

Amended Operating Schedule Conditions

1. This licence shall permit up to 28 events to take place between 1st December and 10th January annually, the “event period”. For the 2023 “event period” only, the notice periods required by conditions 4, 5 and 6 below will not apply, and it shall be considered that conditions 4, 5, and 6 will be complied with providing the EMP is agreed by environmental health and the Police.
2. Conditions 4 to 7 below will not apply to events during the “event period” with an attendance of no more than 499 persons.
3. Events during the “event period” with an attendance of 500 or more “relevant events” are required to comply with condition 1, and conditions 3 to 24. Where any condition numbered from 8 to 26 below are deemed to run contrary to the contents of an EMP, the wording in the EMP shall override any applicable condition.
4. The Premises Licence holder shall submit an event notice to the Council, to allow sufficient time to attend a meeting of the Safety Advisory Group which shall occur no later than 2 months prior to the date of the first “relevant event” of the year.
5. A draft working document Event Management Plan (EMP) must be submitted no later than 14 days prior to attending and presenting the plan at the Safety Advisory Group (SAG) meeting mentioned in condition 4. This draft document shall set out which “relevant events” it is intended to cover.
6. Final EMPs agreed by the SAG must be approved in writing by the Licensing Authority no less than 7 days before the first “relevant event” relying upon it.
7. Any “relevant event” held during the “event period” must be run in accordance with the agreed EMP covering that event at all times. The failure to comply with any part of the content of the EMP will be considered to be a breach of a licence condition.
8. The Challenge 25 policy will be adopted to prevent sales of alcohol being made to underage persons. Only approved photo ID will be accepted as proof of age.
9. Prior to each event taking place, consultation with a security company will take place to determine the number door staff required to control the event.
10. Only Security Industry Approved (SIA) registered door staff will be employed to work at any event.
11. A zero tolerance policy will be taken with regard to illegal drugs. Any illegal drugs found on the premises or any confiscated items suspected of being illegal drugs will be deposited in a secure locked deposit box and Cambridgeshire Constabulary shall be notified via 101/online reporting to arrange for the drugs to be collected or delivered to an appropriate Police Station.
12. A member of staff will be given responsibility for recording any incidents involving crime or disorder, logging the time and nature of any incidents, including any action taken. In the case of a serious incident, the police will be called via the 999

- emergency number, if an incident is deemed not to warrant immediate emergency action, then police will be notified via the 101 non-emergency number and details relating to the incident will be properly recorded and made available to the police or any authorised officer if required.
13. All escape routes and exits will be clearly signed and illuminated and kept free from any obstructions. All exit panels will close with Velcro and are easily opened.
 14. Staff will be trained how to evacuate people from the premises in the event of fire.
 15. All hangings, curtains and temporary decorations will be maintained in flame-retardant material.
 16. Adequate lighting will be in place outside the premises during the hours of darkness when any licensable activity is taking place on the premises.
 17. Regular contact with local residents will take place to advise of forthcoming events and to provide a contact telephone number for any concerns/suggestions to be raised either before or during events.
 18. No explosives, pyrotechnics and fireworks of a similar nature that may cause disturbance to surrounding areas will be permitted. Performance based pyrotechnics must be approved by the Council's environmental health authority.
 19. Staff shall take reasonable steps to ensure that customers do not take partly consumed alcoholic products or drinking receptacles away from the premises.
 20. Clear and legible notices will be prominently displayed at all exits, re-requesting customers to respect the needs of local residents and to leave the premises and area quietly.
 21. Between the hours of 00:00 and 00:30, amplified music noise levels will be reduced to start 'winding down' towards the end of the event.
 22. A nominated person will be responsible for regular auditory monitoring at specific sites along the perimeter of the site to ensure that noise from the amplified music remains at an acceptable level and to record the times and findings of such monitoring. Noise levels will also be monitored between the hours of 00:00 and 00:30 to ensure levels are reduced as the evening 'winds down'.
 23. If during this monitoring process noise levels are found to be unacceptable (i.e. likely to be considered too loud if heard by people living nearby while in their homes with the windows and doors closed) then the DJ will be asked to turn down the volume/base as applicable. This will also be recorded.
 24. Receptacles for waste will be emptied regularly to minimise nuisance smells. Emptying times will be controlled to minimise noise disturbance to neighbouring residential properties.

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25. The placement of flashing or particularly bright lights on or outside the licensed premises will be placed to ensure that they do not cause a nuisance to nearby properties.
26. No person under the age of 18 shall be permitted to attend any events held at the premises.