

From: McArthur, Wesley <Wesley.McArthur@southwark.gov.uk>
Sent: Friday, July 14, 2023 11:29 PM
To: Regen, Licensing <Licensing.Regen@southwark.gov.uk>
Cc: Tucker, Matt <Matt.Tucker@southwark.gov.uk>; [REDACTED]
Subject: Application for a premises licence: Carnaval del Pueblo, The Great Lawn, Chumleigh Gardens, Burgess Park, Camberwell, London, SE5 0AT (our ref': 880456) - Loc ID 199526 - Faraday ward
Importance: High

Dear Licensing,

Please find attached a representation regarding the above application.

Nuala – I hope that you're well. please contact me directly should you wish to respond to the representation and copy the case officer, Matt Tucker in to any such response. I'm happy to discuss any of the recommended conditions. Matt is copied into this email.

Regards,

Wesley McArthur

Principal Enforcement Officer - Licensing Unit
London Borough of Southwark

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Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2QH

To: Licensing Unit	From: Wesley McArthur wesley.mcarthur@southwark.gov.uk 020 7525 5779 (on behalf of the Licensing Unit in its role as a responsible authority)	Date: 14 June 2023
Subject:	Representation	
Act:	The Licensing Act 2003 (the Act)	
Premises:	Carnaval del Pueblo, The Great Lawn, Chumleigh Gardens, Burgess Park, Camberwell, London, SE5 0AT	
Ref':	880456	

We object to the grant of an application for a premises licence, submitted by Carnaval del Pueblo Asociación under The Licensing Act 2003 (the Act), in respect of the premises known as The Great Lawn, Chumleigh Gardens, Burgess Park, Camberwell, London, SE5 0AT Restaurant, 120 Tooley Street, London, SE1 2TH.

1. The application

The application seeks to allow the following -

Live music, recorded music, performances of dance, anything similar to live music, recorded music and performances of dance (all outdoors) -

Sunday: 11:00 – 23:00

The sale of alcohol to be consumed on the premises -

Sunday: 11:00 – 21:30

Opening hours -

Sunday: 11:00 – 23:00

The premises and the intended style of operation of the premises are described in the application as follows (verbatim) –

“We wish the licence for these premises to be renewable at a similar time annually. This event is for a festival on Sunday, 20th August 2023 and we host this event annually. This year, we are expecting 5,000 people at any one time. However, our intention is to upscale the event in the future so we are choosing to apply for 10,000 people now, to ensure we can use the licence for a longer period (hence no end date). The premises are a section of The Burgess Park called the Great Lawn, close to Chumleigh Gardens, off Albany Road and so an outdoor setting. There will be a gazebo bar with chairs and tables and a cold vehicle chilling drinks over night. There will be food stalls/vans closing at 9.30pm.

There will be a main stage with Latin American live orchestra music from folk to salsa and we will monitor the sound level throughout the day. There will be a marquis too within which pre recorded Latin music will be played and some drumming for dance workshops and free style dance.”

The application is to allow up to 14999 attendees at events taking place under the licence at any one time.

2. The Locale

The premises are a busy, urban park bounded by busy roads and with high density of residential blocks surrounding the park.

3. This council’s Statement of Licensing Policy

According to section 7 of this council’s statement of licensing policy 2021 – 2026 (the SoLP), the premises fall within a residential area.

A copy of the SoLP is available via:

<https://www.southwark.gov.uk/assets/attach/7473/Statement-of-Licensing-Policy-2021-2026-final.pdf>

The following closing times are recommended in our SoLP in respect of various types of licensed premises located in the London Bridge District Town Centre Area as follows –

Restaurants and cafes, public houses, wine bars, or other drinking establishments and bars in other types of premises, event premises/ spaces where sale of alcohol is included in, and ancillary to, range of activities including meals:

Monday – Sunday: 23:00

4. Our objection

Our objection relates to the promotion of the all of the licensing objectives.

In part ‘M’ of the application, the applicant has proposed various measures to address the licensing objectives. We welcome these measures, but to ensure that any subsequent licensing conditions are *appropriate, practicable and enforceable* for events that could have upto 14999 attendees at any one time, we recommend that the following conditions replace the measures set out in part ‘M’ of the application *in their entirety*.

All licensing objectives:

- That the any events operated under this licence shall take place in full accordance with the Southwark Council Outdoor Events Policy 2023, and any amended version of the police in the future. A copy of the policy (hardcopy or electronic) shall be

available at the premises for reference at any event undertaken at the premises under this licence.

- That events taking place under this licence shall only be permitted when prior permission to use the premises has been attained from the council's Events Team and consent has been signed off by the Southwark Safety Advisory Group (SAG). Evidence of such must be available at the premises at any event taking place at the premises.
- That comprehensive event and site-specific Event Safety Management Plans (ESMP) shall be developed for each event taking place under this licence. The ESMP shall include the following sections / plans:
 - a. Crowd Management Plan (CMP)
 - b. Emergency Control Plan
 - c. Health and safety risk assessments(HSRA)
 - d. Fire risk assessment (FRA)
 - e. Traffic Management Plan
 - f. Event Communication Plan
 - g. Medical Plan
 - h. Transport Infrastructure Plan
 - i. Child welfare / vulnerable persons policy
 - j. Food Hygiene Certificates
 - k. Waste Management Plan
 - l. Adverse Weather Plan
 - m. Noise Management Plan (NMP)
 - n. Sanitation Plan
 - o. Dispersal Policy
 - p. Drugs Policy
 - q. Entry Policy
 - r. Crime Prevention Policy
 - s. Anti-terrorism plan

The ESMP shall be signed off by the licensee and event manager staff regarding the events at the premises. The signing off shall include the date and version of the ESMP.

- That the ESMP Security & Crowd Management Plan (CMP) will outline the number, position and roles of the Security and Stewarding staff working at the event.
- That when this licence is used to provide licensable activity and the licence summary is displayed, the summary of any other Premises Licence will not be displayed at the same time and no other premises licence shall be in use.
- That copies of the premises licence summary for this licence shall be displayed

where they can easily be seen and read at all bar areas. Such summaries shall be kept free from obstructions at all times.

Prevention of crime and disorder:

- That all relevant staff shall be trained in their responsibilities under the Licensing Act 2003, the promotion of the licensing objectives and the terms and conditions of this licence. Records pertaining to such training (“the staff training logs”) shall be kept at the premises, shall be updated every 6 months and shall be made immediately available to responsible authority officers on request. The training logs shall include the trainee’s name (in block capitals), the trainer’s name (in block capitals), the signature of the trainee, the signature of the trainer, the date(s) of training and a declaration that the training has been received and understood by the trainee.
- That a zero tolerance policy to illegal drug use will be implemented and maintained at the premises. All relevant staff shall be trained in respect of the premises’ drug policy. A record of such training shall be kept in the staff training logs at the premises which shall include the printed name of the trainee and the date that the training was received.
- The drugs policy will include provisions regarding Psychoactive Substances (as defined in the Psychoactive Substance Act 2016. Nitrous Oxide will not be permitted on site and any found on entry will be confiscated and deposited in an amnesty bin.
- That locked amnesty bins shall be provided for the disposal of drugs and / or other prohibited items. The licensee shall contact the police to arrange for suitable disposal of the amnesty bins. The amnesty bins shall not be opened by any persons other than the police, or in the presence of the police.
- That a crime prevention policy will be devised and maintained at the premises. A copy of the crime prevention policy shall be kept at the premises with the premises licence and shall be made immediately available for inspection to council and / or police officers on request. All relevant staff shall be trained in the implementation of the latest version of the crime prevention policy and details of such training shall be recorded in the staff training logs at the premises.
- That anyone found with an offensive weapon on entry will be refused admittance and the Police shall be informed immediately.
- That clearly legible signage shall be prominently displayed where it can easily be seen and read by customers at the entrance to the event, the entrance to any tents / marquee, in any bar areas and in any large toilets (larger than a single person ‘port-a-loo’) advising to the effect that the taking of illegal drugs will not be tolerated at the premises. These notices shall be kept free from obstructions at all times.

- That an incident log shall be kept at the premises to record details of any of the following occurrences at the premises:
 - i. Instances of anti-social or disorderly behaviour
 - ii. Calls to the police by the premises' staff
 - iii. Any complaints received
 - iv. Ejections of people from the premises
 - v. Visits to the premises by the local authority or emergency services
 - vi. Any malfunction in respect of the CCTV system
 - vii. All crimes reported to the venue
 - viii. All seizures of drugs or offensive weapons
 - ix. Any other relevant incidents

The incident log shall contemporaneously record the time, date, location in the premises and description of each incident, the printed and, if possible, signed name of the person reporting the incident and any action taken in respect of the incident. The incident log shall be available / be accessible at the premises at all times that the premises are in use, and shall be made immediately available to responsible authority officers on request. All relevant staff employed at the premises shall be trained in the use of the incident log. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.

- That SIA registered door supervisors will be deployed at the premises when the premises are in operation under this licence. They will be employed to control entry to the premises, to deal with the searching / scanning of customers, to deal with any anti-social or disorderly behaviour at the premises, to de-escalate confrontations, to assist with emergency escape from the premises, to deal with the ejection of people from the premises, to assist with ensuring that the premises' dispersal policy is adhered to and to assist management in liaising with the police regarding instances of crime. When deployed they shall remain at the premises until at least 30 minutes after the premises has closed.
- That all security and management staff shall be supplied with, shall be trained in the use of, and shall use at all times the premises are in operation, 2-way radios ('walkie-talkies') to aid in the safe operation of the premises.
- That SIA security staff shall be supplied with and shall use metal detectors to search (either metal detection arches or hand held metal detectors) regarding all customer entries to the premises.
- That the entry policy shall cover (but not necessarily be limited to):
 - I. Safe customer entry to the premises,
 - II. If / when applicable, searching / scanning of attendees,
 - III. The barring of customer entry to the premises for any reason,
 - IV. Restricted items (e.g. weapons / drugs or any other items restricted by the licensee),

- V. Pre-opening safety checks of the premises,
- VI. Dealing with overcrowding and / or crowd surges
- VII. Dealing with suspect packages

All relevant staff shall be trained in the implementation of the latest version of the entry policy and the details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.

- That all drinks shall be sold in open cans, plastic bottles or will be decanted into recyclable polycarbonate (or similar) or cardboard drinking receptacles. Glass drinking receptacles will not be used at the premises.
- That a security briefing shall be held on the day of the event prior to the event opening to the public. The briefing shall cover all aspects of security and security risks regarding the event. All staff (including stall holders and third party contractors) shall attend the security briefing. Records of the briefing, including details of the briefing content, a register with the names of the briefing attendees and the time and date of the training shall be kept at the premises and be made immediately available to council, police or fire brigade officers on request.
- That each bar on site shall have a dedicated bar manager or supervisor and staffed with a team who shall be conversant with the requirements and responsibilities for the sale of alcohol.
- That a hostile vehicle policy will be devised and maintained at the premises. A copy of the hostile vehicle policy shall be kept at the premises and shall be made immediately available for inspection to responsible officers on request. All staff shall be trained in the implementation of the latest version of the hostile vehicle policy. Details of such training shall be recorded in the staff training logs at the premises.
- That a written record of the authorisation of staff, by the premises' designated premises supervisor (DPS), to make sales of alcohol at the premises on the DPS' behalf, shall be maintained at the premises regarding all staff involved in the sale of alcohol at the premises. The authorisation record shall include the name and address of the premises, the name of the DPS and the signed and printed names of all staff involved in the sale of alcohol at the premises. The authorisation record shall be kept at the premises and shall be made immediately available to council and / or police officers on request.

Public Safety:

- That prior to an event opening each day, the premises will be inspected to ensure that there are no health & safety risks to the public. The details of such inspections will be recorded in a log which shall include the name of the persons who undertook the check and the time and date of the inspection. The inspection log shall be

available at the premises and shall be made immediately available to responsible authority officers on request at any time during the event.

- That clearly legible signage shall be displayed where it can easily be seen and read by customers and staff identifying all emergency escape routes and emergency exits at the premises. Such signage shall be kept free from obstructions at all times.
- That all emergency exits, emergency escape routes and entry / exit doors at the premises shall be kept operable and free from obstructions at all times that the premises are in use.
- That all areas of the premises and all fittings and equipment, door fastenings and all lighting, heating, electrical, toilet and other installations, will be maintained at all times in good working order and in a safe condition.
- That appropriate first aid equipment / materials shall be kept at the premises in a dedicated first aid box / boxes. The first aid box(es) shall be kept easily accessible and unobstructed at all times. All staff shall be made aware of where the first aid boxes are located.
- That staff shall regularly inspect the premises' toilets areas to ensure that they are in a clean and sanitary condition, that no prohibited and / or illegal activities are taking place in the toilets and to check customer safety. The details of such inspections will be recorded in a log which shall include the name of the persons who undertook the check and the time and date of the inspection. The inspection log shall be available at the premises and shall be made immediately available to responsible authority officers on request at any time during the event.
- That counting devices shall be used by the staff who are controlling customer entry to the premises to keep an accurate count of the number of people at the premises and to ensure that the premises' accommodation limit is never exceeded. Staff using the counting devices should be able to determine the number of people at the premises immediately on the request of responsible authority officers.
- That any plant or amplification equipment shall not be readily accessible by members of the public and shall be fenced off, or located in areas that members of the public do not have access to.
- That sufficient external management lighting shall be installed and maintained at the premises when it is dark such that patrons and staff can easily navigate and / or use any external areas and entrance / exits at the premises whenever patrons or staff are present at the premises.
- That clearly legible signage shall be displayed where it can easily be seen and read by customers and staff identifying all toilets, child welfare / vulnerable person

areas and first aid areas. Such signage shall be kept free from obstructions at all times.

- That a queuing system will be designed and implemented at the main entrance to minimise waiting time whilst maintaining crowd safety. This system shall be detailed in the CMP.
- That security, steward and marshalling staff shall be clearly identifiable by their clothing (e.g. liveried hi-vis vests or other clothing).
- The ESMP will consider any service disruptions to local rail services and any subsequent rail replacement bus services.
- That loudhailers will be available to assist staff in providing any pertinent important information to customers.

The prevention of public nuisance:

- That any litter caused by the operation of the premises shall be cleared away from the immediate vicinity of the premises periodically throughout operating hours, and at the end of trade, on each day that the premises are in operation. Staff shall be trained in this and details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.
- That a contract with a waste management company shall be entered into to cover all aspects of waste management at any event taking place under this licence. A copy of the waste management plan shall be kept at the premises during any event and shall be made immediately available to responsible authority officers on request.
- That the NMP shall be devised by a qualified, professional noise management consultant. The NMP shall be signed off by the consultant including the names of the authors, date of the plan and / or any associated reports and stating the version of the plan.
- The noise management consultant will carry out tests of the noise sources prior to the event. The tests shall be conducted at a distance of 1 metre from the façade of the nearest noise sensitive premises and shall be undertaken to ensure that noise levels at the premises do not exceed those recommended in the Southwark Council Outdoor Events Policy 2023 or cause statutory or public nuisance. The nearest noise sensitive premises shall be identified by the noise management consultant and set out in a report to be made available to responsible authority officers immediately on request at any event.

- That the licensee will ensure an officer from this council's Environmental Protection Team (EPT) is invited to the proposed sound tests prior to the event. Evidence of such invitation shall be kept (e.g. an email invitation).
- That during any event the noise management consultant will be employed and shall carry out regular periodic noise testing to ensure that noise generated by amplified sound / plant machinery does not exceed any agreed to sound levels and does not cause statutory or public nuisance of any kind. The details of such tests shall be kept in a log which will include the date and time of the test, the test results and the name of the person who undertook the tests. Such test shall be made available to responsible authority officers on request. Such tests are to be carried out at a distance of 1m from the façade of the nearest noise sensitive locations to the event (e.g. houses, residential homes, churches as described in the NMP) to monitor the noise and ensure that the limits agreed are not exceeded.
- That sound limiting devices (or similar equipment) shall be installed at the premises, be maintained in full working order and be in use at all times that the premises are in operation under this licence. All amplification equipment, entertainment devices and amplified instruments shall be routed through the sound limiting devices (or similar equipment) which shall be calibrated so that the level of amplified sound at the premises does not cause a statutory or public nuisance. Particular regard must be given to the attenuation of bass frequencies. Only the noise management consultant shall have access to the sound limiting devices (or similar equipment) and shall be able to demonstrate that it is in use at the immediate request of responsible authority officers.
- That the control settings of any amplification equipment or sound limiting devices shall only be calibrated by the noise management consultant employed at an event and shall only be altered by the noise management consultant.
- That no additional sound equipment (other than that described in the ESMP/NMP) shall be used on site without the prior agreement of the council's EPT and the appointed Noise Management Consultant.
- That all lighting at the premises shall be installed in such a manner so that it does not cause public or statutory nuisance at any time.
- That the dispersal policy should include (but not necessarily be limited to) the following:
 - a. Details as to how customer / staff egress at the premises shall be managed to minimise causing nuisance.
 - b. Details of public transport in the vicinity and how customers will be advised in respect of it.
 - c. Details of the management of taxis to and from the premises.
 - d. Details of the management of any 'winding down' period at the premises.

- e. Details of the use of security and stewarding in respect of managing customer dispersal from the premises.
- f. Details of any cloakroom facility at the premises and how it is managed.
- g. Details of road safety in respect of customers leaving the premises.
- h. Details of the management of ejections from the premises.

All relevant staff employed at the premises shall be trained in the latest version of the dispersal policy. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises. The dispersal policy shall be made immediately available to responsible authority officers on request.

- That clearly legible signage shall be prominently displayed where it can easily be seen and read by customers, at all exits from the premises and in any external areas, requesting to the effect that customers leave the premises and locale in a quiet and orderly manner with respect to local residents. Such signage shall be kept free from obstructions at all times.
- That clearly legible signage stating a dedicated contact telephone number for the premises shall be prominently displayed where it can easily be seen read by passers-by at the entrance to the premises and on perimeter fencing at the premises. The signage shall state to the effect that the phone number shown can be used to contact the premises in respect of any complaints / enquiries regarding the operation of the premises. Such signage shall be kept free from obstructions at all times. The telephone in respect of this number must be on the event manager's person at all times, or a person nominated by the event manager.
- That any media for the event (including promotional media) shall include information about local public transport options and shall advise attendees not to drive to the event.

The protection of children from harm:

- That a challenge 25 scheme shall be maintained requiring that staff selling alcohol request that any customer who looks under 25 years old, and who is attempting to purchase or take receipt of alcohol, provides valid photographic identification proving that the customer is at least 18 years old. Valid photographic identification is composed of a photo driving licence, passport, UK armed services photo ID card, any Proof of Age Standards Scheme (PASS) accredited card (such as the Proof of Age London (PAL) card) or any age verification card accredited by the Secretary of State.
- That all staff involved in the sale of alcohol shall be trained in the prevention of sales of alcohol to underage persons (including the prevention of 'proxy sales'), and shall also be trained in the challenge 25 scheme in operation at the premises. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.

- That clearly legible signs shall be prominently displayed, where they can easily be seen and read by customers, stating to the effect that a challenge 25 policy is in operation at the premises, that customers may be asked to provide proof of age and stating what the acceptable forms of proof of age are. Such signage shall be displayed at all entrances, points of sale and in all areas where alcohol is displayed for sale. The signage shall be kept free from obstructions at all times.
- That a register of refused sales of alcohol shall be maintained at the premises at all times. The register shall be clearly and legibly marked on the front cover as a register of refused alcohol sales, with the address of the premises and the name of the licence holder. The register shall be used to record details of all refused sales of alcohol. The register shall be kept / be accessible at the premises at all times. The register shall be made immediately available for inspection at the premises to council or police officers on request.
- That children / persons under 18 years old shall not be permitted at the premises unless accompanied by a responsible adult.
- That parents / carers will be responsible for their children whilst on site and will be advised that they should supervise their children at all time.
- That each adult will be allowed to be responsible for a maximum of 3 persons under 18.
- That a copy of the child protection policy shall be kept at the premises with the premises licence and shall be made immediately available for inspection to council and / or police officers on request. All staff shall be trained in the implementation of the latest version of the child protection policy and details of such training shall be recorded in the staff training logs at the premises.
- That there will be no adult entertainment on the premises.

We further recommend that the hours of operation are amended as follows –

All regulated entertainment to finish at 22:00 hours to minimise the risk of noise nuisance and allow a sufficient time for attendees to leave the locale in a quiet and orderly manner with suitable public transport provision still available.

We welcome discussion with the applicant on any of the matters above; however should the applicant agree to all of our proposed amendments then we will withdraw this representation.

We recommend the applicant contacts us directly on this matter as soon as possible.

Yours sincerely,

Wesley McArthur
Principal Enforcement Officer

From: McArthur, Wesley <Wesley.McArthur@southwark.gov.uk>
Sent: Friday, July 14, 2023 11:32 PM
To: Regen, Licensing <Licensing.Regen@southwark.gov.uk>
Cc: Tucker, Matt <Matt.Tucker@southwark.gov.uk>; [REDACTED]
Subject: RE: Application for a premises licence: Carnaval del Pueblo, The Great Lawn, Chumleigh Gardens, Burgess Park, Camberwell, London, SE5 0AT (our ref': 880456) - Loc ID 199526 - Faraday ward
Importance: High

Dear All,

I erroneously left out the following condition from my representation –

- That the exact site layout (indicating locations where licensable activities will take place, the location of sanitation facilities, the number and location of emergency exits, stage locations etc.) and location within the wider park will be presented to the Licensing Authority and Safety Advisory Group (SAG) and agreed with the Parks and Events Teams prior to this licence being issued.

Regards,

Wesley McArthur

Principal Enforcement Officer - Licensing Unit
London Borough of Southwark

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From: McArthur, Wesley <Wesley.McArthur@southwark.gov.uk>

Sent: Friday, July 21, 2023 3:59 PM

To: Carnaval Del Pueblo Asociación [REDACTED]

Cc: Regen, Licensing <Licensing.Regen@southwark.gov.uk>; Tucker, Matt <Matt.Tucker@southwark.gov.uk>; [REDACTED]
[REDACTED]

Subject: RE: Application for a premises licence: Carnaval del Pueblo, The Great Lawn, Chumleigh Gardens, Burgess Park, Camberwell, London, SE5 0AT (our ref': 880456) - Loc ID 199526 - Faraday ward

Hi Nuala,

I can confirm that my representation is withdrawn.

Further to our discussions about the premises licence plans please see two examples of festival plans.

One is an aerial photo plan similar to the one that you sent to me, however as you will note the perimeter of the area to be used has been outlined accurately.

The second plan is an example of an actual event plan (this is the most important, and legally required, plan). As discussed, it has a key to plan symbols used. It also identifies the exact position of all entrances / exits at the premises by way of arrows and a notation showing the name / number of the gate (e.g. G1 = gate 1). Gates should be named / numbered for ease of communication at the event itself. Usually doors / gates should be shown by a gap in the walls and an arc that shows the direction of the door swing, however we would accept doors / gates being identified as per the example plan as well.

I have attached a fire safety guidance document that includes a guide to plan symbols (pages 8-12) to be used regarding fire safety measures / fire-fighting equipment on premises licence plans. You can use your own symbols to show where different FFE will be located, but it is preferable to use those symbols as shown in the fire safety guidance document.

Please provide any amended plans to the case officer, Matt Tucker, ASAP and copy me in.

Andrew Heron is correct in that that the above licence application may not be issued in time for this year's event if there are still outstanding representations and a Licensing Sub-Committee (LSC) hearing is required to determine the application, however if all representations are at least 24 full hours prior to the hearing, then the above application will be granted automatically.

It appears that there are still two representations outstanding and that a Licensing Sub-Committee hearing to determine the application has been scheduled to take place on 10 August 2023. Matt will confirm this. It might be useful for you to contact the objectors via Matt to let them know the amendment that has been made to the application (i.e. all regulated entertainment to finish at 22:00 hours), and the list of

conditions that you have agreed with me, as the amendment & conditions may address the objectors' concerns.

If you have all required documentation in order, SAG have signed the event off and all objections are withdrawn prior to the hearing date then the event could go ahead with the planned number of attendees for this year. To this end, I *strongly* advise you to contact the remaining objectors to address their concerns.

Matt – I have attached the finally formatted list of conditions for later use.

Regards,

Wesley McArthur

Principal Enforcement Officer - Licensing Unit
London Borough of Southwark

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Phone: 020 7525 5779

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Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2QH

From: Carnaval Del Pueblo Asociación [REDACTED]

Sent: Thursday, July 20, 2023 5:59 PM

To: McArthur, Wesley <Wesley.McArthur@southwark.gov.uk>

Cc: Regen, Licensing <Licensing.Regen@southwark.gov.uk>; Tucker, Matt <Matt.Tucker@southwark.gov.uk>; [REDACTED]
[REDACTED] [REDACTED]
[REDACTED]

Subject: Re: Application for a premises licence: Carnaval del Pueblo, The Great Lawn, Chumleigh Gardens, Burgess Park, Camberwell, London, SE5 0AT (our ref': 880456) - Loc ID 199526 - Faraday ward

Dear Wesley,

Thank you for your time too and patience, very much appreciated.

I would like to confirm that I and Carnaval del Pueblo accept the amendments and added new conditions.

Could you please possibly take very special note:

This application goes to panel early August and therefore, we have been informed by Andrew Heron in **today's SAG** that the licence cannot be issued in time for our August 20, 2023 event. It will, therefore, continue as normal and be issued for next year, I would anticipate around October, all being well.

Could you please confer and confirm all is well from your department - or if you need anything else - so that this may proceed smoothly.

In the meantime, we will use our existing licence for up to 2000 people at any one time for this year.

I would like to take this opportunity to invite you and your family to join us at Carnaval del Pueblo as my very own VIP as it is lovely to be treated with the respect and patience you gave me.

Disappointments can only make us stronger in this life and wiser and more tolerant of others, I believe.

Best wishes,

Nuala

All licensing objectives:

- That the any events operated under this licence shall take place in full accordance with the Southwark Council Outdoor Events Policy 2023, and any amended version of the policy in the future. A copy of the policy (hardcopy or electronic) shall be available at the premises for reference at any event undertaken at the premises under this licence.
- That events taking place under this licence shall only be permitted when prior permission to use the premises has been attained from the council's Events Team and consent has been signed off by the Southwark Safety Advisory Group (SAG). Evidence of such must be available at the premises at any event taking place at the premises.
- That a comprehensive event and site-specific Event Safety Management Plan (ESMP) shall be developed for each event taking place under this licence. The ESMP shall include the following sections / plans:
 - a. Crowd Management Plan (CMP)
 - b. Emergency Control Plan
 - c. Health and safety risk assessments(HSRA)
 - d. Fire risk assessment (FRA)
 - e. Traffic Management Plan
 - f. Event Communication Plan
 - g. Medical Plan
 - h. Transport Infrastructure Plan
 - i. Child welfare / vulnerable persons policy
 - j. Food Hygiene Certificates
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 - l. Adverse Weather Plan
 - m. Noise Management Plan (NMP)
 - n. Sanitation Plan
 - o. Dispersal Policy
 - p. Drugs Policy
 - q. Entry Policy
 - r. Crime Prevention Policy
 - s. Anti-terrorism plan

The ESMP shall be signed off by the author of the ESMP, the licensee, and the event manager. The signing off section shall include the date and version of the ESMP.

- That the ESMP Security & Crowd Management Plan (CMP) will outline the number, position and roles of the Security and Stewarding staff working at the event.
- That when this licence is used to provide licensable activity and the licence summary is displayed, the summary of any other Premises Licence will not be displayed at the same time and no other premises licence shall be in use.

- That copies of the premises licence summary for this licence shall be displayed where they can easily be seen and read at all bar areas. Such summaries shall be kept free from obstructions at all times.

The following condition was left off the original representation but sent in an immediate follow up email on 14 July 2023:

- That the exact site layout (indicating locations where licensable activities will take place, the location of sanitation facilities, the number and location of emergency exits, stage locations etc.) and location within the wider park will be presented to the Licensing Authority and Safety Advisory Group (SAG) and agreed with the Parks and Events Teams prior to this licence being issued.

Prevention of crime and disorder:

- That all relevant staff shall be trained in their responsibilities under the Licensing Act 2003, the promotion of the licensing objectives and the terms and conditions of this licence. Records pertaining to such training ('the staff training logs') shall be kept at the premises, shall be updated every 6 months and shall be made immediately available to responsible authority officers on request. The training logs shall include the trainee's name (in block capitals), the trainer's name (in block capitals), the signature of the trainee, the signature of the trainer, the date(s) of training and a declaration that the training has been received and understood by the trainee.
- That a zero tolerance policy to illegal drug use will be implemented and maintained at the premises. All relevant staff shall be trained in respect of the premises' drug policy. A record of such training shall be kept in the staff training logs at the premises which shall include the printed name of the trainee and the date that the training was received.
- That the drugs policy will include provisions regarding Psychoactive Substances (as defined in the Psychoactive Substance Act 2016). Nitrous Oxide will not be permitted on site and any found on entry will be confiscated and deposited in an amnesty bin.
- That locked amnesty bins shall be provided for the disposal of drugs and / or other prohibited items. The licensee shall contact the police to arrange for suitable disposal of the amnesty bins. The amnesty bins shall not be opened by any persons other than the police, or in the presence of the police.
- That a crime prevention policy will be devised and maintained at the premises. A copy of the crime prevention policy shall be kept at the premises with the premises licence and shall be made immediately available for inspection to responsible authority officers on request. All relevant staff shall be trained in the implementation of the latest version of the crime prevention policy and details of such training shall be recorded in the staff training logs at the premises.

- That anyone found with an offensive weapon on entry will be refused admittance to the premises and the Police shall be informed immediately.
- That clearly legible signage shall be prominently displayed where it can easily be seen and read by customers at the entrance to the event, the entrance to any tents / marquees, in any bar areas and in any large toilets (i.e. larger than a single person 'port-a-loo') advising to the effect that the taking of illegal drugs will not be tolerated at the premises. These notices shall be kept free from obstructions at all times.
- That an incident log shall be kept at the premises to record details of any of the following occurrences at the premises:
 - i. Instances of anti-social or disorderly behaviour
 - ii. Calls to the police by the premises' staff
 - iii. Any complaints received
 - iv. Ejections of people from the premises
 - v. Visits to the premises by the local authority or emergency services
 - vi. Any malfunction in respect of the CCTV system (if applicable)
 - vii. All crimes reported to the venue
 - viii. All seizures of drugs or offensive weapons
 - ix. Any other relevant incidents

The incident log shall contemporaneously record the time, date, location in the premises and description of each incident, the printed and, if possible, signed name of the person reporting the incident and any action taken in respect of the incident. The incident log shall be available / be accessible at the premises at all times that the premises are in use, and shall be made immediately available to responsible authority officers on request. All relevant staff employed at the premises shall be trained in the use of the incident log. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.

- That SIA registered door supervisors will be deployed at the premises when the premises are in operation under this licence. They will be employed to control entry to the premises, to deal with the searching / scanning of customers, to deal with any anti-social or disorderly behaviour at the premises, to de-escalate confrontations, to assist with emergency escape from the premises, to deal with the ejection of people from the premises, to assist with ensuring that the premises' dispersal policy is adhered to and to assist management in liaising with the police regarding instances of crime. When deployed they shall remain at the premises until at least 30 minutes after the premises has closed.
- That all security and management staff shall be supplied with, shall be trained in the use of, and shall use at all times the premises are in operation, 2-way radios ('walkie-talkies') to aid in the safe operation of the premises.
- That SIA security staff shall be supplied with, and shall use, metal detectors (either metal detection arches or hand held metal detectors) to search all customer entries to the premises.

- That the entry policy shall cover (but not necessarily be limited to):
 - I. Safe customer entry to the premises,
 - II. If / when applicable, searching / scanning of attendees,
 - III. The barring of customer entry to the premises for any reason,
 - IV. Restricted items (e.g. weapons / drugs or any other items restricted by the licensee),
 - V. Pre-opening safety checks of the premises,
 - VI. Dealing with overcrowding and / or crowd surges
 - VII. Dealing with suspect packages

All relevant staff shall be trained in the implementation of the latest version of the entry policy and the details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.

- That all drinks shall be sold in cans that have been opened by bar staff, plastic bottles or will be decanted into recyclable polycarbonate (or similar) or cardboard drinking receptacles. Glass drinking receptacles will not be used at the premises.
- That a security briefing shall be held on the day of the event prior to the event opening to the public. The briefing shall cover all aspects of security and security risks regarding the event. All staff (including stall holders and third party contractors) shall attend the security briefing. Records of the briefing, including details of the briefing content, a register with the names of the briefing attendees and the time and date of the briefing shall be kept at the premises and be made immediately available to responsible authority officers on request.
- That each bar on site shall have a dedicated bar manager or supervisor and shall be staffed with a team who shall be conversant with the requirements and responsibilities for the sale of alcohol.
- That a hostile vehicle policy will be devised and maintained at the premises. A copy of the hostile vehicle policy shall be kept at the premises and shall be made immediately available for inspection to responsible officers on request. All relevant staff shall be trained in the implementation of the latest version of the hostile vehicle policy. Details of such training shall be recorded in the staff training logs at the premises.
- That a written record of the authorisation of staff, by the premises' designated premises supervisor (DPS), to make sales of alcohol at the premises on the DPS' behalf, shall be maintained at the premises regarding all staff involved in the sale of alcohol at the premises. The authorisation record shall include the name and address of the premises, the name of the DPS and the signed and printed names of all staff involved in the sale of alcohol at the premises. The authorisation record shall be kept at the premises and shall be made immediately available to council and / or police officers on request.

Public Safety:

- That prior to an event opening each day, the premises will be inspected to ensure that there are no health & safety risks to the public. The details of such inspections will be recorded in a log which shall include the name of the persons who undertook the check and the time and date of the inspection. The inspection log shall be available at the premises and shall be made immediately available to responsible authority officers on request at any time during the event.
- That clearly legible signage shall be displayed where it can easily be seen and read by customers and staff identifying all emergency escape routes and emergency exits at the premises. Such signage shall be kept free from obstructions at all times.
- That all emergency exits, emergency escape routes and entry / exit doors at the premises shall be kept operable and free from obstructions at all times that the premises are in use.
- That all areas of the premises and all fittings and equipment, door fastenings and all lighting, heating, electrical, toilet and other installations, will be maintained at all times in good working order and in a safe condition.
- That appropriate first aid equipment / materials shall be kept at the premises in dedicated first aid box / boxes. The first aid box(es) shall be kept easily accessible and unobstructed at all times. All staff shall be made aware of where the first aid boxes are located.
- That staff shall regularly inspect the premises' toilet areas to ensure that they are in a clean and sanitary condition, that no prohibited and / or illegal activities are taking place in the toilets and to check customer safety. The details of such inspections will be recorded in a log which shall include the name of the persons who undertook the check and the time and date of the inspection. The inspection log shall be available at the premises and shall be made immediately available to responsible authority officers on request at any time during the event.
- That counting devices shall be used by the staff who are controlling customer entry to the premises to keep an accurate count of the number of people at the premises and to ensure that the premises' accommodation limit is never exceeded. Staff using the counting devices should be able to determine the number of people at the premises immediately on the request of responsible authority officers.
- That any plant or amplification equipment shall not be readily accessible by members of the public and shall be fenced off, or located in areas that members of the public do not have access to.
- That sufficient external management lighting shall be installed and maintained at the premises when it is dark such that patrons and staff and easily navigate

and / or use any external areas and entrance / exits at the premises whenever patrons or staff are present at the premises.

NEW:

- That only authorised people shall be allowed on the stage, backstage and management areas. They shall be identified by means of a wristband, lanyard, badge or similar easily checked type of identification and security staff shall be responsible for ensuring that all such identification is checked and that only authorised people are permitted into the aforementioned areas.

NEW:

- That at least one dedicated first area shall be installed at each event held under this licence.
- That clearly legible signage shall be displayed where it can easily be seen and read by customers and staff identifying all toilets, child welfare / vulnerable persons areas and first aid areas. Such signage shall be kept free from obstructions at all times.
- That a queuing system will be designed and implemented at the main entrance to minimise waiting time whilst maintaining crowd safety. This system shall be detailed in the CMP.
- That security, steward and marshalling staff shall be clearly identifiable by their clothing (e.g. liveried hi-vis vests or other clothing).
- The ESMP will consider any service disruptions to local rail services and any subsequent rail replacement bus services.
- That loudhailers will be available to assist staff in providing any pertinent important information to customers.

The prevention of public nuisance:

- That any litter caused by the operation of the premises shall be cleared away from the immediate vicinity of the premises periodically throughout operating hours, and at the end of trade, on each day that the premises are in operation. All relevant staff shall be trained in this and details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.
- That a contract with a waste management company shall be entered into to cover all aspects of waste management at any event taking place under this licence. A copy of the waste management plan shall be kept at the premises during any event and shall be made immediately available to responsible authority officers on request.

NEW:

- That a comprehensive noise management plan (NMP) shall be undertaken. The NMP shall be kept at / be accessible at the premises during any events taking place at the premises under this licence and shall be made available to responsible authority officers immediately on request. The NMP shall be specific for each separate event held at the premises under this licence. All relevant staff employed at the premises shall be trained in the latest version of the NMP. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.
- That the NMP shall be devised by a qualified, professional noise management consultant. The NMP shall be signed off by the consultant and shall include the names of the NMP author(s), date of the NMP and any associated reports and stating the version of the plan.
- That the nearest noise sensitive premises (e.g. houses, residential homes or churches etc.) shall be identified by the noise management consultant and set out in a report to be made available to responsible authority officers immediately on request at any event. The noise management consultant will carry out tests of the noise sources at the premises prior to the event. The tests shall be conducted at a distance of 1 metre from the façade of the nearest noise sensitive premises as described in the NMP. The tests shall be undertaken to ensure that noise levels at the premises do not exceed those recommended in the Southwark Council Outdoor Events Policy 2023 (or any later version of the policy), or cause statutory or public nuisance.
- That the licensee will ensure that an officer from this council's Environmental Protection Team (EPT) is invited to the proposed sound tests prior to the event. Evidence of such invitation shall be kept and provided to responsible authority officer immediately on request (e.g. an email invitation).
- That during any event held under this licence the noise management consultant will be employed and shall carry out regular periodic noise testing to ensure that noise generated by amplified sound / plant machinery does not exceed any agreed to sound levels and does not cause statutory or public nuisance of any kind. The details of such tests shall be kept in a log which will include the date and time of the test, the test results and the name of the person who undertook the tests. Such tests shall be made available to responsible authority officers immediately on request. Such tests are to be carried out at a distance of 1m from the façade of the nearest noise sensitive locations to the event to monitor the noise and ensure that the limits agreed are not exceeded.
- That sound limiting devices (or similar equipment) shall be installed at the premises, be maintained in full working order and be in use at all times that the premises are in operation under this licence. All amplification equipment, entertainment devices and amplified instruments shall be routed through the sound limiting devices (or similar equipment) which shall be calibrated so that

the level of amplified sound at the premises does not cause a statutory or public nuisance. Particular regard must be given to the attenuation of bass frequencies. Only the noise management consultant (or persons nominated or permitted by the noise management consultant) shall have access to the sound limiting devices (or similar equipment) and such persons shall be able to demonstrate that the sound limiting devices (or similar equipment) is in use at the immediate request of responsible authority officers.

- That the control settings of any amplification equipment or sound limiting devices shall only be calibrated by the noise management consultant employed at an event and shall only be altered by the noise management consultant.
- That no additional sound equipment (other than that described in the ESMP/NMP) shall be used on site without the prior agreement of the council's EPT and the appointed noise management consultant.
- That all lighting at the premises shall be installed in such a manner so that it does not cause public or statutory nuisance at any time.
- That the dispersal policy should include (but not necessarily be limited to) the following:
 - a. Details as to how customer / staff egress at the premises shall be managed to minimise causing nuisance.
 - b. Details of public transport in the vicinity and how customers will be advised in respect of it.
 - c. Details of the management of taxis to and from the premises.
 - d. Details of the management of any 'winding down' period at the premises.
 - e. Details of the use of security and stewarding in respect of managing customer dispersal from the premises.
 - f. Details of any cloakroom facility at the premises and how it is managed.
 - g. Details of road safety in respect of customers leaving the premises.
 - h. Details of the management of ejections from the premises.

All relevant staff employed at the premises shall be trained in the latest version of the dispersal policy. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises. The dispersal policy shall be made immediately available to responsible authority officers on request.

- That clearly legible signage shall be prominently displayed where it can easily be seen and read by customers, at all exits from the premises and in any external areas, requesting to the effect that customers leave the premises and locale in a quiet and orderly manner with respect to local residents. Such signage shall be kept free from obstructions at all times.
- That clearly legible signage stating a dedicated contact telephone number for the premises shall be prominently displayed where it can easily be seen read by passers-by at the entrance to the premises and on perimeter fencing at the premises. The signage shall state to the effect that the phone number shown can be used to contact the premises in respect of any complaints / enquiries

regarding the operation of the premises. Such signage shall be kept free from obstructions at all times. The telephone in respect of this number must be on the event manager's person at all times, or a person nominated by the event manager.

- That any media for the event (including promotional media) shall include information about local public transport options and shall advise attendees not to drive to the event.

The protection of children from harm:

- That a challenge 25 scheme shall be maintained requiring that staff selling alcohol request that any customer who looks under 25 years old, and who is attempting to purchase or take receipt of alcohol, provides valid photographic identification proving that the customer is at least 18 years old. Valid photographic identification is composed of a photo driving licence, passport, UK armed services photo ID card, any Proof of Age Standards Scheme (PASS) accredited card (such as the Proof of Age London (PAL) card) or any age verification card accredited by the Secretary of State.
- That all staff involved in the sale of alcohol shall be trained in the prevention of sales of alcohol to underage persons (including the prevention of 'proxy sales'), and shall also be trained in the challenge 25 scheme in operation at the premises. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.
- That clearly legible signs shall be prominently displayed, where they can easily be seen and read by customers, stating to the effect that a challenge 25 policy is in operation at the premises, that customers may be asked to provide proof of age and stating what the acceptable forms of proof of age are. Such signage shall be displayed at all entrances, points of sale and in all areas where alcohol is displayed for sale. The signage shall be kept free from obstructions at all times.
- That a register of refused sales of alcohol shall be maintained at the premises at all times. The register shall be used to record details of all refused sales of alcohol. The register shall be kept / be accessible at the premises at all times. The register shall be made immediately available for inspection at the premises to council or police officers on request.
- That children / persons under 18 years old shall not be permitted at the premises unless accompanied by a responsible adult.
- That parents / carers will be responsible for their children whilst on site and will be advised that they should supervise their children at all time.
- That each adult will be allowed to be responsible for a maximum of 3 persons under 18.

- That a copy of the child protection policy shall be kept at the premises with the premises licence and shall be made immediately available for inspection to council and / or police officers on request. All staff shall be trained in the implementation of the latest version of the child protection policy and details of such training shall be recorded in the staff training logs at the premises.
- That there will be no adult entertainment on the premises.