

# Licensing Act 2003 Premises Licence

Regulatory Services  
Licensing Unit  
Hub 1, 3rd Floor  
PO Box 64529  
London, SE1P 5LX

Premises licence number

010883

## Part 1 - Premises details

<b>Postal address of premises, or if none, ordnance survey map reference or description</b>	
DULWICH PARK Dulwich Park College Road	
Ordnance survey map reference (if applicable): 173808533401	
<b>Post town</b> London	<b>Post code</b> SE21 7BQ
<b>Telephone number</b> [REDACTED]	

<b>Where the licence is time limited the dates</b>
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<b>Licensable activities authorised by the licence</b>
Plays - Outdoors Films - Outdoors Live Music - Outdoors Recorded Music - Outdoors Performance of Dance - Outdoors Entertainment Similar to live/recorded music - Outdoors

<b>The opening hours of the premises</b>
For any non standard timings see <b>Annex 2</b>
Monday 08:00 - 22:00 Tuesday 08:00 - 22:00 Wednesday 08:00 - 22:00 Thursday 08:00 - 22:00 Friday 08:00 - 23:00 Saturday 08:00 - 23:00 Sunday 08:00 - 22:00

<b>Where the licence authorises supplies of alcohol whether these are on and/ or off supplies</b>
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<b>The times the licence authorises the carrying out of licensable activities</b>
For any non standard timings see Annex 2 of the full premises licence
<b>Plays - Outdoors</b>
Monday 10:00 - 21:00 Tuesday 10:00 - 21:00

Wednesday	10:00 - 21:00
Thursday	10:00 - 21:00
Friday	10:00 - 22:00
Saturday	10:00 - 22:00
Sunday	11:00 - 21:00

**Films - Outdoors**

Monday	10:00 - 21:00
Tuesday	10:00 - 21:00
Wednesday	10:00 - 21:00
Thursday	10:00 - 21:00
Friday	10:00 - 22:00
Saturday	10:00 - 22:00
Sunday	11:00 - 21:00

**Live Music - Outdoors**

Monday	10:00 - 21:00
Tuesday	10:00 - 21:00
Wednesday	10:00 - 21:00
Thursday	10:00 - 21:00
Friday	10:00 - 22:00
Saturday	10:00 - 22:00
Sunday	11:00 - 21:00

**Recorded Music - Outdoors**

Monday	10:00 - 21:00
Tuesday	10:00 - 21:00
Wednesday	10:00 - 21:00
Thursday	10:00 - 21:00
Friday	10:00 - 22:00
Saturday	10:00 - 22:00
Sunday	11:00 - 21:00

**Performance of Dance - Outdoors**

Monday	10:00 - 21:00
Tuesday	10:00 - 21:00
Wednesday	10:00 - 21:00
Thursday	10:00 - 21:00
Friday	10:00 - 22:00
Saturday	10:00 - 22:00
Sunday	11:00 - 21:00

**Entertainment Similar to live/recorded music - Outdoors**

Monday	10:00 - 21:00
Tuesday	10:00 - 21:00
Wednesday	10:00 - 21:00
Thursday	10:00 - 21:00
Friday	10:00 - 22:00
Saturday	10:00 - 22:00
Sunday	11:00 - 21:00

**Part 2**

**Name, (registered) address, telephone number and email (where relevant) of holder of premises licence**

Southwark Council  
Events Team CLLL  
3rd Floor  
Hub 2  
160 Tooley Street  
London  
SE1 2TZ


**Registered number of holder, for example company number, charity number (where applicable)**

**Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol**

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol**

Licence No.  
Authority

Licence Issue date 16/01/2007



Head of Regulatory Services  
Hub 2, 3rd Floor  
PO Box 64529  
London, SE1P 5LX  
020 7525 5748  
licensing@southwark.gov.uk

## **Annex 1 - Mandatory conditions**

**102** The admission of children to films given under this licence must be restricted in accordance with the recommendations of the British Board of Film Classification or of the licensing authority itself

**103** Where a film is to be submitted for classification to the licensing authority, the cinema or venue operator must submit the film intended for exhibition to the authority at least 28 days prior to the first date upon which the film is intended to be exhibited

**104** Where a programme includes a film in the 12a, 15 or 18 category no person appearing to be under the age of 12 (and unaccompanied in that case), 15 or 18 as appropriate shall be admitted to any part of the programme; and the licence holder shall display in a conspicuous position a notice in the following terms

**"PERSONS UNDER THE AGE OF (INSERT APPROPRIATE AGE) CANNOT BE ADMITTED TO ANY PART OF THE PROGRAMME"**

Where films of different categories form part of the same programme, the notice shall refer to the old stage restriction.

This condition does not apply to members of staff under the relevant age while on duty provided that the prior written consent of the person's parents or legal guardian has first been obtained

**105** Immediately before each exhibition at the premises of a film passed by the British Board of Film Classification there shall be on screen for at least five seconds in such a manner as to be easily read by all persons in the auditorium a reproduction of the certificate of the Board or, as regards a trailer advertising a film, of the statement approved by the Board indicating the category of the film

**106** Immediately before each exhibition at the premises of a film passed by the licensing authority notices shall be displayed both inside and outside of the premises so that persons entering can readily read them and be aware of the Category attached to any film or trailer

**107** Any individual carrying out security activities at the premises must be licensed by the Security Industry Authority. This does not apply where the premises are being used primarily as a Qualifying Club under a Club Premises Certificate, under a Temporary Event Notice, or primarily as a cinema, restaurant or theatre

## **Annex 2 - Conditions consistent with the operating Schedule**

**340** All events will adhere to the restrictions as per the Events Policy.

a) Proposed events will be in line with the Council's overall aims and objectives for culture as set out in "Southwark @ the Centre -Strategy and Priorities for Arts, Culture and Heritage"

b) Any damage to sites will be minimised and restoration carried out in a proper and timely fashion

c) The following criteria will be used to determine whether approval will be given to a specific event. These criteria should be read alongside the application process to ensure compliance with the objectives of the Events Policy and the requirements for holding an event:

Security and public safety issues

Effect on the fabric of the area and damage limitation

Effect of event on regular users of public spaces, stakeholders and local residents

Timing of the event

Size of location, numbers attending or numbers estimated to attend impact on transport infrastructure to support the event. e.g. parking, increased use of public transport and road closures. Quality of the event

The creation of opportunities for local participation

The ability to demonstrate commitment to Southwark Council's Equal Opportunities Statement.

The ability to demonstrate the capacity of the organisers to effectively plan, manage and control the event.

The ability to demonstrate the impact of the event on local business.

No financial risk to London Borough of Southwark Legal constraints

All events will meet any further criteria set out in conditions specific to the location of the event.

d) Upon receiving any applications for events consultation will be carried out with internal and external partners, including appropriate responsible authorities. The level of consultation is dependent on the location of the event and the impact on its surroundings. The consultation process may include the following;

Initial information is received by the Events Team to ensure it fits within the events policy.

Comments will be sought from relevant internal departments. Opinion may be sought from the Metropolitan Police.

Local Ward Councillors will be alerted to and consulted about a proposed event.

The relevant level of external consultation will occur

If objections are received through the public consultation, conciliation is offered where appropriate.

In case of continued dispute the Strategic Director of Environment and Leisure will make a final decision.

e) Fly posting by event organisers shall be discouraged and if it can be directly linked to any event occur, the event's organiser will be deemed in breach of their contract with the Council and will subsequently incur any associated costs arising through the Council having to remove such material. Where possible, prosecutions will be taken and future applications from offenders will not be accepted.

Event organisers must inform Council officers of all event advertising, prior to the commencement of advertising. The organisers must identify the following:

Advertising schedule and process

Methods of advertising

Publications and volume

Radio stations

Poster board sites

f) The following restrictions to the siting of events near trees will apply:

Organisers will adhere to the protection of the borough's current tree stock accordingly

No structure shall touch or interfere with any tree canopy

No tree or shrub should be pruned without authorisation

No exhausts from heaters, generators, etc. shall be positioned next to the base of trees and where possible, exhausts shall be directed away from the tree canopy.

Nothing shall be attached to trees.

Any damage to trees as a direct result of the event shall be charged to the organiser.

g) Transport - Event organisers must inform Southwark Council's Highways and Parking departments and Transport for London and act on

any appropriate guidance. A Transport Infrastructure Plan should be drawn up and submitted as part of the application process.

h) Temporary Events Notice (TEN) or Time-limited Premises Licence may be required by event organisers. In these circumstances any hire agreement will be conditional on a license being granted. Equally, the issue of a TEN or time limited premises licence does not itself constitute permission to use the land.

i) Waste Management - event organisers to be solely responsible for the clearance and maximum avoidance of waste. In addition, the council expects organisers to promote and facilitate recycling methods as its first option of waste management before waste disposal.

j) Environmental Protection - Every effort should be made to minimise environmental impact and maximise the 'green' production of events through the use of recyclable and/or reusable sustainable products and materials, e.g. Minimising power consumption, bio-diesel generators and recycled cups and plates.

k) Normal Service Levels are provided by the London Borough of Southwark for the day-to-day maintenance, upkeep and cleaning of public areas. All increases in these service levels will result in costs being charged directly to event organisers. These details are outlined in the application process.

l) Provisional bookings will only be accepted following submission of a completed application form.

m) Each event must ensure that health and safety legislation is adhered to through the organisers and sub-contractors and that high standards are ensured for both audience and workers. Event organisers will need to ensure that they have developed processes for and that all documentation be available to the London Borough of Southwark Events Manager or representative on request a minimum of 2 weeks prior to the event.

Documents required will be:

Crowd Management Plan

Emergency Control Plan

Risk Assessments

Method Statements

Equal Opportunity Statement

Fire Procedures

Event Communication Plan

Medical Plan

Transport Infrastructure Plan

Lost Child Procedure

Food Hygiene Certificates

Waste Management Plan

Environmental Impact Assessment Site Plans

Access (& interpretation) provision

Public Liability Insurance

Timetable and event description/line-up

Marketing Plan

n) Regulations - All events must conform to:

The Event Safety Guide: A guide to health, safety and welfare at music and similar events HSG 195

Health and safety at Work Act 1974

Management Regulations 1999, and advice given in HG65 The Principles of Safety Management.

RIDDOR 1995

The Children's Act 1989

Fire Precautions Act 1971

Wildlife and Countryside Act 1981

London Borough of Southwark Open Spaces Bylaws

**341** Noise Conditions for Open Air Events in Southwark

These conditions will be considered for open-air events, or events where residents or noise sensitive buildings are in close proximity to the event necessitating noise control over the event.

Small and Large 1 Events - up to 2000 attendees

a) The organiser shall ensure that all requests from the Council's Environmental Health and Trading Standards Business Unit officers are complied with

b) Details of two contact telephone numbers including a mobile telephone number permanently manned during performances are to be made available to Council Officers prior to the events.

c) Regular checks are to be carried out at the nearest sound sensitive locations to the event (e.g. houses, residential homes, churches) to monitor the noise and ensure that reasonable noise levels are not exceeded.



d) If the event is considered by the council's events team to have significant noise impact, the organiser may be required to adhere to some or all of the conditions for larger events as set out in the section below.

Additional conditions for large 2, 3 and 4 events - up to 8000 attendees

e) The organiser will be required to employ a noise control consultant who shall carry out a sound test prior to the event of the sound sources. The sound tests should be conducted from the nearest residential premises.

f) At least one week prior to the beginning of the event a leaflet drop is to be made to households in the immediate area. The leaflet is to include a description of each performance, and contact telephone numbers.

g) That the organiser conforms with the Code of Practice on Environmental Noise Control at Concerts, The Noise Council 1995

h) From the Code, the music noise levels (MNL) measured or predicted at 1 meter from the facade of noise sensitive premises shall not;

1. \*exceed 65dB(a) over a 15 minute period, or
2. \*exceed the background noise level by more than 15dB(A) over a 15 minute period

i) Regular checks are to be carried out at the nearest sound sensitive locations to the event (eg. houses, residential homes, churches) to monitor the noise and ensure that the limit set is not exceeded.

j) All sound equipment on site shall be controlled by the noise control consultant.

k) No additional sound equipment shall be used on site without the prior agreement of the Council's Noise Team and the noise control consultant.

l) The appointed noise control consultant shall continually monitor noise levels at the sound mixer position and advise the sound engineer accordingly to ensure that the noise limits are not exceeded. The Council shall have access to the results of the noise monitoring at any time.

\*Note that 9605.j.1 applies for venues that hold 1-3 days of events per calendar year, 9605.j.2 applies to venues that hold 4 and over

days of events per calendar year. This is not the number of days of any particular event but is an accumulation of all the days of all the events at one particular venue.

**342** a) No firework displays shall not be permitted. However in the event of any form of pyrotechnic special effects to be used, full details must be provided in time for full public consultation to occur

b) All event organisers shall show evidence of Public Liability Insurance

c) In an event with an age limitation eg showing a rated film or selling alcohol (under additional licence), were to take place, appropriate signage and advanced notice of the event and controlled entry shall be considered and proof of age shall be requested

d) For small size events, there shall be a maximum of 12 per calendar year of up to 500 attendees

e) There shall be a minimum time of 21 days between event for Large (1) size events totalling 6 per calendar year of up to 2000 attendees

f) There shall be a minimum of 21 days between events for Large (2, 3, 4) size events totalling 3 per calendar year of up to 4000, 6000, 8000 attendees respectively

g) Events in Area A, Area B, Area C and Area D as shown on the appended site plan within Dulwich Park are not covered by these site conditions; as they are independently managed spaces. However if an events is deemed to be of a scale that does raise issues of public safety or will create significant environmental impact , advice and support may be sought from the Events Team

h) Only in exceptional circumstances will any changes be allowed to the permanent infrastructure of the site. Permission must be granted from the Park Manager and Events Manager

i) The level of consultation is dependent on the size of the events;

j) For small size event, the length of consultation would be flexible with consultation to Ward Councillors and Chair of Friends of Dulwich Park

k) For Large (1,2, 3, 4) size events, there would be a 28 days consultation to internal departments, Ward Councillors for and Chair of Friends of Dulwich Park, Local residents, Traders Associations and additional individual residents who have specifically requested

consultation

- l) Vehicle access point shall be through College Road. Access for events can be arranged via the other 3 vehicle gates (Rosebery, Court Lane and Queen Mary's Gate) by prior agreement with the events team and the Park Manager. Any access from the South Circular Road will also require agreement from the Police and Transport for London.
- m) All events vehicles requiring access into the main fabric of the park, will be by agreement with the Park Manager and the events team, and stick to agreed routes and conditions. There will be no public parking within the main park space.
- n) The weight limit shall not exceed 7.5 tons. Anything greater must be through specific consultation and agreement with the Area Park Manager
- o) Dulwich Park Car Park is a public car park with room for approximately 100 cars. In order to close the car park or to restrict its usage during an event full details must be made available within the application for the event so as to give time for suitable notice to be given. It may be possible to arrange additional parking at Belair Park, providing an appropriate number of stewards are employed.
- p) All damages above reasonable wear and tear to physical infrastructure and environment will be reinstated and the cost charged directly to event organisers
- q) All vehicle movement not on set roadways should be minimised and agreed with London Borough of Southwark. Vehicles should travel at a maximum of 5.m.p.h
- r) On days when no licensable activities takes place, the park will close at sunset

**Annex 3 - Conditions attached after a hearing by the licensing authority**

**Annex 4 - Plans - Attached**

Licence No. 010883

Plan No. 3146 02 BO 0

Plan Date Nov 2004