



<p>LICENSING SUB-COMMITTEE (ROMFORD & GIDEA PARK RFC (TENS) AGENDA</p>

<p>2.30 pm</p>	<p>Wednesday 2 November 2011</p>	<p>Council Chamber - Town Hall</p>
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Members 3: Quorum 2

COUNCILLORS:

Peter Gardner (Chairman)
Frederick Thompson
Linda van den Hende

**For information about the meeting please contact:
James Goodwin
james.goodwin@haverling.gov.uk; 01708 432432**

AGENDA ITEMS

1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

(if any) - receive

2 DECLARATION OF INTERESTS

Members are invited to declare any interest in any of the item on the agenda at this point of the meeting. Members may still declare an interest in an item at any time prior to the consideration of the matter.

3 CHAIRMAN'S ANNOUNCEMENT

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

4 REPORT OF THE CLERK (Pages 1 - 6)

5 REPORT OF THE LICENSING OFFICER (Pages 7 - 30)

Application for 2 Temporary Event Notices for the Romford & Gidea Park Rugby Football Club, Rear of 55-59 Crow Lane, Romford. RM7 0EP

**Ian Buckmaster
Committee Administration & Member Support
Manager**



LICENSING SUB-COMMITTEE

2 November 2011

Subject Heading:

Procedure for the Hearing: Licensing Act 2003

Report Author and contact details:

**James Goodwin (01708) 432432
e-mail: james.goodwin@havering.gov.uk**

PROCEDURE FOR THE HEARING: LICENSING ACT 2003 (TEMPORARY EVENT NOTICE)

This is a hearing to consider an application for a temporary events notice under section 100 of the Licensing Act 2003. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application now under consideration.

Members are advised that, when considering an application, the following options are available to them by virtue of the Licensing Act 2003, Part 3, section 35, paragraphs 3 and 4:

"Where relevant representations are made, the authority must

(a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and

(b) having regard to the representations, take such steps as it considers necessary for the promotion of the licensing objectives.

The steps are:

- a) modify the conditions of the licence
- b) reject the whole or part of the application

and for this purpose, the conditions of the licence are modified if any of them is altered or omitted or any new condition is added."

The Sub-Committee will also wish to note that, if none of these steps is required, the application must be granted.

Assuming that the Sub-Committee is satisfied that a hearing is required, then the following procedural steps are recommended. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application

now under consideration. This report accords with the requirements of that Act and the Regulations, and in particular Regulations 21-25 (procedure at the hearing).

1. Membership of the Sub-Committee:

- 1.1 The Sub-Committee comprises three members of the Licensing Committee, with a quorum of two members. **Unless there are objections, in the absence of three members, the hearing shall proceed with the quorum of two.**
- 1.2 A members of the Licensing Committee will be excluded from hearing an application where he or she:
 - 1.2.1 has considered an application in respect of the premises in the previous 12 months as a Member of the Regulatory Services Committee; or
 - 1.2.2 is a Ward Councillor for the Ward in which the premises, subject to the application, are located; or
 - 1.2.3 is a Ward Councillor for a Ward which is likely to be affected by the application or;
 - 1.2.4 has a personal interest in the application.

2. Roles of other participants:

- 2.1 The Legal Advisor is not a party to the hearing. The role of the Legal Advisor is to provide legal advice relating to the application and submissions.
- 2.2 The Clerk is not a party to the hearing. The role of the Clerk is to record the hearing and the decisions of the Sub-Committee, and ensure efficient administration

3. Representation validation meeting:

- 3.1 Prior to this hearing, the Sub-Committee Chairman will have met the Legal Advisor and/or Clerk to determine whether further clarification is required of any issues contained in the application or any representation.
- 3.2 During this preliminary meeting no decision will have been made or discussion held regarding the substantive merits of the application or representations.

4. Location and facilities:

- 4.1 All hearings will be heard at the Havering Town Hall unless otherwise directed.
- 4.2 Interpreters will be provided by the Council on request, provided notice is given at least five working days before the hearing.

5. Notification of attendance:

- 5.1 The Chairman will enquire of the parties who is in attendance and the parties will indicate their names (and, where relevant, whom they represent). A register will be circulated before the commencement of the hearing on which the applicant, his/her advisers and companions and all interested parties (and/or their representatives) will be asked to record their attendance.

6. Procedural matters:

- 6.1 Prior to the commencement of the hearing, the Chairman of the Sub-Committee will orally inform the parties whether their applications to have certain people attend the hearing (e.g. witnesses) have been granted or refused. Note this relates to people other than those attending on behalf of a party in the capacity as a representative of the party.
- 6.2 Prior to the commencement of the hearing the Chairman of the Sub-Committee will outline the procedure to be followed at the hearing. This will normally be as follows:

Introduction of the application:

The Licensing officer will outline:

- details of the application and relevant representations received from the parties;
- relevant legislation ;
- relevant Licensing Policy; and
- the time limit in which the Council must reach a determination.

Documentary evidence:

- Documentary or other information in support of applications, representations or notices should be provided to the Clerk of the Sub-Committee at least 7 clear working days before the hearing. If this information is produced at the hearing it will only be taken into account by the Sub-Committee if the Sub-Committee and all the parties consent to its submission. Permission to have this information included in the hearing should be requested at the beginning of the hearing before any oral submissions have been made.
- Statements made by people in support of a party's representation who are not present at the hearing, must be signed by the maker, dated and witnessed by another person. The statement must also contain the witness's full name and occupation.

Representations:

- The chairman will invite each of the parties at the hearing or their representative sequentially to address the Sub-Committee and call any

person/s to whom permission has been granted to appear. Each party will be allowed a maximum period of 10 minutes in which to address the Sub-Committee and call persons on his/her behalf.

- This 10 minute period is where each party has the opportunity to orally address the Sub-Committee and clarify any points in which the Sub-Committee has sought clarification prior to the hearing. This 10 minute period should be uninterrupted unless a member of the Sub-Committee or Legal Advisor considers that the speaker is making submissions that are irrelevant, frivolous or vexatious.
- Members of the Sub-Committee may ask questions of any party, at any time during the proceedings. Time taken in dealing with a Member's question will not be taken into account in determining the length of time available to the party in question to make their representation.

The sequence in which each of the parties will be invited to address the Sub-Committee will normally be in the order of:

- the Chief Officer of Police;
- the Fire Authority;
- the Health and Safety at Work Enforcing Authority;
- the Local Planning Authority;
- the Local environmental Health Authority;
- the Local Weights and Measures Authority;
- the Authority Responsible for the Protection of Children from Harm;
- a navigation or other authority responsible for waterways; and
- any other party that has submitted representations in respect of the application, certificate, notice or other matter appearing before the Sub-Committee;
- the party that has submitted the application, certificate, notice or other matter appearing before the Sub-Committee.

At the discretion of the Sub-Committee the above order may be varied.

Cross-Examination:

Where witnesses have been permitted by the Sub-Committee to speak at the hearing on behalf of a party, permission must be sought from the Sub-Committee before another party can ask the witness questions. This process of questioning is normally referred to as cross-examination. The Sub-Committee will allow cross-examination only where it is necessary to assist it in considering the representations or application.

Relevance:

Information submitted at the hearing must be relevant to the applications, representations, or notice and the promotion of the licensing objectives. The

Chairman of the Sub-Committee is entitled to exclude any information it considers to be irrelevant whether presented in written or oral form. The licensing objectives are:

- The prevention of crime and disorder;**
- Public safety;**
- The prevention of public nuisance; and**
- The protection of children from harm.**

7. Failure of parties to attend the hearing:

7.1 If a party, who has not given prior notice of his/her intention not to attend the hearing, is absent from the hearing the Sub-Committee may either adjourn the hearing or hold the hearing in the party's absence. Where the hearing is held in the absence of a party, the Sub-Committee will still consider the application, representation or notice submitted by that party.

8. Adjournments and extension of time:

8.1 The Sub-Committee may adjourn a hearing to a specified date or extend a notice period except where it must make a determination within certain time limits in the following specific applications:

- Applications for conversion of existing licences where the Sub-Committee must make a determination within 2 months of the application first being received. In default of a decision being made the application will be treated as being granted;
- Applications for variation of existing licences where the Sub-Committee must make a determination within 2 months of the application first being received. In default of a decision being made the application will be treated as being rejected;
- Applications for conversion of existing club certificates where the Sub-Committee must make a determination within 2 months of the application being first received. In default of a decision being made the application will be treated as being granted;
- Applications for variation of existing club certificates where the Sub-Committee must make a determination within 2 months of the application being first received. In default of a decision being made the application will be treated as being rejected;
- Applications made by holders of justices' licences for personal licences must be determined within 3 months of the application first being received. In default of a decision not being made within this period the application will be treated as being granted;

- Review of premises licences following closure orders where the Sub-committee must make a determination within 28 days of receiving notice of the closure order.

9. Sub-Committee's determination of the hearing:

- 9.1 At the conclusion of the hearing the Sub-Committee will deliberate in private accompanied by the Clerk and the Legal Advisor who will be available to assist the Sub-Committee with any legal problems but will not participate in any decision making of the Sub-Committee.
- 9.2 The Sub-Committee will normally make its determination and announce its decision at the end of the hearing.
- 9.3 Where all parties have notified the Sub-Committee that a hearing is not required the Sub-Committee must make its determination within 10 working days of being given notice that the hearing is not required.

10. Power to exclude people from hearing:

- 10.1 The public are entitled to attend the hearing as spectators. However, the Sub-Committee may exclude any person from the hearing including any person assisting or representing a party where:
- it considers that the public interest would be best served by excluding the public or the individual person from the hearing; or
 - that person is behaving in a disruptive manner. This may include a party who is seeking to be heard at the hearing. In the case where a party is to be excluded, the party may submit to the Sub-Committee in writing any information which they would have been entitled to give orally had they not been required to leave the hearing.

11. Recording of proceedings:

- 11.1 A written record of the hearing will be produced and kept for 6 years from the date of the determination of the hearing.

12. Power to vary procedure:

- 12.1 The Sub-committee may depart from following any of the procedures set out in this document if it considers the departure to be necessary in order to consider an application, notice or representation.



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LONDON BOROUGH

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LICENSING SUB-COMMITTEE

REPORT

02 11 2011

Subject Heading:

Temporary Event Notice Application
Romford & Gidea Park Rugby Football
Club rear of 55-59 Crow Lane Romford
RM7 0EP

Report Author and contact details:

Paul Campbell – Licensing Officer
01708 432777
licensing@havering.gov.uk

This application for two Temporary Event Notices made by David Davies under section 100 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 20th October 2011.

Geographical description of the area and description of the building

The first Temporary Event Notice (TEN) is for the sale by retail of alcohol and the provision of regulated entertainment, for the marquee and sponsors/VIP bars to the front of the clubhouse adjacent to the patio; the second TEN is for regulated entertainment only, for a small staged area to be located adjacent to south of the clubhouse (along western boundary) both are to accompany a firework display with associated entertainment activities to be held in the grounds of Romford & Gidea Park Rugby Football Club Crow Lane Romford. I have attached to my report plans, maps and an aerial photograph to help explain the area to be covered by the application.

I was informed that the rugby club were advertising a fireworks display with entertainment planned for Friday 4th November 2011, the notice I found advertised live and recorded music to take place at the venue. I checked our records and found that there was no licence or TEN in place to cover this. I went onto the web site advertised and found it to be advertising a Kylie Monogue tribute act, DJ and Live Band also stating that the ticket price includes club membership from 5pm to midnight on 4th November 2011 with entrance to the member areas on production of the ticket.

A copy of the web page is attached to my report.

Using the link I e-mailed the club stating that there was no TEN in place for the regulated entertainment and that temporary membership of the club in the way mentioned would be a breach of the Club Premises Certificate.

A copy of my e-mail is attached to my report.

Licensing Sub-Committee, 2nd November 2011

As a result of this I was contacted by Mr Bill Downton who is the chairman of the RFC who told me that a TEN was sent to me on 4th October 2011 which hadn't arrived at our office. The two TENs that are part of this application were delivered to my office on 20/10/11 which allows the 10 working days notice needed under the Licensing Act 2003.

A copy of the TENs were given to PC Dave Leonard the Havering Police Licensing Officer. Who made a representation against both Temporary Event Notices on 20th October 2011.

Under the Licensing Act 2003 the police have two working days to lodge an objection to a TEN on the grounds of the Prevention of Crime and Disorder.

A TEN allows the sale of alcohol, regulated entertainment and late night refreshment (hot food and drink 23.00hrs to 05.00hrs) for a limited period to take place without there being a licence but limits the number of people present to 499 (including staff) if both TENs were to be permitted this would cover 998 people.

There are no public transport links directly to the premises access would be by car or on foot.

The area around the Rugby Club and the field is mainly residential properties.

Details of the application

A copy of the two applications are attached.

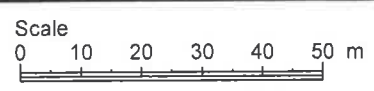


Romford & Gidea Park RFC

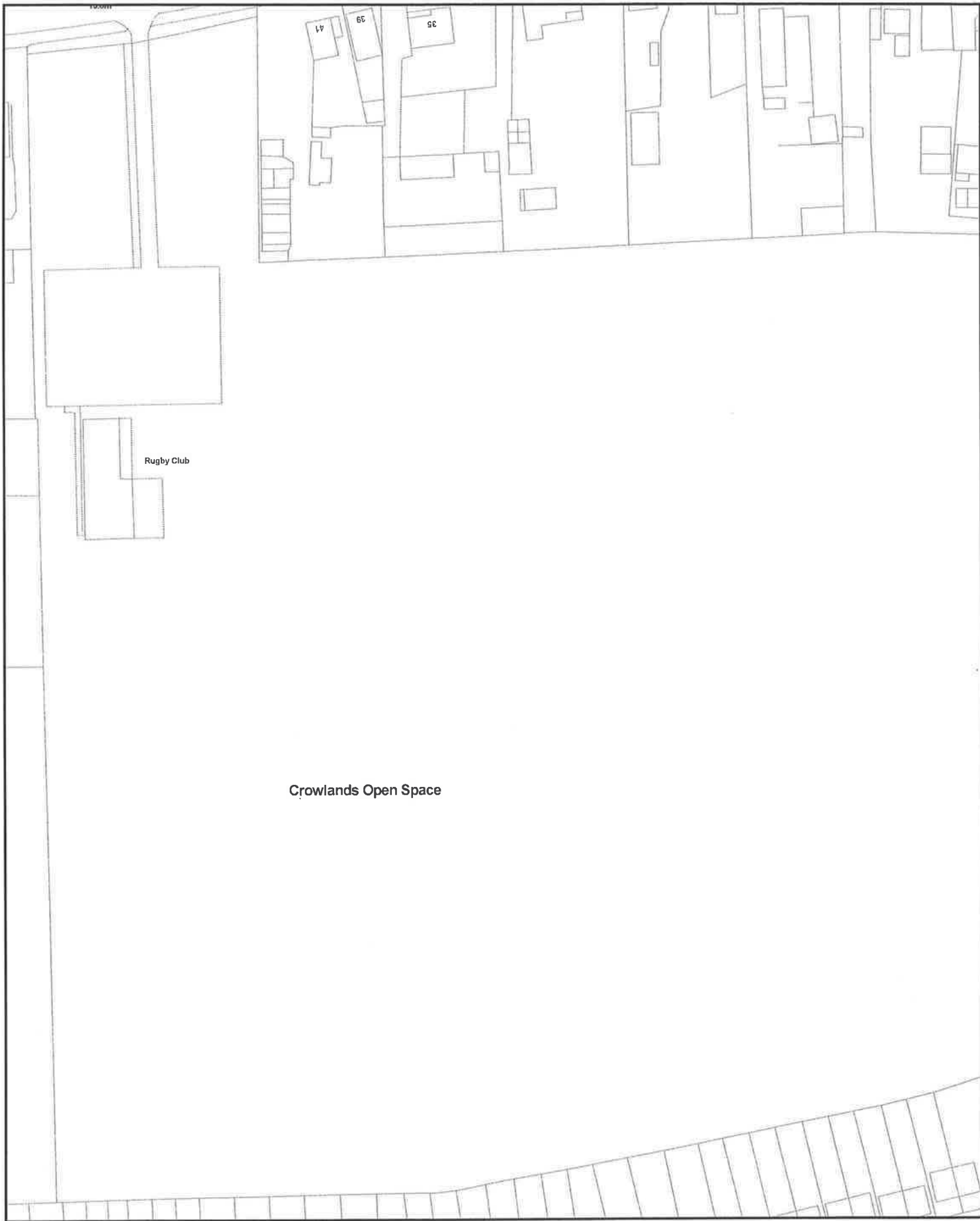
Map Reference: TQ5087NW



Scale @ A4 1:1250
Date: 21/10/2011



London Borough of Havering
Town Hall, Main Road
Romford, RM1 3BD
Tel: 01708 434343

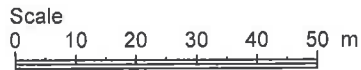


Romford & Gidea Park RFC

Map Reference: TQ5087NW



Scale @ A4 1:1250
Date: 21/10/2011

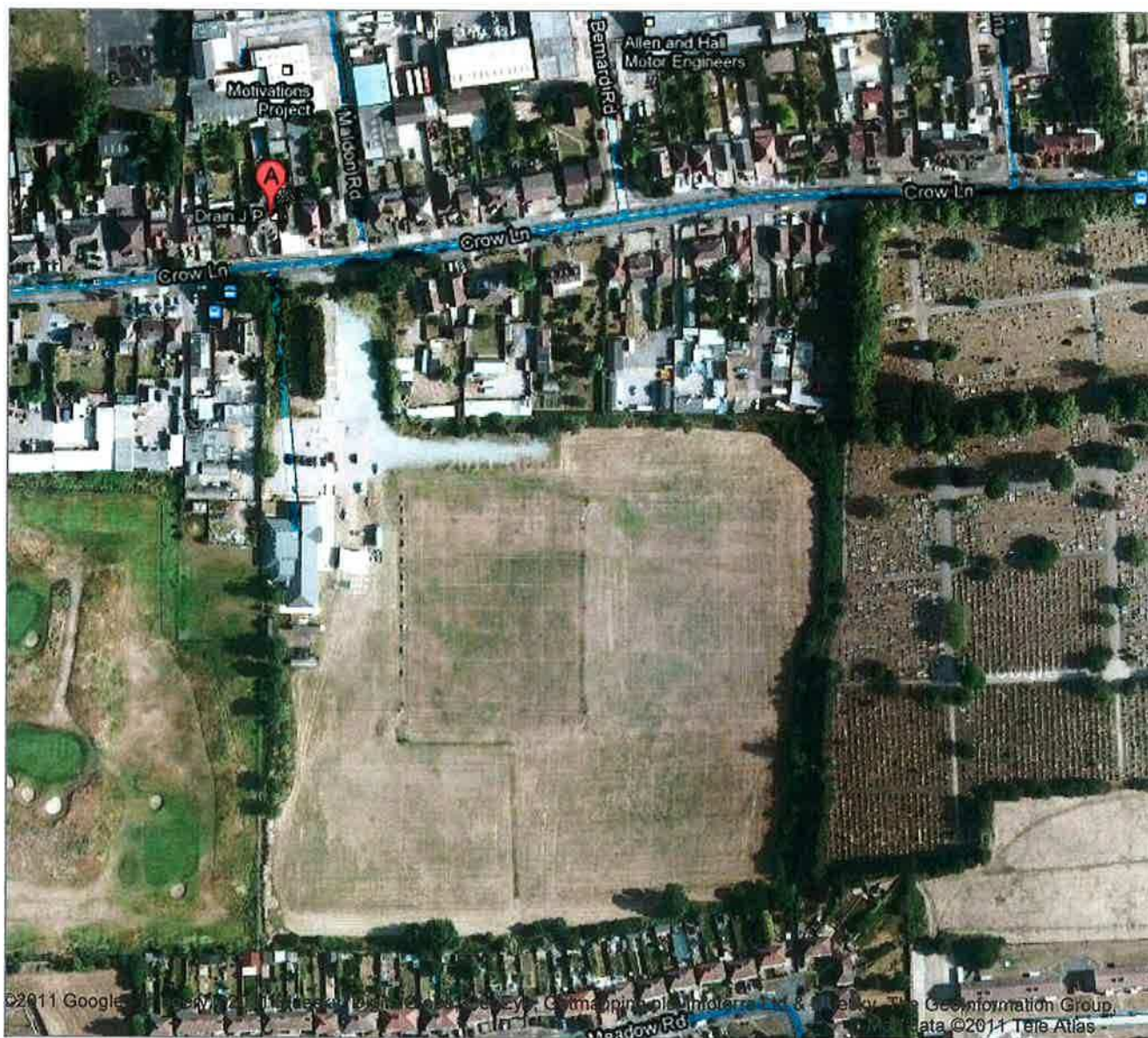


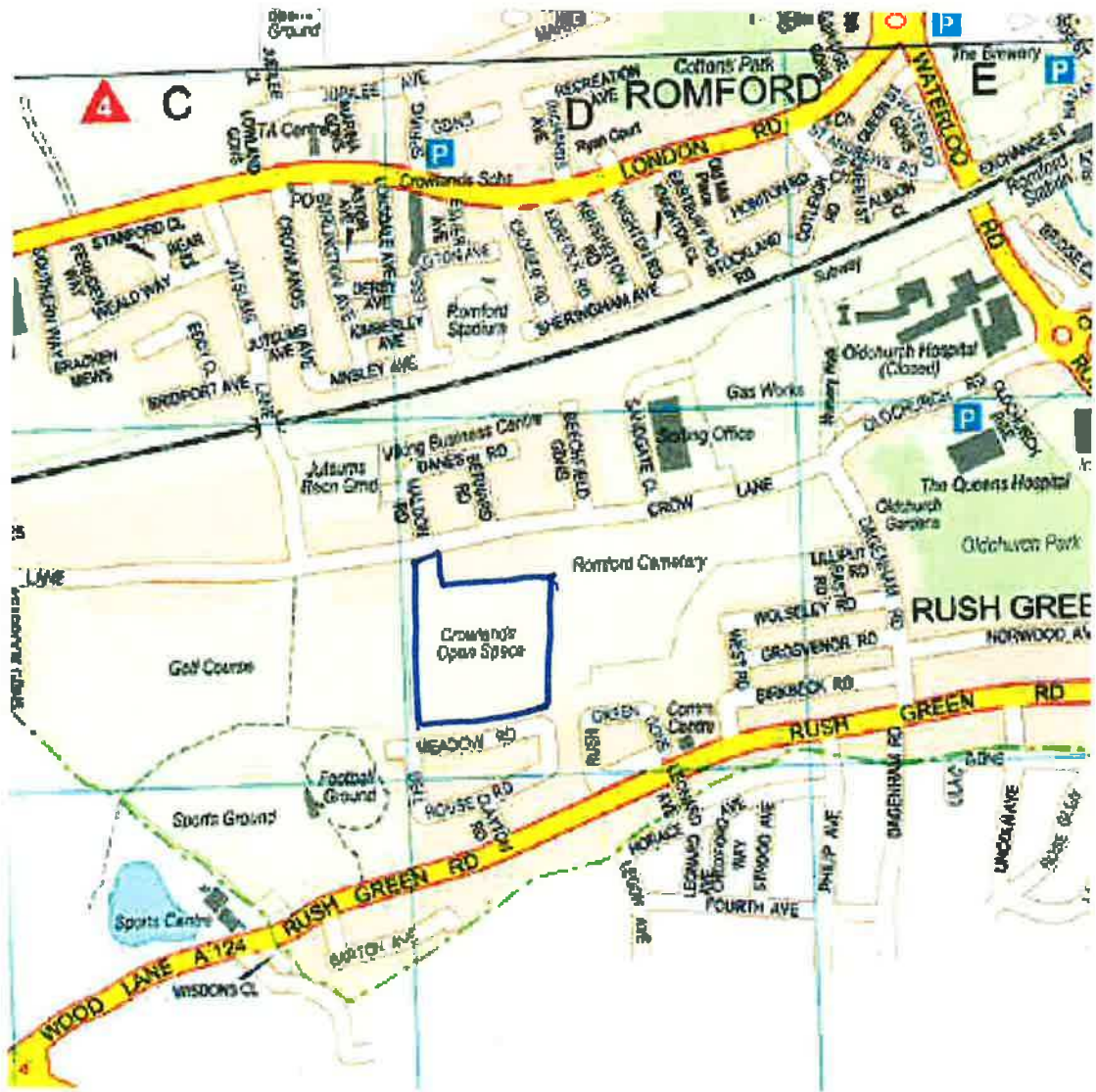
Havering
LONDON BOROUGH

London Borough of Havering
Town Hall, Main Road
Romford, RM1 3BD
Tel: 01708 434343



To see all the details that are visible on the screen, use the "Print" link next to the map.





Firework Spectacular 2011

Share event on your social networks:      |  [More](#)

When

Fri, 04 Nov, 2011
Start time: 17:00
End time: 21:00

[Add to Calendar](#)

Where

Romford & Gidea Park
Rugby Club
Crowlands
Crow Lane
Romford, RM7 0EP
United Kingdom

[View on Google Map](#)

Hosted By

Romford & Gidea Park RFC

[Contact The Host](#)

Attendee Login

To see your details, enter your booking reference here.

Ticket Information

TICKET TYPE	SALES END	COST	FEE	NO. REQUIRED
Family 2 adults and up to 3 children	04-Nov-2011	GB£15.00	GB£1.11	<input type="text" value="0"/> ▾
Adult	04-Nov-2011	GB£6.00	GB£0.44	<input type="text" value="0"/> ▾
Child or OAP	04-Nov-2011	GB£5.00	GB£0.37	<input type="text" value="0"/> ▾








Firework Spectacular



A full evening of fun, entertainment and fireworks for all the family.

Massive firework display

Food stalls and large barbeque

Kiddies rides

Kylie monogue tribute act

DJ
Live band

Parking available on-site but limited to 500 spaces

Romford & Gidea Park RFC is a registered CASC charity. All proceeds from this event will be used to support the playing of rugby football

nb The ticket price includes club membership from 5pm to midnight on 4th November 2011. Please produce your ticket if you wish to enter member' areas

Paul Campbell

From: Paul Campbell
Sent: 19 October 2011 15:10
To: 'treasurer@romfordrugby.com'
Cc: 'Dave.Leonard@met.pnn.police.uk'; '(firesafetyregulationNE@london-fire.gov.uk.)'
Subject: FW: Firework Spectacular 2011

Further to my e-mail below any application for a Temporary Event Notice must give 10 working days notice to the licensing authority and the police (these dates do not include the day of receipt by the licensing authority or the day of the event)

A Temporary Event Notice is limited to 499 people including staff.

My information was gained via the web site advertised at your premises www.eventelephant.com/romfordfireworks

Paul Campbell..

Licensing Officer

From: Paul Campbell
Sent: 19 October 2011 14:53
To: 'treasurer@romfordrugby.com'
Subject: Firework Spectacular 2011

Dear Sir

I have left a message on your telephone answer machine

There are a number of problems in running this event with live and/or recorded music and the matter of not running your club in accordance with the regulations which may cause the licensing authority to withdraw your Club Premises Certificate and leave the premises with no permission to have entertainment or supply alcohol.

I will make this clear you do not have a licence, certificate or notice to supply alcohol to public attending the event on 4th November 2011 you do not have a licence, certificate or notice to provide regulated entertainment (Music) to the public or outside of your club house on 4th November 2011.

An inspection will be taking place on the evening of 4th November 2011 any breach of licensing conditions may result in action being taken against you and/or the Club Premises Certificate being withdrawn.

My contact details are Paul Campbell Licensing Officer London Borough of Havering. 01708 432766

paul.campbell@haverling.gov.uk

if I am not available further advice can be obtained via 01708 432777 licensing@haverling.gov.uk



4TH NOVEMBER 2011

FIREWORKS

Temporary Event Notice

Information on the Licensing Act 2003 is available on the website of the Department for Culture, Media and Sport (http://www.culture.gov.uk/alcohol_and_entertainment/default.htm) or from your local licensing authority.

Before completing this notice please read the guidance notes at the end of the notice. If you are completing this notice by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets if necessary.

You should keep a copy of the completed notice for your records. You must send two copies of this notice to the licensing authority and an additional copy must be sent to the chief officer of police for the area in which the premises are situated. The licensing authority will endorse one of the two copies and return it to you as an acknowledgement of receipt.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)			
1. Your name			
Title	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/> (please state)		
Surname	DAVIES		
Forenames	DAVID GORONWY EMLYN		
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary.)			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/> (please state)		
Surname	N/A.		
Forenames			
3. Your date of birth	Day	Mth	Yr
	27	11	1950
4. Your place of birth	CARMARTHEN, WALES		
5. National Insurance Number	YT 40 02 27 C		
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below).			
25 STANLEY AVENUE, GIDEA PARK.			
Post town	ROMFORD	Post code	RM 2 5PL
7. Other contact details			
Telephone numbers			
Daytime	01708-724870		
Evening (optional)	- " -		
Mobile (optional)			

Fax number (optional)	
E-Mail Address (optional)	dainamic50@hotmail.co.uk
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you).	
N/A.	
Post town	—
Post code	—
9. Alternative contact details (if applicable)	
Telephone numbers	N/A.
Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	—
E-Mail Address (optional)	—

2. The premises

Please give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references)
(Please read note 2)

**ROMFORD + GIDEA PALK RUGBY FOOTBALL CLUB
CROWLANDS,
CROW LANE.
ROMFORD, ESSEX, RM7 0EP.**

If you intend to use only part of the premises at this address or intend restricting the area to which this notice applies, please give a description and details below. (Please read note 3)

**MARKEE AND SPONSORS / V.I.P. BARS TO
FRONT OF CLUBHOUSE ADJACENT TO PATIO.**

Please describe the nature of the premises below. (Please read note 4)

AS ABOVE!

Please describe the nature of the event below. (Please read note 5)

**FIREWORK DISPLAY WITH ASSOCIATED
ENTERTAINMENT ACTIVITIES - LIVE MUSIC AND
CHILDREN'S RIDES.**

3. The licensable activities

Please state the licensable activities that you intend to carry on at the premises (please mark an "X" next to the licensable activities you intend to carry on). (Please read note 6)

The sale by retail of alcohol	<input checked="" type="checkbox"/>
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	<input type="checkbox"/>
The provision of regulated entertainment	<input checked="" type="checkbox"/>
The provision of late night refreshment	<input checked="" type="checkbox"/>

BURGERS + HOT DOGS

Please state the dates on which you intend to use these premises for licensable activities. (Please read note 7)

*FRIDAY, 4TH NOVEMBER 6.00 pm. - 10.00 pm.
LIVE MUSIC TO FINISH BY 9.30 pm.*

Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 8)

*BAR 18.00 hrs. → 22.00 hrs.
MUSIC 18.00 hrs. → 21.30 hrs.*

Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff organisers or performers. (Please read note 9)

499.

If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please mark an "X" next to the appropriate box). (Please read note 10)

On the premises only	<input checked="" type="checkbox"/>
Off the premises only	<input type="checkbox"/>
Both	<input type="checkbox"/>

4. Personal licence holders (Please read note 11)

Do you currently hold a valid personal licence?
(Please mark an "X" in the box that applies to you)

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If "Yes" please provide the details of your personal licence below.	
Issuing licensing authority	N/A.
Licence number	
Date of issue	
Date of expiry	
Any further relevant details	


5. Previous temporary event notices you have given (Please read note 12)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the number of temporary event notices you have given for events in that same calendar year	—	
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Associates and business colleagues (Please read note 13)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your associate(s) have given for events in the same calendar year	—	
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If answering yes, please state the total number of temporary event notices your business colleague(s) have given for events in the same calendar year.	1	
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

7. Checklist (Please read note 14)	
I shall (Please mark the appropriate boxes with an "X")	
Send two copies of this notice to the licensing authority for the area in which the premises are located;	<input checked="" type="checkbox"/>
Send a copy of this notice to the chief officer of police for the area in which the premises are located;	<input checked="" type="checkbox"/>
If the premises are situated in one or more licensing authority areas, send two copies of this notice to each additional licensing authority;	<input type="checkbox"/>
If the premises are situated in one or more police areas, send a copy of this notice to each additional chief officer of police;	<input type="checkbox"/>
Make or enclose payment of the fee for the application	<input checked="" type="checkbox"/>
Sign the declaration in Section 9 below	<input checked="" type="checkbox"/>

8. Condition (Please read note 15)
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 16)	
The information contained in this form is correct to the best of my knowledge and belief.	
I understand that it is an offence: (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both.	
Signature 	Date 4. 10. 2011.
Name of Person signing D.G.E. DAVIES.	

For completion by the Licensing Authority

10. Acknowledgement (Please read note 17)	
I acknowledge receipt of this temporary event notice.	
Signature	On behalf of the Licensing Authority
Date	
Name of Officer Signing	



Havering
LONDON BOROUGH

(MUSIC ONLY)

4TH NOVEMBER 2011

FIREWORKS

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Before completing this notice please read the guidance notes at the end of the notice. If you are completing this notice by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets if necessary.

You should keep a copy of the completed notice for your records. You must send two copies of this notice to the licensing authority and an additional copy must be sent to the chief officer of police for the area in which the premises are situated. The licensing authority will endorse one of the two copies and return it to you as an acknowledgement of receipt.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)			
1. Your name			
Title	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/> (please state)		
Surname	DAVIES		
Forenames	DAVID GORONWY EMLYN		
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary.)			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/> (please state)		
Surname	N/A.		
Forenames			
3. Your date of birth	Day 27	Mth 11	Yr 1950
4. Your place of birth	CARMARTHEN, WALES		
5. National Insurance Number	YT 40 02 27 C		
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below).			
25 STANLEY AVENUE, GIDEA PARK.			
Post town	ROMFORD	Post code	RM 2 5DL
7. Other contact details			
Telephone numbers			
Daytime	01708-724870		
Evening (optional)	- " -		
Mobile (optional)			

Fax number (optional)	
E-Mail Address (optional)	dainamic50@hotmail.co.uk
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you).	
N/A	
Post town	Post code
9. Alternative contact details (if applicable)	
Telephone numbers	N/A.
Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	-
E-Mail Address (optional)	-

2. The premises
Please give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references) (Please read note 2)
ROMFORD + GIDEA PARK RUGBY FOOTBALL CLUB CROWLANDS, CROW LANE, ROMFORD, ESSEX, RM7 0EP.
If you intend to use only part of the premises at this address or intend restricting the area to which this notice applies, please give a description and details below. (Please read note 3)
SMALL STAGED AREA TO BE LOCATED ADJACENT TO SOUTH OF CLUBHOUSE (ALONG WESTERN BOUNDARY).
Please describe the nature of the premises below. (Please read note 4)
AS ABOVE.
Please describe the nature of the event below. (Please read note 5)
FIREWORK DISPLAY WITH ASSOCIATED ENTERTAINMENT ACTIVITIES (CHILDREN'S RIDES ETC) AMPLIFIED MUSIC TO ACCOMPANY FIREWORKS AND LIVE MUSIC ACT FOR 45 min.

RE

3. The licensable activities		
Please state the licensable activities that you intend to carry on at the premises (please mark an "X" next to the licensable activities you intend to carry on). (Please read note 6)		
The sale by retail of alcohol		<input type="checkbox"/>
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club		<input type="checkbox"/>
The provision of regulated entertainment		<input checked="" type="checkbox"/>
The provision of late night refreshment (BURGERS, HOT DOGS, ETC.)		<input checked="" type="checkbox"/>
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 7)		
FRIDAY 4 TH NOVEMBER 2011. AMPLIFIED MUSIC TO ACCOMPANY FIREWORKS 5.00 - 9.30pm. (LIVE MUSIC FOR 45mins.)		
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 8)		
17:00 hrs → 21:30 hrs.		
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff organisers or performers. (Please read note 9)		499
If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please mark an "X" next to the appropriate box). (Please read note 10)	On the premises only	<input type="checkbox"/>
	Off the premises only	<input type="checkbox"/>
	Both	<input type="checkbox"/>
4. Personal licence holders (Please read note 11)		
Do you currently hold a valid personal licence? (Please mark an "X" in the box that applies to you)	Yes	<input type="checkbox"/>
	No	<input checked="" type="checkbox"/>

If "Yes" please provide the details of your personal licence below.	
Issuing licensing authority	N/A.
Licence number	
Date of issue	
Date of expiry	
Any further relevant details	



5. Previous temporary event notices you have given (Please read note 12)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the number of temporary event notices you have given for events in that same calendar year	—	
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Associates and business colleagues (Please read note 13)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your associate(s) have given for events in the same calendar year	—	
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If answering yes, please state the total number of temporary event notices your business colleague(s) have given for events in the same calendar year.	1	
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

7. Checklist. (Please read note 14)	
I shall (Please mark the appropriate boxes with an "X")	
Send two copies of this notice to the licensing authority for the area in which the premises are located;	<input checked="" type="checkbox"/>
Send a copy of this notice to the chief officer of police for the area in which the premises are located;	<input checked="" type="checkbox"/>
If the premises are situated in one or more licensing authority areas, send two copies of this notice to each additional licensing authority;	<input type="checkbox"/>
If the premises are situated in one or more police areas, send a copy of this notice to each additional chief officer of police;	<input type="checkbox"/>
Make or enclose payment of the fee for the application	<input checked="" type="checkbox"/>
Sign the declaration in Section 9 below	<input checked="" type="checkbox"/>

8. Condition (Please read note 15)
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 16)	
The information contained in this form is correct to the best of my knowledge and belief.	
I understand that it is an offence: (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both.	
Signature 	Date 20. 10. 11 
Name of Person signing D.G.E. DAVIES.	

For completion by the Licensing Authority

10. Acknowledgement (Please read note 17)	
I acknowledge receipt of this temporary event notice.	
Signature	On behalf of the Licensing Authority
Date	
Name of Officer Signing	



METROPOLITAN
POLICE

Working together for a safer London

The Licensing Authority
London Borough of Havering
Mercury House, Mercury Gardens,
Romford, Essex
RM1 3SL

Your Reference:

Our Reference:

Dave Leonard PC231KD
Romford Police Station
19 Main Road
Romford,
Essex
RM1 3BJ

Telephone: 01708 432781

Fax: 01708 432554

Email:

haveringpolice@met.police.uk

Dave.Leonard@met.police.uk

Date: 20th October 2011

Dear Sir,

Re- Application For Two Temporary Event Notices

Fireworks Spectacular - Friday, 4th November 2011

Romford & Gidea Park Rugby Football Club, Crow Lane, Romford RM7 0EP

With reference to the above, whilst Police would ordinarily wish to actively support the majority of local events within the community, there are a number of issues that require addressing before support may be offered on this occasion. It is, therefore, unfortunate but necessary for the Police to **make representation** against the application for **two** Temporary Event Notices received on 20th October 2011 registered by Mr David Davies.

The club operates with a Club Premises Certificate (CPC) which means it caters for club members and guests **not** the general public. The club applied for - and failed to get - a premises licence earlier in the year in an effort to enable them to host music festivals for up to 14,999 people. The police were advised by members of the Romford & Gidea Park RFC committee at the Licensing hearing in July 2011 that the premises licence application was initially inspired by the 'success' of their 2010 Fireworks Display when they planned the 'ticket only' event to cater for 1500 people.

The event turned into a traffic management nightmare and brought Crow Lane and the surrounding area to a standstill when over double the anticipated numbers of spectators descended upon the venue.

Despite conceding a naïve incompetency to arranging such events, the applicants were advised in no uncertain terms of their responsibilities to the community and of the need to liaise and plan any future proposed large-scale events with the police, fire brigade & local authorities. I am unaware that any such actions have been taken for this year's 'Spectacular'.

I have made enquiries with LBH Events Organiser, Mike Thomas, and the Havering Police Operations manager, Inspector Clare McCarthy, and local Brooklands Ward SNT Sergeant, Tom O'Reilly, to ascertain whether any provisional contact has been made by any of the members of the Romford & Gidea Park RFC committee. I am still awaiting confirmation but early indications suggest that no contact has been forthcoming. I have also been advised by LFEPA officer, Dave Hallam, that the fire brigade have not, to his knowledge, been consulted regarding this pyrotechnic display.

In view of the fact that Police are only permitted 48 hours in which to respond to these applications – which were delivered by hand this afternoon in order to comply with the ten working days notice requirement - and I am now on an extended weekend leave – I will first address the most obvious concern which, in my contention, makes the application invalid.

The Police are mindful that the only ground permitting us to oppose the two Temporary Event Notice applications is the potential concern for the event to result in causing crime & disorder. Whilst there may not necessarily be a fear of crime occurring at this family-themed event, based on the attendance figures at last year's event and the disruption caused to the local residents, it would be very remiss not to expect that there is a strong possibility of disorder occurring if the event is not properly managed again this year. A failure by the applicant to satisfactorily manage the spectators throughout the entire experience, and that includes queuing and dispersal policies, also leads to police concerns surrounding public safety.

Upon my return to work next week, I will endeavour to clarify and address the outstanding concerns with the applicant and the respective partnerships in an effort to resolve matters.

I have no doubt that the applicant has sincere intentions to operate a safe and successful community event. I have no desire to spoil a potentially exciting event but the club has a less than impressive management record over the past twelve months. Without offering advance consultation or making any attempt to enter into contingency planning with the police, the fire brigade or the local authority, the applicant has made little effort to improve matters leading the police being able to support this application with confidence.

And, perhaps, this can only be resolved by the members of the Romford & Gidea Park RFC committee presenting their application in its entirety before the Licensing Sub-Committee.

If I can be of any further assistance in this matter please do not hesitate to contact me in the Licensing Office at Mercury House on **01708 432781**.

Yours sincerely,



Dave Leonard
Licensing Officer
Havering Borough Police

Paul Campbell

From: Dave.Leonard@met.pnn.police.uk
Sent: 20 October 2011 18:05
To: Paul Campbell
Subject: Fireworks in Havering - Romford & Gidea Park Rugby Club

Paul,

I would be grateful if you could please attach Mike Thomas's e-mail response (below) to my enquiry earlier today re-my representation against Romford & GP RFC's TEN applications. many thanks.

kind regards,

Dave

From: Dave Leonard [mailto:Dave.Leonard@haverling.gov.uk]
Sent: 20 October 2011 17:34
To: Leonard Dave - KD
Subject: FW: Fireworks in Havering

From: Michael Thomas
Sent: 20 October 2011 16:53
To: Alan Clark; alan.ford@tfl.gov.uk; Alexandra Watson; brian.dobinson@haverlingpct.nhs.uk; charlotte.stebbing@btp.pnn.police.uk; Clare.J.McCarthy@met.police.uk; Daniel Douglas; Dean Martin; diane.cook@lond-amb.nhs.uk; James Rose; Jerry Haley; keith.turner@met.police.uk; Lorraine Delahunty; Michael Thomas; michael.burrell@london-fire.gov.uk; Michael.Cornett@lond-amb.nhs.uk; Sue Wilks; Trudi Penman; William Adams
Cc: Dave Leonard; Katalin Morath
Subject: Fireworks in Havering

Dear all,

I have been made aware of some Firework displays taking place in Havering. I have asked them all for their Event Manuals/ risk assessments etc, so that I can share them with you. Rather than waiting to the last minute, I wanted to at least let you know the dates and locations of the Fireworks, hopefully with the documents to follow.

If some/ all of you feel a Fireworks SAG is needed, I can arrange something. We could have the organisers come and chat with us on an appointment basis if necessary.

Friday 4 November

Romford & Gidea Park Rugby Club will be holding a "Community Firework Display" on their grounds. I believe this is a ticketed/ paid for event. Dave Leonard has received a TEN for this event today, so he has some, but not much information. I have asked them on 16 September to send me their event info by Monday 17 October. Nothing has come through and I will chase this today.

Romford YMCA Free firework display. They have informed Havering MPS Ops Team that they will be complying with the HSE code regarding having a firework event, First Aid, stewards and car parking.

I have had a chat with the organiser and she does seem to have things in hand and has spoken with the likes of Dagenham LFB, Havering MP Ops Team and LBH Parks. She will be sending me her event info early next week.

Harold Wood School 18:30-20:30, with fireworks at approx 19:30. Harold Wood Primary School, Recreation Avenue, Harold Wood, RM3 0TH. I've spoken with the school, who are going to ask the parent association (who are running the

event) to get in touch with me. They are advertising their event as being run by 'professionals', so hopefully that means it should be

Saturday 5 November

3rd Havering (St James) Scout Group at St James Church, Chase Cross Rd, Romford, RM5 3YR. 19:00-21:00. I've e-mailed them and got a positive response in terms of getting documentation next week.

Regards
Mike

Mike Thomas | Events & Campaigns Officer
London Borough of Havering | Communications
Town Hall, Main Road, Romford, RM1 3BD
t: 01708 432427 | m: 07904 116 984

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