

PLYMOUTH CITY COUNCIL

Subject: Sutton Harbour (as attached plan) Plymouth.
Grant of Premises Licence

Committee: Licensing Sub Committee

Date: 11 August 2015

Cabinet Member: Councillor Philippa Davey

CMT Member: Kelechi Nnoaham (Director of Public Health)

Author: Frederick Prout (Senior Licencing Officer)

Contact details: 01752 304792
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Ref: ERS/LIC/PREM

Key Decision: No

Part: 1

Purpose of the report:

An application has been received from Sutton Harbour Company in respect of Sutton Harbour (as attached plan) Plymouth for the grant of a premises licence under Section 17 of the Licensing Act 2003.

The Brilliant Co-operative Corporate Plan 2013/14 – 2016/17:

This report links to the delivery of the City and Council objectives and outcomes within the plan.

Growing: The Licensing Policy provides a balance between the need to protect residents against enabling legitimate businesses to operate within a necessary and proportionate regulatory framework.

Caring: Reduce Inequalities as the Licensing Policy has put in place an appropriate framework that will allow decision-makers, when considering applications, to reduce the impact on safety, well-being and local amenity on the local community. The licensing system must minimise the burdens on business and to allow communities the opportunity to influence decisions.

See [Our Plan](#)

Implications for Medium Term Financial Plan and Resource Implications:

Including finance, human, IT and land:

Not applicable

Other Implications: e.g. Child Poverty, Community Safety, Health and Safety and Risk Management:

Members should be aware that Section 17 of the Crime and Disorder Act 1998 puts a statutory duty on every Local Authority to exercise its various functions with due regard to the

need to do all that it reasonably can do to prevent crime and disorder in its area.

Equality and Diversity:

Has an Equality Impact Assessment been undertaken? No

Recommendations and Reasons for recommended action:

That Members consider this report.

Alternative options considered and rejected:

None.

Published work / information:

For more information please see the below links.

[Statement of Licensing Policy](#)

[Licensing Act 2003](#)

[Revised Guidance issued under Section 182 Licensing Act 2003 - June 2014](#)

Background papers:

Title	Part I	Part II	Exemption Paragraph Number						
			1	2	3	4	5	6	7
Application									

Sign off:

Fin		Leg	SD/2 3447 /20.7 .15	Mon Off		HR		Assets		IT		Strat Proc	
Originating SMT Member													
Has the Cabinet Member(s) agreed the content of the report? No													

1.0 INTRODUCTION

1.1 On the 18 June 2015 the licensing department received an application from Sutton Harbour Company for the grant of a premises licence under Section 17 of the Licensing Act 2003 in respect of Sutton Harbour area situated as detailed on the attached plan.

1.2 Grant application.

To provide regulated entertainment performances including plays containing formal theatrical performance, street theatre and storytelling to enable a varied seasonal programme, films in open air screenings using an inflatable screen, live music to include stage performances, busking, incidental music, community performances, recorded music between band changeovers and performance of dance to include all genres with community performance and processional activity within the open harbour-side, car park and pontoon spaces around Sutton Harbour to take place outside, on boats and in tented areas (Appendix 1).

1.3 Licensable Activities.

The following licensable activities and timings have been requested:

<u>(a) Plays (Indoors and Outdoors)</u>	
<u>Hours</u>	
Monday to Saturday	10am to 11pm
Sundays	10am to 10pm
<u>(b) Films (Indoors and Outdoors)</u>	
<u>Hours</u>	
Monday to Saturday	10am to 11pm
Sundays	10am to 10pm
<u>(e) Live Music (Indoors and Outdoors)</u>	
<u>Hours</u>	
Monday to Saturday	10am to 11pm
Sundays	10am to 10pm
<u>(f) Recorded Music (Indoors and Outdoors)</u>	
<u>Hours</u>	
Monday to Saturday	10am to 11pm
Sundays	10am to 10pm
<u>(g) Performance of Dance (Indoors and Outdoors)</u>	
<u>Hours</u>	
Monday to Saturday	10am to 11pm
Sundays	10am to 10pm
<u>(h) Anything of a Similar Description to that falling within (e) (f) or (g) (Indoors and Outdoors)</u>	
<u>Hours</u>	
Monday to Saturday	10am to 11pm
Sundays	10am to 10pm

- 1.4 The applicant has submitted an Operating Schedule (Appendices 2 and 3).
- 1.5 Representations have been received in respect of this application.

1.6 Cumulative Impact Policy

Parts of this application falls within an area to which the Cumulative Impact Policy applies and creates a rebuttable presumption that applications for new licences or variations to existing ones which are likely to add to the existing cumulative impact will normally be refused unless the applicant can demonstrate in their operating schedule that there will be no negative cumulative impact on one or more of the licensing objectives if the application were granted. However before the Licensing Authority can lawfully consider giving effect to this policy there must be a relevant representation from either a responsible authority or an interested party referring to information which was before the Licensing Authority when this special policy was developed (Appendix 4).

- 1.7 Plan of Cumulative Impact Area and proposed area (Appendix 5)

2.0 RESPONSIBLE AUTHORITIES

- 2.1 *Environmental Health* made representation relating to the prevention of public nuisance which has since been withdrawn as the applicant has agreed additional changes and conditions (Appendix 6).
- 2.2 *Devon & Cornwall Police* – no representations.
- 2.3 *Devon & Somerset Fire & Rescue Service* – no representations.
- 2.4 *Trading Standards* – no representations
- 2.5 *Planning Officer* - no representations.
- 2.6 *Child Protection* – no representations
- 2.7 *Health & Safety Executive* – no representations.
- 2.8 *Health Authority (ODPH)* – no representations.
- 2.9 *Licensing Authority* – no representations.

3.0 OTHER PARTIES

Eleven letters have been received that are attached to this report marked appendices 7 to 17.

Appendix 16 was copied and pasted by 4 other persons and has been treated as a petition.

4.0 CONSIDERATIONS

- 4.1 The Committee is obliged to determine this application with a view to promoting the licensing objectives, which are:
 - The prevention of crime and disorder;
 - Public safety;

- The prevention of public nuisance;
- The protection of children from harm.

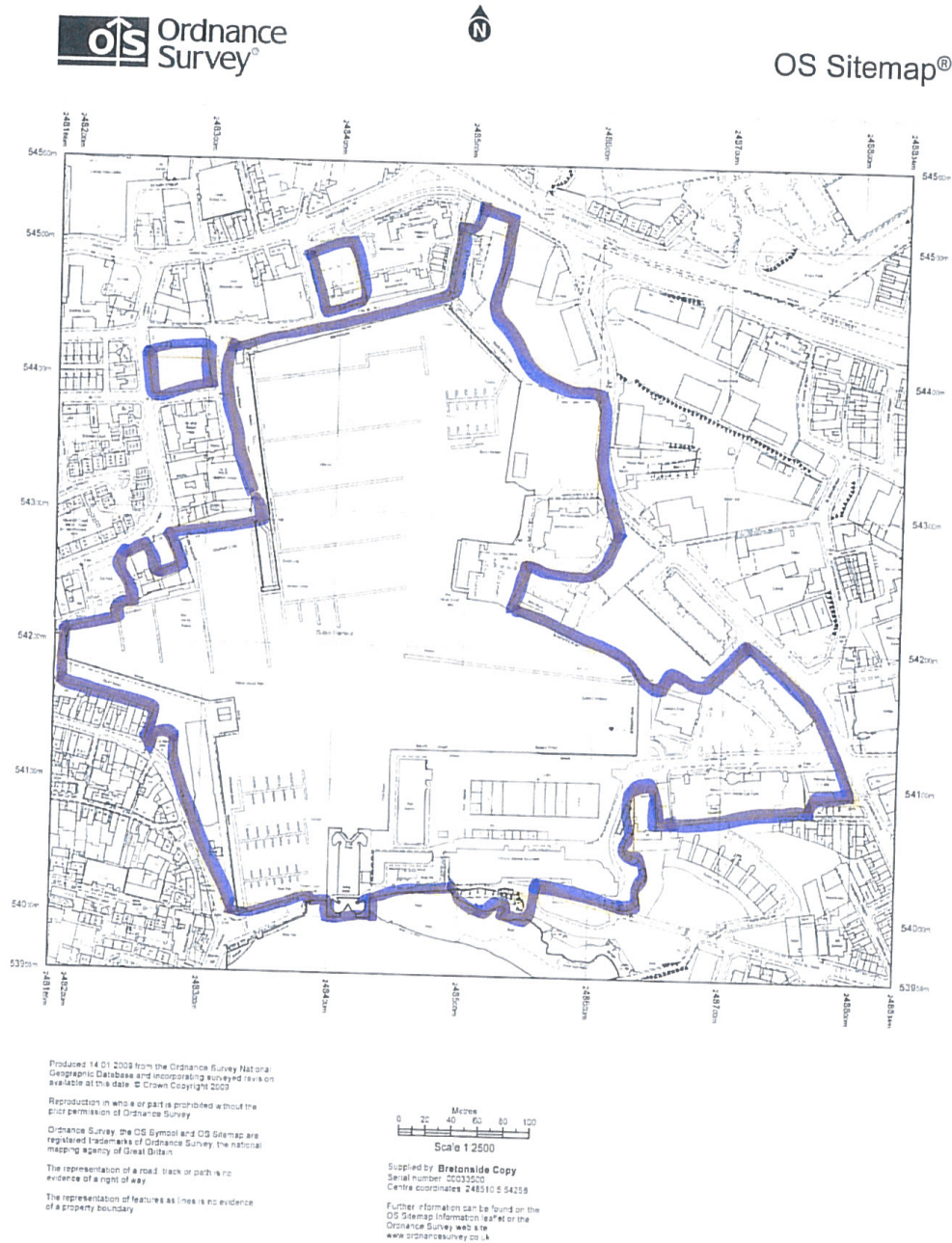
In making its decision the Committee is also obliged to have regards to:

- The guidance issued under section 182 of the Licensing Act 2003 with the following paragraph's relevant to this application: 1.2 – 1.5, 1.16 – 1.17, 2.1, 2.3, 2.6 – 2.8, 2.9, 2.14 – 2.21, 2.24 - 2.26, 2.29 – 2.30, 9.3, 9.11, 9.33 – 9.40 and 10.8 - 10.10.
- The Council's own Licensing Policy with the following headed paragraphs being relevant to this application: Dispersal Policy and Licensing Hours (Page 11), Film classification and Public Nuisance (Page 17) and Licensing Conditions (page 20), Cumulative Impact Policy (page 25 – 26) Special Policy (pages 32 – 33).
- Also the representations (including supporting information) presented by all the parties.

The Committee must take such of the following steps as it considers appropriate for the promotion of the licensing objectives:

1. Grant the licence as asked.
2. Modify the conditions of the licence, by altering or omitting or adding to them.
3. Reject the whole or part of the application.
4. It may also refuse to specify a designated premises supervisor and/or only allow certain requested licensable activities.

The Committee is asked to note that it may not modify the conditions or reject the whole or part of the application merely because it considers it desirable to do so. It must actually be appropriate in order to promote the licensing objectives.



V.2 May 2013

M Describe the steps you intend to take to promote the four licensing objectives:**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)**

We intend to promote best practice for all events and licensable activity in and around Sutton Harbour through the requirement for all activity to work with our event manual which provides guidance on all four licensing objectives and operational requirements as well industry standards.

b) The prevention of crime and disorder

All activity in Sutton Harbour will be developed in consultation with the Police, and security and safety plans will be required for each event to ensure the prevention of crime and disorder. These plans will include processes for access and egress, storage, insurance, sale of alcohol and stewarding which will be honed according to the needs of the event(s).

If there is sale of alcohol on the site, this will be operated in partnership with one of the licensed premises in the area or under a TEN application. Any and all bars will have at least 1 SIA guard during hours of operation, increasing according to the attendance as necessary.

c) Public safety

Safety is of the utmost importance to us and we require all events at Sutton Harbour to comply with our event manual, particularly in terms of risk assessment, liaison with ESAG (if required), safety plans, evacuation and emergency plans, stewarding/staffing levels and management of visitor flow within the site. If the event is being operated by a third party, they will be required to comply with the requirements of the event manual and have appropriate public liability insurance.

The waterside aspect of the premises is a clear concern and the risks associated with this will be accounted for at every event. Mitigation of this risk may include stewarding, signage, site planning, barriers, and water safety provision.

d) The prevention of public nuisance

We do not anticipate activity on Sutton Harbour taking place beyond 23:00 due to the outdoor nature of the site. The nuisance impact of each event will be assessed individually to include noise, traffic impact and waste management. Event organisers are required to plan for mitigation of these issues according to the scale and impact of the event which may require submission of documentation to ESAG and detailed liaising with Environmental Health, Highways, Police and specialist consultants if required.

The events programme is evolving to provide a varied and interesting programme of activity for residents, businesses and visitors together and we will be maintaining a high level of consultation with our neighbours and partners to ensure that nuisance is kept to a minimum.

A complaints line will be established for every event and all issues will be recorded in order that they might be addressed at the next event.

e) The protection of children from harm

All activity must operate in compliance with the event manual Safeguarding Policy.

Where necessary, activity leaders will be DBS checked. Safeguarding will be included in the stewards briefing.

Where alcohol is served, we will operate a Challenge 25 process throughout the site.

OPERATING SCHEDULE – SUTTON HARBOUR

Licensable activities to be undertaken on the premises:

- **Provision of regulated entertainment**
 - o Plays – to include storytelling, formal theatrical performance, and street theatre to take place outside, on boats and in tented structures.
 - o Films - we see the potential for open air screenings at Sutton Harbour using an inflatable screen and working in partnership with venues around the harbour area.
 - o Live Music - to include stage performances, busking, incidental music, community performances and music as part of wider activity across all genres to take place outside, on boats and in tented structures
 - o Recorded Music - to include incidental music to cover band changeovers and radio broadcast playback to take place outside, on boats and in tented structures
 - o Dance - to include all genres of dance, community performance, and processional activity to take place outside, on boats and in tented structures
 - o Other - to include a range of other activity such as vintage fairground rides, facepainting, participatory workshops, markets, art exhibitions and similar, sports events, car displays, as part of broader themed festivals and community celebrations taking place in tented structures and open spaces

Times of operation:

Monday	10:00 – 23:00
Tuesday	10:00 – 23:00
Wednesday	10:00 – 23:00
Thursday	10:00 – 23:00
Friday	10:00 – 23:00
Saturday	10:00 – 23:00
Sunday	10:00 – 22:00

It is important to note that this premises license is to cover a varied programme of events throughout the year and timings of those events will operate within the timings above.

Sale of alcohol

This premises license does not include the sale of alcohol. If this is to be part of any event, we will work in partnership with existing licensees (and their respective DPS) to deliver this aspect.

Promotion of Licensing Objectives

We intend to promote best practice for all events and licensable activity in and around Sutton Harbour through the requirement for all activity to work with our event manual which provides guidance on all four licensing objectives and operational requirements as well industry standards.

Prevention of Crime and Disorder

All activity in Sutton Harbour will be developed in consultation with the Police and security and safety plans will be required for each event to ensure the prevention of crime and disorder. These plans will include processes for access and egress, storage, insurance, sale of alcohol and stewarding which will be honed according to the needs of the event(s).

If there is sale of alcohol on the site, this will be operated in partnership with one of the licensed premises in the area or under a TEN application. Any and all bars will have at least one SIA guard during hours of operation, increasing according to the attendance as necessary.

Public Safety

Safety is of the utmost importance to us and we require all events at Sutton Harbour to comply with our event manual, particularly in terms of risk assessment, liaison with ESAG (if required), safety plans, evacuation and emergency plans, stewarding/staffing levels and management of visitor flow within the site. If the event is being operated by a third party, they will be required to comply with the requirements of the event manual and have appropriate public liability insurance.

The waterside aspect of the premises is a clear concern and the risks associated with this will be accounted for at every event. Mitigation of this risk may include stewarding, signage, site planning, barriers, and water safety provision.

Prevention of Public Nuisance

We do not anticipate activity on Sutton Harbour taking place beyond 23:00 due to the outdoor nature of the site. The nuisance impact of each event will be assessed individually to include noise, traffic impact and waste management. Event organisers are required to plan for mitigation of these issues according to the scale and impact of the event which may require submission of documentation to ESAG and detailed liaising with Environmental Health, Highways, Police and specialist consultants if required.

The events programme is evolving to provide a varied and interesting programme of activity for residents, businesses and visitors together and we will be maintaining a high level of consultation with our neighbours and partners to ensure that nuisance is kept to a minimum.

A complaints line will be established for every event and all issues will be recorded in order that they might be addressed at the next event.

Protection of Children from Harm

All activity must operate in compliance with the event manual Safeguarding Policy.

Where necessary, activity leaders will be DBS checked. Safeguarding will be included in the stewards briefing.

Where alcohol is served, we will operate a Challenge 25 process throughout the site.

SUTTON HARBOUR EVENT MANUAL

CONTENTS:

1. Running Events At Sutton Harbour	1
2. Operational Plan	2
3. Risk Assessment	6
4. Emergency Action Plan	7
5. Policies	8

This Event Manual is designed to ensure that all events at Sutton Harbour are as successful as possible for all involved. It is our intention that events engage a range of audiences, including residents, businesses and visitors which enhance the area and create great event experiences.

To do this, we recognise that we all have a responsibility for safety and effective site management and this manual has been created to enable event organisers of all kinds to work consistently.

Running Events At Sutton Harbour

In order to use the space at Sutton Harbour, all users must:

- Confirm usage with Charlotte Malcolm at Sutton Harbour: C.Malcolm@sutton-harbour.co.uk
- Comply with the parameters and policies set out within this manual
- Comply with the parameters of the site Premises License
- Provide a copy of their Public Liability Insurance, evidencing cover up to £5m
- Complete an operational plan and risk assessment, submitting to the City Council events team if necessary
- Provide the details of a designated Event Manager to liaise with Sutton Harbour throughout

OPERATIONAL PLAN

Your operational plan should include (as appropriate for your event) the following:

- Introduction, Scope, Background, & Event Management
- Crowd Management, Highways, Other Agencies & Accidents/Incidents
- First Aid, People with Disability, Infrastructure & Technical
- Bomb Threats, Evacuation, & Cancellations
- Communications, Radio's, Signage & Communication Failures
- Contacts List
- Timeline/Operational Schedule (to include event activity rig and de-rig)
- Site Plan

INTRODUCTION

Outline the event aims & objectives, content and key partners involved.

SCOPE

Specify the areas of the site to be used and the responsible bodies.

Reference your emergency action plan and risk assessment, highlighting any key features that present significant challenge or risk.

BACKGROUND

Describe the history of the event – how many years has it been running, what kind of audience and how many are expected.

EVENT MANAGEMENT & RESPONSIBILITIES

Detail the roles and responsibilities of the various people involved. You could use an organogram for this or simple role descriptions, identifying what each person is responsible for. For example:

The Event Manager will:

- Produce a site layout
- Deliver briefing to ESAG (where necessary)
- Collect related safety paperwork relating to all activity and infrastructure from participants
- Book infrastructure on site
- Ensure that security staff are briefed and on site
- Ensure that the site is safe under their responsibilities for Health and Safety
- Ensure that the operational plan is in place.
- Liaise with the Police on site (if in attendance)
- Be responsible for site coordination during build, event day and de-rig.
- Ensure all event vehicles are escorted on/off the pedestrian areas in agreed timeframes.

In this section, you need to identify key staff and organisations who are discharged with the following responsibilities for the duration of the event:

- Event management
- Site safety
- Devon & Cornwall Police, security provider or other infrastructure providers
- Traders/exhibitors/activity providers
- Communications/marketing function

You may also find it useful to create a project plan/gantt chart for the planning and delivery of the project to identify key deadlines and responsibilities.

CROWD MANAGEMENT

Here, you need to identify the following:

- The type of audience attending
- Any specific considerations that need to be made e.g. pushchairs access/storage or dog owners
- The capacity of the spaces
- The number and qualifications of the stewards/security staff

In terms of estimating capacity, it is based on the square meterage of available space (after you have put in any activities e.g. traders, carousel or tented structures). Quay Square for example is approximately 1310sqm and allowing for 2 people per metre in accordance with the HSE Purple Book, this gives a potential capacity of 2620.

As a general rule, you need to aim for 1 steward for every 50 people attending with more in areas where there may be problems with flow, pinch points, over-crowding or hazardous activity.

HIGHWAYS

If the event area is not a road or thoroughfare and therefore there will be no vehicles in the areas during the day, then you simply need to ensure that access for emergency service vehicles is maintained throughout.

If there are a number of deliveries or suppliers/activity providers, you will need to think through the implications for access and egress, particularly during set up and take down.

It is also important to consider how your audience access the event and the potential impact on parking, queuing, public transport and signage.

If the event makes use of highways in any way, the organiser must create a traffic management plan and liaise directly with Highways regarding approval and implementation.

ACCIDENT/INCIDENT REPORTING

All accidents and incidents whether involving members of the public, partner agencies, suppliers, volunteers or employees, will be reported to the Event Manager. The Event Manager will be responsible for following standard incident reporting procedures..

FIRST AID PROVISION

Outline the provision that will be available onsite throughout the event.

PEOPLE WITH DISABILITIES

For the majority of events, all city car parks are open as usual and parking provision for disabled is available nearby at Elphinstone Car Park, Southside Street and Lambhay Hill car parks. Due to the nature of the events, all areas are accessible and will facilitate all spectators.

If this is not the case, it is important to articulate inaccessibility here and to include how you will communicate that to your audiences.

WASTE MANAGEMENT

As Event Manager you are responsible for the safe and effective disposal of all waste created by and within your event. Outline here the waste provision that you will have onsite which will be dependent on the number of people attending, traders and duration of event. Where possible, please ensure that you make provision for recycling.

TOILETS

There are public toilets available on Quay Square but additional provision may be required according to the anticipated attendance

INFRASTRUCTURE

There is no direct power supply available on site so outline here the power supplies to be brought onto site and the extent of distribution that you will be setting up. The safe provision of power supply should be included in your risk assessment.

The street lighting is integral to the site and cannot be turned off. If more light is required for any reason, this needs to be included here and provided by the Event Manager.

There is no water supply on the site and therefore any requirement for this will necessitate a bowser from South West Water. If this is required as part of your event, please detail the quantities and distribution here.

AV/TECHNICAL

Outline here the Audio-Visual or Technical specifications of your event including lighting, sound, projection, staging, truss/rigging etc. Please note any risks or associated hazards within your risk assessment and any exceptional considerations need to be articulated here.

ENTERTAINMENT

Sutton Harbour holds a premises license for the provision of regulated entertainment and you are required to operate within that license. The licensed operating hours are 10:00 – 23:00 (Mon – Sat) and 10:00 – 22:00 (Sun).

ALCOHOL

If you wish to sell alcohol or operate a bar during your event, you must operate under a Temporary Events Notice or in partnership with an existing licensed premises.

BOMB THREATS AND SUSPECT PACKAGES

In the event of a telephone bomb threat, Devon & Cornwall Police will advise on the validity of the threat, and advice on evacuation or relocation of the public as appropriate. In the event of an IED or suspected IED being discovered Devon and Cornwall Police will take charge of the incident. Staff will call in any suspect packages to the Event Control, no member of staff will attempt to investigate or deal with any suspect packages.

EVACUATION

The Event Manager, working with Police and any other relevant personnel, shall make the decision to evacuate part or all of the site. The mechanism for communicating this to attendees shall be specified here in conjunction with the Emergency Action Plan.

The Event Manager should identify and agree emergency evacuation points with Sutton Harbour according to the activities involved and the site plan considerations.

CANCELLATION

All messages in relation to the cancellation of an activity will be made from the Quay Square via megaphones or PA if available. If before the event there will be a press release, website updates and the use of social media.

COMMUNICATION

The On Site Communications Plan detailed below outlines the communication networks and equipment that will be available throughout the event:

EVENT CONTROL

We recommend that you operate via an Event Control point based in an appropriate space within your site plan. A central point of co-ordination ensures that issues can be dealt with promptly and that everyone involved knows where to go/who to contact.

RADIOS

Depending on the scope of your event, you may need to hire radios to ensure you can communicate effectively across the site during the rig, event and de-rig. Please identify whether this is necessary for your event.

SIGNAGE

Communication with attendees and general public is essential to ensure that everyone can enjoy the event. Please create a signage plan that identifies the location and content (and quantity) of signage around the site.

SITE PLAN

Please create a site plan for your event identifying where key activities will be happening, access routes, emergency evacuation points and key infrastructure provision (power, water, toilets etc)

CONTACTS LIST

NAME	ROLE	TEL	EMAIL

This list should include key suppliers and team members where necessary.

TIMELINE/OPERATIONAL SCHEDULE

Create a schedule of activity for your event to include all set up, deliveries, scheduling of content, de-rig, site clearance and any other relevant activity.

RISK ASSESSMENT

You are required to create a risk assessment for your event that identifies the key safety issues for the activity you are undertaking. As a minimum, it should include consideration of:

- Trips, slips & falls
- Use of electrical supply (including installation where appropriate)
- Working at height
- Fire
- Temporary structures
- Child protection
- Assault/vandalism/theft
- Food safety (particularly if you have food & drink traders)
- Alcohol consumption
- Objects falling
- Drowning
- Health emergency
- Lone working
- Noise & nuisance
- Waste management
- Manual handling
- Weather
- Staff & volunteer welfare

For each of the above, you need to identify the severity and likelihood of each risk and the action that you are taking to mitigate each risk.

Sutton Harbour Holdings requires you to complete this to a satisfactory standard and indemnify them against any and all claims that may arise from lack of consideration of risk.

EMERGENCY ACTION PLAN

It is important to articulate how you will co-ordinate response to an emergency. There may be specific elements that vary for your event but the basics are:

If an emergency arises (terrorist attack, health emergency, fire, structural failure, crowd crush, riot or similar), the team members(s) onsite are to report this to Event Control immediately.

Event Control will then deploy resources to mitigate the problem e.g. St John's Ambulance/fire extinguishers OR order evacuation of the affected individual(s) or one or more spaces. Event Control will contact the Emergency Services.

If a single space is to be evacuated, then the stewarding team will co-ordinate evacuation to the nearest open space. If the whole site is to be evacuated, this will be co-ordinated by the security team and all will be evacuated to the RV points marked on the plan.

In the case of evacuation of any space, announcements will be made on the PA systems and all evacuation routes will be staffed by the steward/volunteer teams. You could also include use of social media and press to advise the public of emergency responses.

If necessary and appropriate and safe to do so, suppliers/staff will remain onsite to secure or de-rig equipment or structures to ensure impact is minimised.

Once the site is safely evacuated and the situation is under control, the Event Manager (together with any other relevant personnel) will make the decision to resume the event or cancel. For either option, the security team, stewards and volunteers will direct attendees to ensure safe resumption or dispersal.

The schedule for removing equipment and infrastructure from site will be agreed with Sutton Harbour Holdings according to the severity of conditions and potential impact on the ground condition/access routes.

Access for Blue Light responders will be maintained at all times. Emergency crews can enter either via Basket Ope via Vauxhall Street, Southside Street or Quay Road via Southside Street or The Parade.

The Event Manager will make sure that the relevant access route onto the site is relayed to the emergency services. Routes and access must facilitate the Local Authority Fire & Rescue Service to gain access to within one metre of any structure.

Health and Safety Policy for Events

Sutton Harbour Holdings is committed to delivering high quality events at which health and safety considerations are a high level priority. This is the case when working in any workplace, whether onsite at an event or within the boundaries of the office. Our Health and Safety Policy is based on the Health & Safety at Work Act 1974.

Our statement of general policy is:

- To provide adequate control of the health and safety risks arising from event activities;
- To consult with our employees and freelancers on matters affecting their health and safety;
- To provide and maintain safe working equipment
- To ensure safe handling and use of substance;
- To provide information, instruction and supervision for employees and freelancers;
- To ensure all employees and freelancers are competent to do their tasks, and to give them adequate training;
- To prevent accidents and cases of work-related ill health;
- To maintain safe and health working condition; and
- To review and revise this policy as necessary at regular intervals.

For the purposes of this policy, the term “employees” will include employed staff, freelance staff, volunteers, contractors and suppliers, and this shall apply in all working environments including home offices, the central office, onsite event locations and client bases.

Responsibilities

Overall and final responsibility for health & safety onsite is that of the Event Manager.

All team members and suppliers are expected to co-operate with the Event Manager on health and safety matters and not interfere with anything provided to safeguard their health and safety. They should report all health and safety concerns to the Event Manager.

Risk Assessment of Events

Each event is different, so our approach to risk assessment should be carefully considered in relation to the nature of the event.

In general, the safety plan could be comprised of two separate but closely linked elements:-

The overall Event Plan - this is the responsibility of the Project Manager. The Project Manager will compile the plan in accordance with the guidance below taking account of risk assessments completed by group leaders.

Risk Assessments - these are usually completed by the Project Manager as well as by specific group/activity leaders.

Guidance on Event Safety Plans

The following safety plan model has been drawn up to assist in preparing a plan which satisfies nationally published guidance. It should be used as a check list so that plan details under each heading can be expanded or excluded as necessary.

Event Summary – A general overview of the event, perhaps a paragraph or two of what the event is about and include the dates.

Location and forward planning of the site – State the location and directions if the site is remote. Site plans, sketches could be included showing the following entrances, exits, fire equipment, event organizers location, toilet arrangements, any specific hazards, traffic routes, first aid stations, water points, lost children points, refreshments etc.

Organising Team Arrangements – A drawing of the command structure, indicating the roles of each. This section should include contact numbers.

Planning and Contact with relevant authorities – List those contacted, include dates and names of who was consulted. Consider the Police, Fire Brigade, Ambulance service, Coastguard, Lifeboat, Lifeguards, first aid bodies, Local Authority Planning and Licensing bodies,

Communication during the event – Detail how radios and telephones will be deployed. Include individuals in control and how they might be contacted.

Training / briefing of events team – Include basic instructions on evacuation plans, radio communication, emergencies, the content of the safety plan, use of alcohol and drugs, break times, positions, duties and roles, identification and personal safety equipment.

Managing Crowds safely and security – Consider crowd sizes and contingency plans. Traffic movement and management, parking, disabled facilities, police activity, marshalling arrangements, gate passes, overnight security, entry and exit points, arrangements around performance areas, crowd sways or surges, perimeter fencing, young children, access for the disabled, seating arrangements, stairways and ramps, slopes and viewing points, and any barriers around known hazards.

Risk Assessment – It is a requirement that these are carried out for all known hazards during the event. Also consider journeys to and from the event for vulnerable groups or individuals.

Infrastructure/Facilities/Signage – Include catering, marquees, gas and electrical equipment, barriers, stages or performance areas, PA systems, lights, toilets, welfare positions (shelters/offices/showers), waste collection and disposal, litter, compressed bottle gas, pressure vessels, temporary structures, parking for event team and authorities. The how you intend to ensure these are installed and maintained safely.

Fire – Identify principal risks of fire or explosion, fire fighting equipment, means of escape, means of warning in case of fire and emergency procedures and their control.

Firework displays/Pyrotechnics – Include details of who is responsible for displays and what experience or qualification they have to carry out the event safely. Also details of the display area, any nearby hazards such as overhead cables etc. and also responsibility for clearing up afterwards.

Attractions – Each attraction will have its own hazards which should be identified and record using risk assessment forms.

Emergency/Accident Management and reporting – Detail procedures for emergency action, first aid, ambulance, medical support, the communication arrangements and who should be informed in the event.

Personal Protective Equipment/Clothing – Detail who will be supplied with what.

Environmental considerations – Tide times, weather conditions, nearby combustible materials, any water hazards, biological hazards, eg cesspools or chemical risks from crop spraying.

Sustainability considerations – Recycling & waste management, travel and traffic management.

Accessibility considerations – physical, visual and social accessibility issues to be considered such as wheelchair access.

Insurance – Any insurance that is necessary

Event Completion – Clearing away safely and leaving the site safe.

Debriefing/Evaluation – Learning from mistakes, improving for the next event.

Safeguarding Policy

This policy establishes the roles and responsibilities of everyone involved in events at Sutton Harbour in relation to the protection of children and young people with whom their work brings them into contact. In the context of child protection, children and young persons refers to anyone less than 18 years of age.

Key Principles

- The welfare of the child or young person is of paramount consideration. All children and young people, regardless of age, disability, gender, racial or ethnic origin, religious belief and sexual identity have a right to protection from harm or abuse.
- It is everyone's responsibility to promote the protection of children and young people. In following the policy staff are always expected to maintain a sense of proportion, apply common sense to situations and protect the child's welfare as priority.
- This policy is also intended to protect staff, volunteers and freelancers. It is part of our duty of care to ensure that staff are never placed in situations where abuse might be alleged. It is not intended that the policy should restrict staff from normal ways of working, but staff always need to consider how an action or activity may be perceived as opposed to how it is intended.
- When working with children, normal Healthy and Safety policies and guidelines also apply.

Event projects can be complex in terms of partners and the involvement of non-staff and children. Event organisers need to ensure that they fulfil their obligations for safeguarding as fully as practicable, for example DBS checks for staff will be used wherever appropriate.

Responsibilities

When setting up any new project or scheme, each Project Manager will assess whether children are to be involved/included in the project in any capacity and identify the implications of that in terms of child protection.

The Project Manager ensures that, in cases where the position will entail unsupervised work, ie training, regular mentoring, supervising or being in sole charge of children and young people, a disclosure from the DBS will be undertaken before an individual embarks on the project.

The Project Manager will ensure that, freelance and partner trainers who are not staff, but who are working on a project and may come into contact with young people must be required to complete a Child Protection Personal Disclosure Form.

The Project Manager will record self disclosure and DBS activity and will keep all relevant documentation.

If children are involved in a project in any way, the Project Manager will also:

- Issue each staff participant and freelance trainer with a copy of the document **Safeguarding Policy**
- Refer all freelance trainers, or participant partners who are not staff to the Safeguarding Policy
- All staff working on a relevant project for a considerable length of time will attend Child Protection Training.

Where necessary, the Project Managers will ensure that written consent is obtained from a parent or guardian regarding the child's involvement in the project and that a parent, guardian or chaperon accompany the child

if travelling is involved. The Project Manager will ensure that no child will be involved in a project until parental consent has been received in writing.

If children are coming onto the event site as a group e.g. a school group or with a young people's organisation a teacher, member of support staff or project worker must always accompany the children when they are on or off the premises. It is deemed reasonable that this person is responsible for the children's safety and conduct. Before a visit takes place the school receive a copy of a letter and are invited to take their own risk assessment. No visit takes place until the Head teacher has signed the letter.

Filming of children and other **incidental involvement of children** in a project. Before a child is filmed during a project, the consent of a parent or guardian must be given and a signed consent form received.

If children are involved incidentally in a project, the most senior person on the project should contact the Project Manager to discuss whether any further action is required.

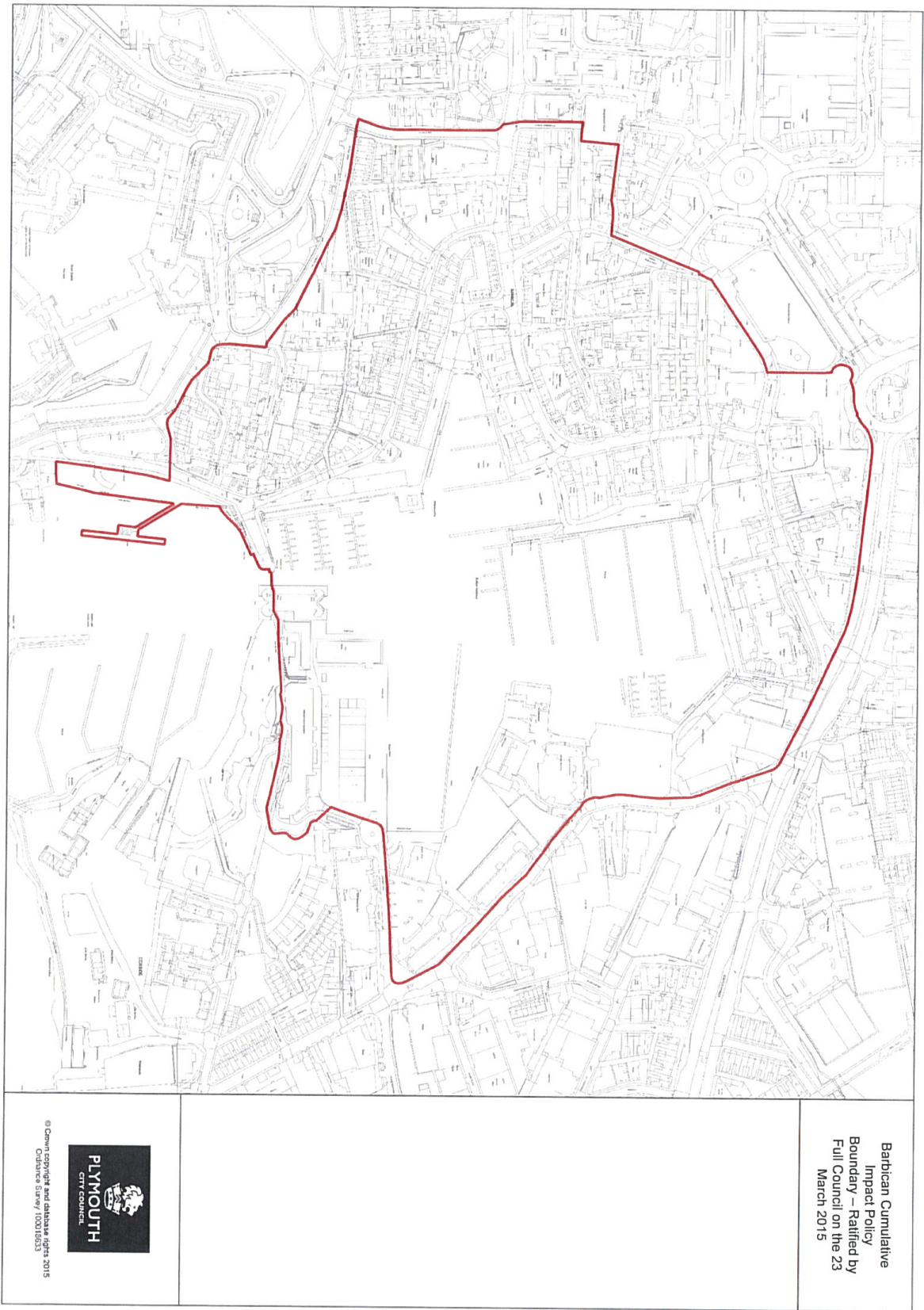
All personal data on young people is to be kept secure, not passed onto a third party and securely deleted once the project is finished.

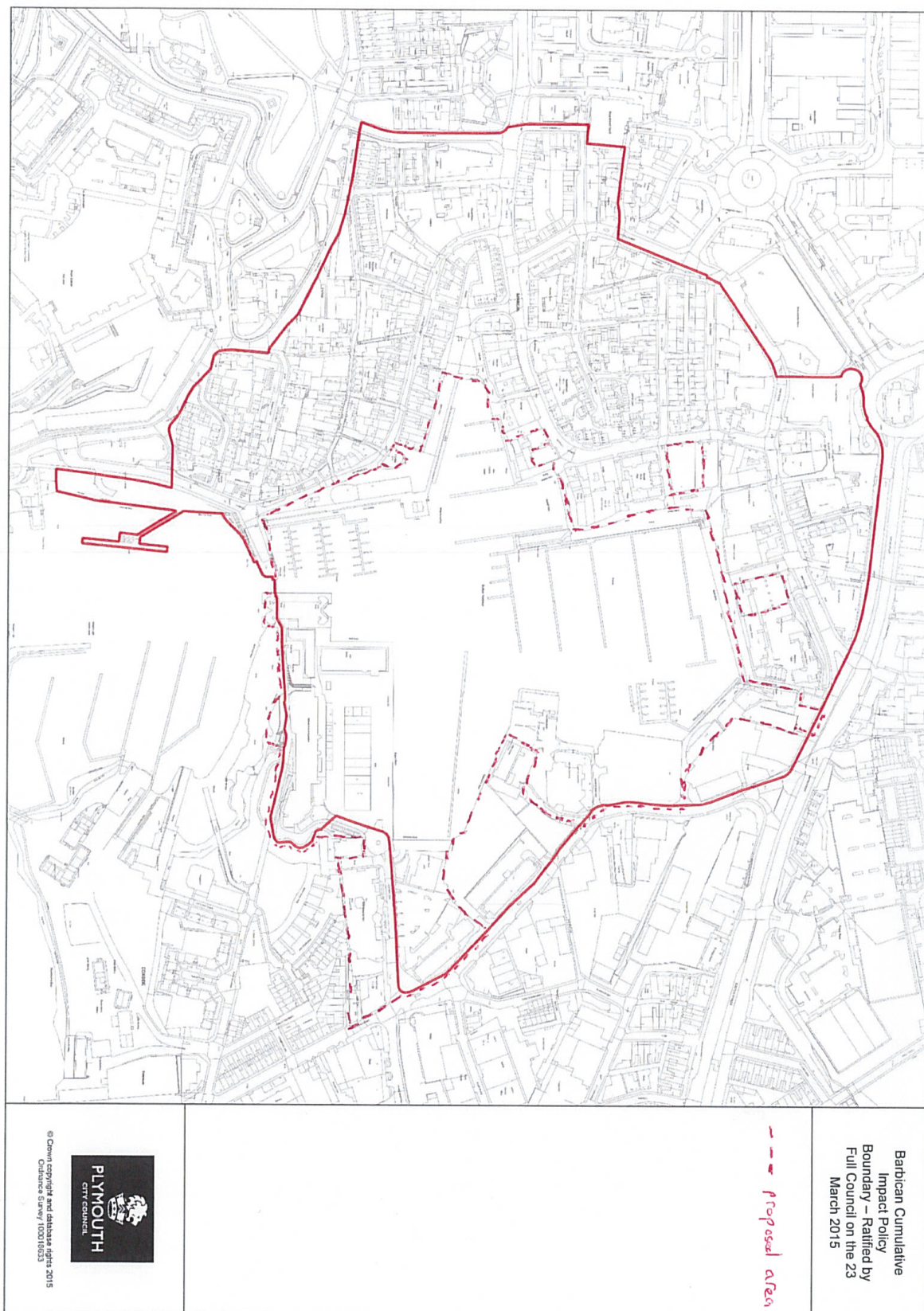
Any suspicions of abuse should be reported to the Project Manager and escalated as appropriate.

Responsibilities of participants, non-participants and freelance trainers

Read and understand the **Safeguarding policy** and the **Guide to Working with Children** as appropriate. If any questions arise, please refer to Project Manager.

If an individual elects not to undertake a DBS check once requested by a Project Manager, they may not be entitled to participate in the project.





**LICENSING ACT 2003
ENVIRONMENTAL HEALTH REPRESENTATION**

Premises: Sutton Harbour
Address: Sutton Harbour, Tin Quay House, North Quay, PL4 0RA
Applicant: Sutton Harbour Company

I, JASON SCHOFIELD have read the schedule of conditions below and agree that they will be followed during all regulated entertainment: -

1. Where the event will attract 500 or more people the Licensing Authority will be advised at least 6 weeks prior to the commencement date and an operating schedule must be provided. The operating schedule must be agreed with the Licensing Authority at least one week prior to the event taking place. This agreed operating schedule will be deemed to be the conditions attached to the licence for that event.
2. The performance of regulated entertainment will be limited to 24 days in a calendar year.
3. The performance of regulated entertainment must cease between 22:00hrs and 09:00hrs.

Signed  Dated 13th JULY 2015
FOR + ON BEHALF OF SUTTON HARBOUR COMPANY.

LICENSING REPRESENTATION FORM



If you wish to make a representation against or in support of any licensing application, please read the guidance note 'How to make a licensing representation' prior to completing this form.

Please note that a full copy of your representation will be sent to the applicant at any hearing of this matter.

Section 1: Licence application details

☒ I wish to object to the following application ☐ I wish to support the following application

Name of applicant (if known)

Premises name and address

SUTTON HARBOUR HOLDINGS

TIN QUAY HOUSE, SUTTON HARBOUR

Postcode

PL4 6RA

Which type of application you wish to make your representation about?

- ☒ Application for a new premises licence
☐ Application to vary a premise licence
☐ Application for a review of a premises licence

RECEIVED

PUBLIC PROTECTION SERVICE

01 JUL 2015

F.A.O. _____

Section 2: Your personal details

If you are acting as a representative, please go to Section 3

Title ☐ Mr ☐ Mrs ☐ Miss ☒ Ms ☐ Other (please state)

Surname

Forenames

Address

EAST QUAY HOUSE, 11 NARROWBONE SQ,

Postcode

Email

Telephone

You must provide your full residential address (or business address if you are objecting from a business)

Section 3: Representative details

If you represent residents or businesses please complete the details below

Name of representative/organisation

Address

Postcode

I am

☐ Representative of residents association

☐ Ward Councillor

☐ MP

☐ Representative of trade/business association

☐ Other (please specify)

Section 4: Reason(s) for representation

Under the Licensing Act 2003, for a representation to be relevant it must set out the **likely effect** of granting the application on the promotion of the four licensing objectives. Any representations that are considered to be frivolous or vexatious will not be accepted.

It is important that you set out any personal experiences as these will be considered as relevant.

Please fill in the reason(s) for your representation in the space provided under each Licensing Objective it relates to. You need to give as much detail as possible so that the Licensing Authority can assess the relevance of your representation. Please attach any supporting documents/further pages as necessary, numbering all additional pages. Try to be as specific as possible and give examples such as "I February, I could hear loud music from the premises between 10pm and 1am. I am concerned that if the premises opens until 2am that this will cause a nuisance to me and other residents in the street and will affect my sleep."

The prevention of crime and disorder

For example evidence of anti-social behaviour, police incidents

We already have problems with noise and anti social behaviour with night time revellers moving between the bar/bican and the ocean nightclub - This will only exacerbate the problem.

Public safety

For example alterations to the premises, capacity limits

Increased footfall around Sutton Harbour can only increase the risk of somebody falling into the harbour whilst intoxicated.

The prevention of public nuisance

For example noise disturbance, littering

The residents of Sutton Harbour already have noise disturbance issues and problems with the remains of takeaway containers and empty or broken bottles littering Sutton Harbour. The quality of life of the residents would be drastically effected by any increase in noise.

The protection of children from harm

For example underage sales, exposure to certain performances

Late night noise would increase the disturbance to young children and could be detrimental to their education. It would also been unacceptable to expose them to possible antisocial behaviour.

I _____, hereby declare that all information I have submitted is true and correct.

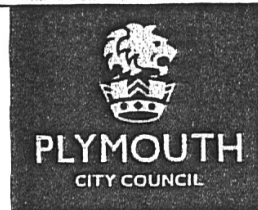
Signed _____

Date 29th June 2015

Please send the completed form to

Licensing Department
Plymouth City Council
Civic Centre
Plymouth PL1 2AA
T: 01752 305465
E: licensing@plymouth.gov.uk

LICENSING REPRESENTATION FORM



If you wish to make a representation against or in support of any licensing application, please read the guidance note 'How to make a licensing representation' prior to completing this form.

Please note that a full copy of your representation will be sent to the applicant at any hearing of this matter.

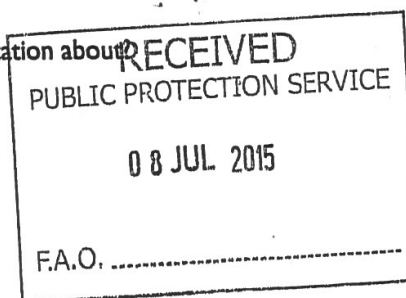
Section 1: Licence application details

☒ I wish to object to the following application ☐ I wish to support the following application

Name of applicant (if known) SUTTON HARBOUR COMPANY
Premises name and address SUTTON HARBOUR.
Postcode _____

Which type of application you wish to make your representation about

- ☒ Application for a new premises licence
☐ Application to vary a premise licence
☐ Application for a review of a premises licence



Section 2: Your personal details

If you are acting as a representative, please go to Section 3

Title ☒ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other (please state) _____

Surname _____ Forenames _____
Address BEAUFORT HOUSE MANINGERS COURT PLYMOUTH
Postcode PL1 1AA
Email _____ Telephone 01752 311111

You must provide your full residential address (or business address if you are objecting from a business)

Section 3: Representative details

If you represent residents or businesses please complete the details below

Name of representative/organisation _____
Address N/A
Postcode _____

I am

☐ Representative of residents association

☐ Representative of trade/business association

☐ Ward Councillor

☐ Other (please specify) _____

☐ MP

Section 4: Reason(s) for representation

Under the Licensing Act 2003, for a representation to be relevant it must set out the **likely effect** of granting the application on the promotion of the four licensing objectives. Any representations that are considered to be frivolous or vexatious will not be accepted.

It is important that you set out any personal experiences as these will be considered as relevant.

Please fill in the reason(s) for your representation in the space provided under each Licensing Objective it relates to. You need to give as much detail as possible so that the Licensing Authority can assess the relevance of your representation. Please attach any supporting documents/further pages as necessary, numbering all additional pages. Try to be as specific as possible and give examples such as "I February, I could hear loud music from the premises between 10pm and 1am. I am concerned that if the premises opens until 2am that this will cause a nuisance to me and other residents in the street and will affect my sleep."

The prevention of crime and disorder

For example evidence of anti-social behaviour, police incidents

- REGULARLY HEAR / SEE DRUNK BEHAVIOUR AROUND SUTTON HARBOUR - LATE EVENINGS
- REPORTED DEATHS - BEHIND "BLUE-BOAT" AND STUDENT FARMING IN WATER
- HAVE SEEN DRUNKS JUMP IN WATER

Public safety

For example alterations to the premises, capacity limits

NO SAFETY BARRIER AROUND SUTTON HARBOUR - INCREASED FOOTFALL WILL INCREASE RISK OF INJURY / DEATH. ~~AND~~ DRUNKS CAN BE CONFRONTATIONAL TO RESIDENTS

The prevention of public nuisance

For example noise disturbance, littering

- 1) LARGE PARTS OF SUTTON HARBOUR FRONT RESIDENTIAL APARTMENTS - MANY OUT OF PEOPLE - THIS LICENSE WILL CAUSE DISTRESS IN TERMS OF NOISE - DISRUPTION TO SLEEP AND RISKS OF CONFRONTATIONS IN FRUSTRATION SITUATIONS
- 2) I HAVE SEEN DRUNKS VANDALISING, COUPLES PERFORMING SEX ACTS.

The protection of children from harm

For example underage sales, exposure to certain performances

- 2) ABOVE - WILL DAMAGE CHILDREN - PUTTING THEM AT RISK FROM UNDESIRABLE ACTIVITIES BY THE ACTIVITY & GOALS

THERE IS NO JUSTIFICATION FOR THE RISKS + DISTRESS TO THE PUBLIC CAUSED BY THIS WIDESPREADING LICENSE APPLICATION

I, _____, hereby declare that all information I have submitted is true and correct.

Signed _____

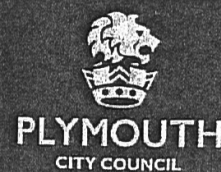
Date

7/7/15

Please send the completed form to

Licensing Department
Plymouth City Council
Civic Centre
Plymouth PL1 2AA
T: 01752 305465
E: licensing@plymouth.gov.uk

LICENSING REPRESENTATION FORM



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Please note that a full copy of your representation will be sent to the applicant at any hearing of this matter.

Section 1: Licence application details

☒ I wish to object to the following application

☐ I wish to support the following application

Name of applicant (if known)

Premises name and address

SUTTON HARBOUR HOLDINGS

ALL AROUND SUTTON HARBOUR

Postcode

PL4

Which type of application you wish to make your representation about?

☒ Application for a new premises licence

☐ Application to vary a premise licence

☐ Application for a review of a premises licence

RECEIVED
PUBLIC PROTECTION SERVICE

09 JUL 2015

F.A.O. _____

Section 2: Your personal details

If you are acting as a representative, please go to Section 3

Title ☒ Mr ☒ Mrs ☐ Miss ☐ Ms ☐ Other (please state)

Surname

Forenames

Address

HANNOVER SLIP,

Postcode

PL4

Email

Telephone

01752

You must provide your full residential address (or business address if you are objecting from a business)

Section 3: Representative details

If you represent residents or businesses please complete the details below

Name of representative/organisation

Address

Postcode

I am

☐ Representative of residents association

☐ Representative of trade/business association

☐ Ward Councillor

☐ Other (please specify)

☐ MP

Section 4: Reason(s) for representation

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It is important that you set out any personal experiences as these will be considered as relevant.

Please fill in the reason(s) for your representation in the space provided under each Licensing Objective it relates to. You need to give as much detail as possible so that the Licensing Authority can assess the relevance of your representation. Please attach any supporting documents/further pages as necessary, numbering all additional pages. Try to be as specific as possible and give examples such as "1 February, I could hear loud music from the premises between 10pm and 1am. I am concerned that if the premises opens until 2am that this will cause a nuisance to me and other residents in the street and will affect my sleep."

The prevention of crime and disorder

For example evidence of anti-social behaviour, police incidents

I KNOW IT IS NOT PROPOSED TO SELL ALCOHOL BUT LATER IN THE DAY THESE EVENTS WILL BE ATTENDED BY 'FUELLED-UP' ADULTS WHICH WILL INEVITABLY LEAD TO CRIME

Public safety

For example alterations to the premises, capacity limits

THE PROPOSED EVENTS ARE PLANNED TO OPERATE ALL AROUND THE HARBOUR ON WHAT IS MOSTLY A PUBLIC FOOTPATH AT THE EDGE OF THE WATER - SURELY A PUBLIC SAFETY HEALTH HAZARD

The prevention of public nuisance

For example noise disturbance, littering

THERE IS BOUND TO BE A NOISE DISTURBANCE AND LOTS
OF LITTER. THERE IS ALREADY ALWAYS LOTS OF LITTER
AROUND THIS WILL INCREASE. I ALREADY SUFFER A LOT
OF NOISE DISTURBANCE AS NIGHT CLUBBERS GO HOME SO I DO NOT
WANT MORE NOISE IN THE DAYTIME.

The protection of children from harm

For example underage sales, exposure to certain performances

I _____, hereby declare that all information I have submitted is true
and correct.

Signed _____ Date 6/7/15

Please send the completed form to

Licensing Department
Plymouth City Council
Civic Centre
Plymouth PL1 2AA
T: 01752 305465
E: licensing@plymouth.gov.uk

LICENSING REPRESENTATION FORM



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Please note that a full copy of your representation will be sent to the applicant at any hearing of this matter.

Section 1: Licence application details

☒ I wish to object to the following application ☐ I wish to support the following application

Name of applicant (if known) _____

Premises name and address _____

Sutton Harbour Company
The Barbican Plymouth Postcode PL4 0RA

Which type of application you wish to make your representation about?

- ☒ Application for a new premises licence
☐ Application to vary a premise licence
☐ Application for a review of a premises licence

Section 2: Your personal details

If you are acting as a representative, please go to Section 3

Title ☐ Mr ☒ Mrs ☒ Miss ☐ Ms ☐ Other (please state) _____

Surname _____

Forenames _____

Address _____

Postcode _____

Email _____

Telephone _____

You must provide your full residential address (or business address if you are objecting from a business)

Section 3: Representative details

If you represent residents or businesses please complete the details below

Name of representative/organisation _____

Address _____

Postcode _____

I am

☐ Representative of residents association

☐ Ward Councillor

☐ MP

☐ Representative of trade/business association

☐ Other (please specify)

Section 4: Reason(s) for representation

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The prevention of crime and disorder

For example evidence of anti-social behaviour, police incidents

POLICE RECORDS WILL SHOW NUMBERS, AND
REASONS FOR CALLS, FOR THEM TO ATTEND
NORTH QUAY AND HARBOUR AVE. THROUGH THE YEARS.

Public safety

For example alterations to the premises, capacity limits

CAPACITY OF THE TWO-WAY TRAFFIC HIGHWAY FRONTING
MARINERS COURT IS USED TO THE LIMIT. IF EVENTS
OF ANY SORT ARE PERMITTED ON THE CAR SPACES,
TAKING THE ATTENTION OF PEDESTRIANS WHO USE
THE ROAD AS A WALKWAY, SHARING IT WITH ALL
SORTS OF VEHICLES — THEN AN ALREADY DANGEROUS
AND EXISTING DANGER WOULD GO FROM BAD
TO WORSE.

The prevention of public nuisance


For example noise disturbance, littering

AS IT IS, MUSIC, PUBLIC SPEAKING ETC IS CLEARLY
AUDIBLE FROM THE BARBICAN CAUSING RESIDENTS TO CLOSE
WINDOWS, VACATE OUTDOOR SPACE IN HOT WEATHER &
MUSIC; KICKTHROUNTS IMMEDIATELY OUTSIDE OUR
HOMES WOULD BE UNBEARABLE AND A SERIOUS HEALTH RISK
TO THE ELDERLY.

The protection of children from harm

For example underage sales, exposure to certain performances

I STRONGLY OBJECT TO ANY ATTRACTION WHICH
MIGHT ENCOURAGE CHILDREN TO BE RUNNING
AROUND THE WATER'S EDGE WHICH IS UNPROTECTED
AND POSSIBLY OBSCURED FROM VIEW BY TEMPORARY
STRUCTURES.

I  hereby declare that all information I have submitted is true
and correct.

Signed 

Date 4 JULY 2015

Please send the completed form to

Licensing Department
Plymouth City Council
Civic Centre
Plymouth PL1 2AA
T: 01752 305465
E: licensing@plymouth.gov.uk

PLEASE SEE LETTER ATTACHED.

A PRO PRO ALL LICENSING OBJECTIVES

Dear Sir,

HERE ON NORTH QUAY THERE IS A STRONG,
CARING COMMUNITY, THE RESIDENTS PROVIDE
REMOTE SUPERVISION ON BEHALF OF: -

THE POLICE, PLYMOUTH CITY COUNCIL, AND THE
SUTTON HARBOUR CO.

IF THESE EXTENSIVE PROPOSALS ARE
GRANTED, THE STANDARD OF OUR AWARENESS,
THE ACTIONS WE TAKE IN ORDER TO PROTECT
OTHERS WOULD BE SORELY SHAKEN AND
OVERSTRETCHED.

THANK-YOU FOR YOUR KIND ATTENTION

YOURS SINCERELY

Prout, Frederick

From:
Sent: 09 July 2015 22:22
To: Licensing
Subject: Sutton Harbour Premises Licence Application 18th June 2015

Dear Sir,

Sutton Harbour Premises Licence Application 18th June 2015

I wish to object to this licence on the grounds that it is likely to likely to cause a public nuisance due to noise.

Sutton Harbour is no stranger to a varied programme of events, well publicised and well organised. Jazz Weekends, Pirate Days, Classic Boat shows, Sailing Ship visits, and many others. Who can forget the wonderful crowd that greeted the Olympic Torch Relay parade when it passed through the Barbican? All popular events well supported by the public, and I am sure that there will be many such events that we shall enjoy in future.

But so far these events, even the annual ones, have mostly taken place in the Barbican itself and, so far as I know, were treated individually for licensing and Council approval.

This application is not for the Barbican alone. It covers the entire harbour, its boats and pontoon spaces, quaysides and adjoining areas. It includes commercial buildings, a hotel, a Public House and its car park, the Aquarium and the Fish Market, three blocks of flats and their car parks. It will soon also include two restaurants planned to be built out over the waters of Vauxhall Basin and, if recent press reports are true, new shops, offices, and both residential and student flats to be built on East Quay.

This application would allow, anywhere in the area, indoors or outdoors, on land, on boats or in tented structures, on any day, at any time between 10am and 11pm (10pm on Sundays), the staging of plays, dance, storytelling, formal theatrical performance, and street theatre. There could be live or recorded music events, community performances, busking, processional activities, and open-air film screenings.

To give open-ended consent to such a wide range of activities over a wide range of venues, without knowing what, where or when they will be held, does seem to be quite an extreme step. Surely individual applications for individual events is the correct way to go?

As I live in Mariners Court, this application is likely to cause me a nuisance due to noise disturbance. Mariners Court is not in the applicant's area, but it is bounded by the area on three sides: North Quay House and car park to the west, North Quay to the

south, Pinnacle Quay and car park to the east, all are inside the area to be licensed.

Moreover, North Quay and Harbour Avenue are both two-way vehicular access roads to Pinnacle Quay and the eastern entrance to Mariners Court.

Taking a wider view, it should be noted that the quayside from Vauxhall Quay to the China House is now a mainly residential area. There are over 350 flats fronting onto these quays, very many more when the building site on East Quay is developed.

In my opinion the application, if granted, would be likely to cause a public nuisance in this residential corner of the harbour due to both noise and the likely disruption of vehicular access.

Yours sincerely

Prout, Frederick

From:
Sent: 11 July 2015 10:05
To: Licensing
Subject: Objection to Licensing Application for Sutton Harbour

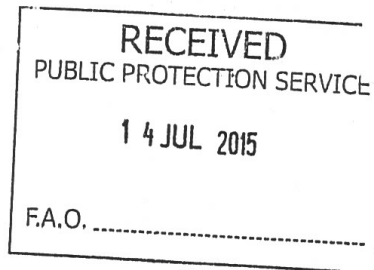
As a local resident, I wish to object to the licensing application submitted by the Sutton Harbour Company for the whole Sutton Harbour area. My reasons are as follows:

1. Sutton harbour is a mixed residential/commercial area where recent planning permissions have already shifted the balance substantially in favour of the commercial elements.
2. If granted, the application would allow the Company to do whatever they wanted, with no restrictions, in particular no noise level restrictions, until late every night of the week. From experience with the licensed premises along Parade Quay Rd, it is evident that high noise levels continue for at least an hour after the end of the licence period. This application would give Sutton Harbour Company carte blanche rights.
3. Adults, including vulnerable elderly, and children of school age are resident in the area. The unrestricted noise generated would have a detrimental effect on the health of the former, and, as has been demonstrated in many national studies, the resultant loss of sleep would significantly adversely affect the learning performance of school age children living in the area, as well as their physical and mental health.
4. While I accept that noise is inevitable in this area, the application would allow this to continue far too late, and without any level restrictions. I therefore request that the licence, if granted, should not allow any noise creating elements after 10pm, any night of the week, with an additional provision that, within the hours permitted by the licence, no noise levels above 55dB should be perceptible in any residential accommodation (55 dB background noise is the maximum background noise level at which residents would still be able to watch their own televisions, for example).
5. Finally, Sutton Harbour are claiming ownership of land that local residents believe not to be within the Company's title. Before this licensing provision is granted, the Company should be made to verify their title to all the land areas claimed.

Yours faithfully

Tel:

Licensing Department
Plymouth City Council
Plymouth PL1 2AA



July 13th 2013

Applicant: Sutton Harbour Company, Tin Quay House, PL4 0RA

Type of application: New Premises Licence

Dear Sirs

I am writing to register my objection to the above application for a licence. The reasons for my objection are as follows:-

The granting of this blanket licence would allow Sutton Harbour Company to arrange public entertainment indiscriminately, anywhere within a large area, a substantial amount of which is residential. It is unlikely that they would have either the resources, intention or inclination to police this in such a way as to avoid public nuisance.

The prevention of crime and disorder.

The application includes open air entertainment late into the evening, near licensed premises. An increase in the number of people congregating and drinking alcohol is likely to lead to an increase in anti-social behaviour, as it has in other parts of the city. Surely we should learn from our mistakes!

Public safety

A large part of the area is used by vehicles, which inevitably present a serious danger to pedestrians.

The prevention of public nuisance

Sutton Harbour is a residential area, as well as a commercial one. Residents already suffer disturbance from music and noisy passers-by at evenings and weekends. This noise would be greatly increased if the source of it – live bands and performers – was in the open air.

Sleep deprivation from noise disturbance would increase stress levels and be detrimental to the health of adults and children. This potentially could lead to conflict.

People congregating to watch or listen would be more likely to buy and eat take-way food, thus increasing the amount of litter. This would exacerbate the existing problems posed by seagulls and rats, as well as pollution of the harbour.

The protection of children from harm

Increased noise late into the evening would affect children living in the surrounding flats, and cause harm from sleep deprivation.

Yours faithfully

Prout, Frederick

From:
Sent: 14 July 2015 18:19
To: Licensing
Subject: Sutton Harbour.

I would like to object to the application by Sutton Harbour holdings application to a regulated entertainment license.

If you grant this license you will be depriving me of a good nights sleep. I have a right to a good night sleep enshrined in law. you will be creating a public nuisance for the residents of this area.

This area has mixed housing both private and social, this includes very young children, have you thought what impact music after 7pm will have on school aged children, you will be putting them in the way of harm

The area of Sutton Harbour already suffers from a high level of crime and disorder, we do not need to encourage bad behaviour, and I believe this license would.

Regards

Prout, Frederick

From:
Sent: 14 July 2015 16:51
To: Licensing
Cc:
Subject: Licensing application - Regulated Entertainment Licence - Sutton Harbour Holdings

Dear Sir/Madam,

I am writing to object to the application for a Regulated Entertainment licence by Sutton Harbour Holdings plc. - owners of the Sutton Harbour Company.

My objections are on the grounds of the Cumulative Impact on Public Nuisance and Public Safety.

1. Cumulative Impact

The application includes 33 separate premises as listed below.

- All 33 premises, fall within the boundary of the Barbican CIP map ratified on 23 March 2015.
- Nine of the 33 premises are licensed to supply and sell alcohol.
- All 33 premises, could in theory, hold a "regulated entertainment" event simultaneously.

1. The Real Kitchen
2. The Old Fish Market
3. Cap'n Jaspers
4. Quay Road (full width) (public highway? owner ?)
5. Boston Tea Party (* Pub/Restaurant)
6. The Stable (* Pub/Restaurant)
7. Sutton Wharf car park (owner SHH/PCC?)
8. Century Quay (Restaurant with flats above)
9. Tin Quay House (SHH Offices)
10. North Quay House (Offices)
11. North Quay House car park
12. North Quay parking spaces (owner SHH/PCC ?)
13. Brunswick House car park (owner ?)
14. Pinnacle Quay (Cafe with flats above)
15. Pinnacle Quay car park (owner ?)
16. Salt Quay House (Offices)
17. Sugar House (Ex BBC site - yet to be built)
18. Foot Anstey car park in Sutton Road (owner ?)
19. Marrowbone Slip (road)
20. East Quay House (* 2 Restaurants with flats above)
21. East Quay House car park (owner ?)
22. China House (* Pub/Restaurant)
23. China House car park (owner ?)
24. Premier Inn (* Licensed bars)
25. Premier Inn car park shared with Lockyers Quay pub (owner ?)
26. Lockyers Quay (* Pub/Restaurant)
27. Lockyers Quay (road) (public highway? owner ?)
28. Penrose House (flats)
29. Mombay Brasserie (* Pub/Restaurant)
30. Harbour Car Park (owner SHH)

- 31. The entire Fish Quay complex (owner ?)
- 32. National Marine Aquarium (owner ?)
- 33. Rockfish (* Restaurant - owner ?)

The ownership of many of these premises is doubtful as indicated by the marking (owner ?) against particular premises. It is assumed that applicants are required to provide evidence of ownership (freehold or leasehold) of any premises, for which they are applying for a licence.

I believe Sutton Harbour Holdings may be hoping to avoid the appropriate licence fees by combining all the 33 sites shown above. The combined fee in this case will be £635 but if licensed individually could amount to about £6,000.

2. Public Safety

The following is taken from Sutton Harbour Holdings application:-

Quote

c) *Public Safety*

*Safety is of the utmost importance to us and we require all events at Sutton Harbour to comply with **our event manual**, particularly in terms of risk assessment, liaison with ESAG (if required), safety plans, evacuation and emergency plans, stewarding/staffing levels and management of visitor flow within the site. If the event is being operated by a third party, they will be required to comply with the requirements of **the event manual** and have appropriate public liability insurance.*

The waterside aspect of the premises is a clear concern and the risks associated with this will be accounted for at every event. Mitigation of this risk may include stewarding, signage, site planning, barriers, and water safety provision.

unquote

It is good that Sutton Harbour Holdings recognise the dangers associated with entertainment on an open harbourside, car parks and pontoons in areas where the consumption of alcohol is also licensed and consumed openly on the public highways.

Otherwise, it is not possible to comment on these measures without access to the "Event Manual". Suffice to say, it all sounds good in theory. I trust the Licensing Committee will be given access to this document.

3. Public Nuisance

Sutton Harbour Holdings have not provided any voluntary conditions to add to their licence to mitigate the effects of public nuisance.

At worst, Sutton Harbour Holdings could decide to hold a "Sutton Harbour Folk Fest" involving most of the 33 sites they claim to have around Sutton Harbour.

Recently, at mid-afternoon on a Sunday, we could very clearly hear loud amplified live music inside our flat with the windows closed. The sound was emanating from as far away as Quay Road - a distance of 425 yards (i.e. the length of 2 football pitches). It should be noted that here on the north side of Sutton Harbour is mainly residential.

Yours faithfully,

Prout, Frederick

From:
Sent: 15 July 2015 06:51
To: Licensing
Subject: SHH Application for Premise License Objections

Dear whomever it may concern,

I'm writing with regards to the recent SHH application for premise licensing in the Sutton Harbour area:

Sutton Harbour

The harbourside, car park and pontoon spaces around Sutton Harbour

Name of applicant: Sutton Harbour Company

Application for the grant of a premise licence to provide regulated entertainment of plays, live music, recorded music, performance of dance Monday to Saturday 10am to 11pm, Sunday 10am to 10pm and films Monday to Sunday 10am to 11pm

- Application received: 18 June 2015
- Last date for representations: 16 July 2015

Unfortunately, I believe that this application will have significant negative cumulative impact on many licensing objectives, specifically on the prevention of public nuisance and public safety, especially because the licensing application is in a heavily residential area. The area is currently relatively quiet; most people who pass by are merely passing through. There are always drunken people walking by every night, and if there is entertainment in the area, they are more likely to stay and cause a public nuisance, also adding to crime and disorder, and potentially harming children (if any are around) and other adults, too. Although I am aware that there will be no alcohol sold at these events, this still does not prevent drunk people from congregating at these events and causing a nuisance, putting the public in danger, as well as the residential properties and damage (in the car parking allotment of Mariners Court, for example, the pedestrian gates had to be locked so that drunk people couldn't damage cars on their way through – I'm certain that similar things would happen). I believe that you can't demonstrate that this licensing application won't significantly have a cumulative negative impact on one or more of the licensing objectives.

I also feel that it is very unfair that you won't take into consideration the devaluation of the nearby properties, the effects on the local environment (i.e. increases noise pollution, litter, etc., and how this will affect the marina), or the impact of the noise pollution and litter on the living standards of the residents.

Thank you very much. Please respond with acknowledgement of this email.

Prout, Frederick

From:
Sent: 15 July 2015 21:25
To: Licensing
Subject: Representation against license application

FROM:

PHONE:

EMAIL:

I wish to make a representation against Sutton Harbour Company's application of the 18 June 2015.

I wish to object against Sutton Harbour Company's (Sutton Harbour Holdings) application on 3 areas:

1. The increase in license premises within the CIP will considerably increase noise from music and rowdy customers during the day and late at night in an area which has been developed for residential use with many flats around the harbour. This will cause a public nuisance to residents. Late night noise from the adjacent Barbican premises can be heard now.
2. The increase in licensed premises will dramatically increase crime and disorder in the area by intoxicated customers walking around the harbour. This is all ready evident from customers transiting the area to and from the Barbican.
3. Public safety for intoxicated customers at risk of falling into the Harbour late at night and for residents at risk of violence and assault from drunken customers around the area.

Yours faithfully,