF premises**. This is a sports pavilion, not an off-licence. Plainly in good weather people may wish to take a drink into the velodrome grounds: but I think the conditions should limit off sales to the grounds of the velodrome or preferably, like most pubs, the immediate surrounds of the pavilion.
- B. I object to the proposed **extra half-hour** for sales as a late night refreshment licence. Condition 109 allows for 20 minutes drinking up time already, and 30 minutes if a meal is served. I see no justification for a sports pavilion to have an extension to 2330 as a matter of course, as opposed to a special licence for an event.
- C. From past experience, I wish to object to the open-ended nature of Condition 111, to establish that it permits music only **within the premises** ie the pavilion itself, and not the grounds of the velodrome eg using a sound system. I would like the Condition to have a rider about containing sound within the built premises.

Condition 340 does not seem to make any sense, there is no verb. Presumably it is intended to be permissive of such sales.

Yours etc  
■

# PARTY F



Southwark Licensing Team  
Hub 2, 3rd Floor  
PO BOX 64529  
London  
SE1P 5LX

Application NO 858002

Village Ward

HERNE HILL STADIUM  
Herne Hill Stadium Burbage Road  
SE24 9HE

Dear Mrs. Read

Thank you for asking for our opinion on this pending licensing application.

I am responding on behalf of the Burbage Road Residents' Association and in conjunction with this I attach the minutes of our recent Committee Meeting as evidence that I am authorized to respond on behalf of the Association.

We have one of the most long-established, thriving and well-respected residents' associations in Dulwich and are recognized by The Dulwich Estate. We represent 200 households, including those in Courtmead, Donne Court, Royston and Cobb Courts. We foster communication within the road and with other local organisations with the aims of preserving the utility of our environment, the security of homes and the safety of all those using our road and pavements whilst also supporting neighbourly help and socialising.

We would like to object to the above application as it currently stands on the basis that the hours of licensing proposed are considerably outside the scope and use of this sports facility and in particular are out of line with the hours of use of the site as agreed in the Code of Conduct operating between the Herne Hill Velodrome Trust and local residents.

I attach the Code of Conduct, (which was recognized and incorporated in the recent planning application to Southwark for Floodlighting at the Velodrome).

<https://turneyandburbage.org.uk/sports-clubs-2/herne-hill-velodrome-and-residents-code-of-conduct-sept-2013/>

The key provision is section 2, where it is agreed as follows:

## Times of use

The Cycling Development Manager will aim to limit access to the site to after 7am on weekdays, 8am on Saturday and 8.30am on Sundays. He will also aim to ensure that the gates are closed by 9.30pm and the site is empty by 10pm with no vehicles accessing the site after this time. Professional staff and participants are made aware by the management team of the need to respect the amenity of local residents by minimising noise and disturbance.

Clearly, any arrangement whereby the sale of alcohol on and off the premises was permitted every night of the week until 11.30pm would drive a coach and horses through the agreed provisions of the Code of Conduct and would create wholly unacceptable levels of:

Noise disturbance to the 70 households backing onto the Velodrome, this being a residential area with many school age families;

Excessive noise disturbance to the households either side of the narrow, single-track entrance to the Velodrome at 106 and 104 Burbage Road as attendees leave up until midnight;

Traffic disturbance at the narrow entrance to the Velodrome and to local residential streets (particularly Burbage, Turney Road and Dulwich Village) as vehicles arrive and depart beyond normal current hours of use.

It would also give rise to:

Road and pedestrian safety issues as the entrance is poorly visible, particularly at night;

The risk of further crime to the equipment and premise of the Velodrome but also local homes as the site will be open, accessible and unmanned during the hours of darkness;

Parking problems as there is very limited parking on the site and it was a condition of planning consent that participants will make their way to this site on foot or bike.

More generally, the creation of a fully and permanently licensed facility would fundamentally change the nature of this site, which is a sports facility of which the majority of users are young people and children.

We assume therefore (although it is entirely unclear from the application) that the license would in practice only be utilised for the purposes of what section 3 of the Code of Conduct describes as:

*“A small number of major cycling events (typically 5/6 but no more than 10) [which] are [to be] held throughout the year...These events are all cycling related and chosen to be compatible with the*



*amenity of the local area. Temporary Events licenses will also be notified to residents as and when they are granted.'*

This carefully balanced position, whereby the facility would be empty by 10pm every night, with a limited number of exceptions, was arrived at following extensive discussions between representatives of the Velodrome and residents, and the residents remains willing to proceed on that agreed basis.

However, if (as we assume) these are the only occasions on which the license would be required, then we see no reason why these cannot be catered for by means of Special Events Licenses, as provided for in the Code of Conduct. This will entail the prior notification of those nearby and will therefore limit the use on successive nights. We are sure that the goodwill that has always been extended to the organisers will continue this basis.

Alternatively, if it is felt to be administratively easier for there to be one license, rather than a series of special events licenses, then it needs to be made clear that the license will only apply to Special Events as defined in the Code of Conduct and that adequate notice of all such events will be provided to residents.

We would object in the strongest terms to any extension of licensing arrangements beyond the Special Events.

If we can provide any further information in conjunction with this objection, please do not hesitate to contact me.

Kind regards

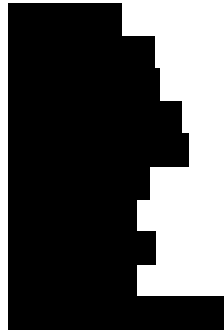
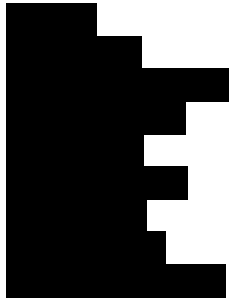
[REDACTED]

[REDACTED]

Burbage Road Residents' Association

## BURBAGE ROAD RESIDENTS' ASSOCIATION

Minutes of a Committee Meeting on Sunday, 2<sup>nd</sup> April 2017  
6pm, 67 Burbage Road, SE24



<p><b>1. BRRR Organisation</b></p> <p>Minutes of last meeting: 15th, January 2017</p> <ul style="list-style-type: none"><li>• Agreed subject to the following outstanding actions:<ul style="list-style-type: none"><li>○ AGM minutes and action points</li><li>○ LW to meet with John Smith of SCST (&amp; chase keys)</li><li>○ Chase Southwark for details of their tree replacement programme due for implementation by April.</li></ul></li></ul>	<p>SH LW LW</p>
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## 1. Communication & Liaison

### Sports facilities

#### HHVT

- A liaison meeting took place on 15<sup>th</sup> February and it was agreed, pending further consultation with residents, to allow the extension of floodlighting to 9.30pm during the week, on a trial basis, and provided that the site is cleared by 10pm to minimise disruption to neighbours.
- A number of other commitments were also made by HHVT (re gates, sound system, Dernys, Knotweed) and these are provided as an addendum to these minutes.
- HHVT have subsequently however failed to inform us of a late night event on 31<sup>st</sup> March and a licensing application, which includes drinks on and off the premises till 11/11.30pm on all nights
- It was noted that the lines of communication previously agreed are clearly not working and it is our fear this may deteriorate as the management team transitions.
- The Chair was asked to write to Southwark and OBJECT to the times of licensing and to ask for these to be brought in line with the agreed hours of use of the site as covered in the Code of Conduct.
- Individual events can then be licensed according to a Special Events Licence, which will require HHVT to inform residents of each major event planned.
- The general understanding when floodlighting had been discussed at planning level was that HHVT is not just another sports club but primarily a sports facility aimed at young people.
- The latest Code of Conduct is on the Turney & Burbage website and will need to be updated for the above, and for the new contact points.

LW

LW/AC

#### EAC

- The last meeting took place on 28<sup>th</sup> October 2015. Simon will arrange another ASAP.
- Dulwich Estate has agreed to a lower entrance fence but the Committee believes strongly that this is insufficient for sight lines for pedestrian safety and asked the Chair to go back to The Estate, with the support of The Police, The Dulwich Society and Alleyn's school. Sarah will sketch our proposals for low planting and a picket fence.

SW

LW

### Community Organisations

#### Dulwich Estate (& Scheme of Management Advisory Committee)

- Next SOM meeting is on Tuesday, 13<sup>th</sup> June. Louise will nominate a committee member to attend in her absence.
- Louise will invite Karen Wood, the new PR specialist to meet her and Yvonne and raise the EAC entrance issue.
- Rosalind asked for advice on a fruit tree, which is causing concern amongst neighbours and these are not covered by Estate restrictions.

LW

LW

#### Herne Hill/Dulwich planning zones

- Tireless and timely work by Linda, Peter, Andrew and Tyrrell has confirmed our concern that the mid section of Burbage road should not be included in the Herne Hill Planning zone, as currently proposed by the HHH Team. It is the view of the Committee that the Herne Hill Velodrome should also fall

within the Dulwich planning zone and Louise will write to the Herne Hill and Dulwich teams with the evidence and reasons.	
<p><b>2. Residents' news and queries</b></p> <p>Dulwich Picture Gallery</p> <ul style="list-style-type: none"> <li>Residents have asked us to object to the extensive licencing hours proposed for the Summer Pavilion. Tyrrell helpfully provided further details. Louise will liaise with those nearby and alert individual residents to object in the next newsletter.</li> </ul>	LW
<p><b>3. Environment</b></p> <ul style="list-style-type: none"> <li>Simon raised the issue of swarming bees/wasps and Louise agreed to provide details of neighbours with expertise in this.</li> </ul>	LW
<p><b>4. Road and Traffic Issues</b></p> <ul style="list-style-type: none"> <li>No issues raised</li> </ul>	
<p><b>5. Security and safety</b></p> <ul style="list-style-type: none"> <li>No issues raised</li> </ul>	
<p><b>6. Neighbourly help and socialising</b></p> <p>Summer Party</p> <ul style="list-style-type: none"> <li>Proposed date 2-4pm Sunday <u>18<sup>th</sup> June</u> to tie in with a nationwide street party weekend and Father's Day. Pedder and Nellys to be approached for sponsorship. A planning meeting with Turney takes place on 5<sup>th</sup> April.</li> </ul> <p>St Christopher's 50<sup>th</sup> Anniversary campaign</p> <ul style="list-style-type: none"> <li>Tyrrell briefed us on this and we agreed to support a summer event at his home to raise awareness in Burbage Road and identify sources of substantial funding. Louise will also promote legacies through the newsletter/website. Date to be agreed.</li> </ul>	LW/AF  TE/LO
<p><b>7. Finances</b></p>	

<ul style="list-style-type: none"><li>• No issues raised</li></ul> <p><b>8. Next meeting</b></p> <ul style="list-style-type: none"><li>• Sunday 23<sup>rd</sup> July at 6pm</li></ul>	Please confirm availability
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Final 11 April 2017

# Herne Hill Velodrome and Residents: Code of Conduct

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The purpose of this Code is to set out some key guidelines to support the continuing good relationship between the management of the Herne Hill Velodrome and its neighbouring residents.

## 1. Use of the site

The Herne Hill Velodrome will continue to be used for cycling and cycling related activities with an emphasis on youth and accessibility for all. Residents and their families are encouraged to become involved in this community run facility by becoming Friends of the Velodrome, by participating in the sessions run there for all ages and abilities and by joining in the special events run throughout the year.

## 2. Times of use

Normal outdoor activities are scheduled to take place between 8.30am and 9pm throughout the year (starting no earlier than 9am on Sundays). The Cycling Development Manager will aim to limit access to the site to after 7am on weekdays, 8am on Saturday and 8.30am on Sundays. He will also aim to ensure that the gates are closed by 9.30pm and the site is empty by 10pm with no vehicles accessing the site after this time. Professional staff and participants are made aware by the management team of the need to respect the amenity of local residents by minimising noise and disturbance.

The majority of events take place during the cycling season (March to October) but training and youth activities continue throughout the year. The new junior track and MUGA will be used predominantly for young cyclists, those with disabilities and community groups during the weekdays. The new lighting will enable cycling to take place on the track during winter evenings but this will be less intensive than the summer and much more weather dependent.

## 3. Major events

A small number of major cycling events (typically 5/6 but no more than 10) are held throughout the year and a schedule of these will be provided to residents organisations to circulate at the beginning of each year. These events are all cycling related and chosen to be compatible with the amenity of the local area. Temporary Events licenses will also be notified to residents as and when they are granted. Details of all activities are available on the website:

[www.hernehillvelodrome.com](http://www.hernehillvelodrome.com)

#### **4. Site Access**

Participants, spectators, volunteers and staff are encouraged to travel to the Velodrome on foot, bicycle, bus or train. For visitors arriving by car, minimal parking facilities are available on site and on street parking on local roads is strongly discouraged, including the blocking of driveways. Staff, volunteers and notices on the Herne Hill Velodrome website reinforce this. The Cycling Development Manager will aim to enforce the speed limit on this road for vehicles and to limit use of the onsite parking spaces to situations of exceptional need.

#### **5. Noise management**

The management of the Velodrome are aware of the need to minimise noise disturbance at all times but particularly in the evenings and at weekends.

Derny bikes (traditional motorised pacer bicycles) are generally used for special racing event days and Thursday evening racing in the summer. Derny bikes will not be used before 9am or after 9pm and will not be used under floodlight on winter evenings. These will not be used before 9am.

The Management Team will monitor to ensure:

- 2 hours per work day (9am – 6pm), max 10 hours total out of 45 hours a week.
- 4 hours per work day evenings (6pm – 9pm) Max 4 hours total out of 15 hours a week
- Weekend and Bank Holidays – 20 days out of all weekends in the year. No time limit.

Regular use of the PA system is limited to Wednesday night and weekend/Bank Holiday racing in summer. During special events sound systems may be brought in by the event organisers and the management will ensure that these are not used for continuous music and that announcements are appropriate and polite.

Any noise complaints should be made to the Herne Hill Velodrome Cycling Development Manager, in the first instance and thereafter with the Southwark Environmental Services 24 hour helpline: 020 7525 5777 asking for a reference number and sending a note of this to the residents' representative of the Burbage Road Residents' Association (see below). The level of complaints will be monitored at the regular liaison meetings to review the Code.

#### **6. Lighting**

The track lighting will be turned off by 9pm in the evening and will not be used in the morning. It is recognised that this will occasionally be extended to 9.15pm to allow

for the clearance of the track following training sessions. The Multi Use Games Area has no lighting and will be used during daylight hours only.

## **7. Third party users**

All of those conducting training sessions and events at the site are under the direct control of the management team. They are briefed in the general rules of safety and behaviour of the Velodrome. For special events a member of the management team is directly on hand to ensure that the same standards of behaviour apply.

## **8. Security**

The management team of the Velodrome is responsible for the security of the site. This includes the securing of the entrance to the site and taking reasonable steps to ensure that the site is completely cleared after use. People enter the site at their own risk. Residents who see any suspicious behaviour should contact the Herne Hill Velodrome Cycling Development Manager on the number below or, if concerned, the Police on 999.

## **9. Communication**

Any concerns from residents can be communicated to:

The Herne Hill Cycling Development Manager, Iain Cook: mobile 07837757986 (week days only); email [info@hernehillvelodrome.com](mailto:info@hernehillvelodrome.com)

Or Phil Wright, HHVT Trustee on behalf of the Friends of the Velodrome on 07940 805 507

[philinhernehill@yahoo.co.uk](mailto:philinhernehill@yahoo.co.uk)

The contact point for residents is Simon White, Burbage Road Residents' Association on 07958 546 577

[simon.white@man.com](mailto:simon.white@man.com)

## **10. Residents' conduct**

Residents whose homes back on to the Velodrome are reminded that exiting directly on to the premises can be extremely dangerous if cyclists are passing on the Cyclo-Cross track. The dumping of rubbish, littering and any other antisocial behaviours are strictly prohibited for the safety and amenity of all users.



11<sup>th</sup> September, 2013