



Report of the Head of Elections, Licensing and Registration

Report to the Licensing Committee

Date: 9 February 2016

Subject: Mint Festival 2015 - Members Debrief

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Wetherby		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? Appendix A	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Summary of main issues

1. The Mint Festival was held at the Wetherby Racecourse on the 19th and 20th September 2015 with proposals for this to be an annual event. The Festival is held under the authorisation of a premises licence issued under the Licensing Act 2003.

Recommendations

2. The Licensing Committee is required to note the contents of this report in respect of the de brief following the Mint Festival 2015 held at Wetherby Racecourse.

1.0 Purpose of this Report

1.1 This report is to notify the Members of the outcome of the Mint Festival held between the 19th and 20th September 2015.

2.0 Background Information

2.1 The premises licence for the Mint Festival, a two day music festival with overnight camping was considered and approved by the Members of the Licensing Sub Committee on the 13 April 2015, following representations received from a Local Ward Councillor.

2.2 Members of the Licensing Sub Committee resolved to grant the application as requested and attached the following additional conditions to the licence:

- 1) The Premises Licence Holder shall comply with the terms and requirements of the Event management Plan each year.
- 2) There shall be an Event management Plan which incorporates the Operating Schedule submitted to the Licensing Authority at least six months prior to the festival each year
- 3) The licence holder will co-ordinate meetings of the Safety Advisory Group throughout the planning process.
- 4) The licence holder will provide the Event Management Plan to all members of the Safety Advisory Group not less than six months before the event.
- 5) The licence holder will meet with Ward Members, Representatives of Parish Councils and community representatives throughout the planning process.
- 6) The final Event Management Plan will be provided to the Licensing Authority not less than 35 days prior to the event.
- 7) The Event Management Plan and any revisions to the Event Management Plan must be approved by the Licensing Authority prior to the Festival, in accordance with the officer delegation scheme.
- 8) There shall be a review of the event on an annual basis, to come before the full Licensing Committee.

3.0 Main Issues

3.1 Multi agency meetings were held with the promoter during the build up to the event.

3.2 The promoter met with Ward and Parish Councillors prior to the event.

3.3 Issues arising at these meetings were addressed within the Event Management Plan.

- 3.4 A site multi-agency meeting was held the day prior to the site being opened to the public and Officers from Entertainment Licensing attended the site during the event, liaising with the event safety co-ordinator throughout.
- 3.5 A multi- agency debrief was held on the 18th November 2015 and the minutes of that meeting are attached at appendix A.
- 3.6 It should be noted that the contents of appendix A is potentially exempt information under Access to Information Procedure Rules 10.4(3) as this includes information relating to the financial or business affairs of any particular person, and 10.4 (7), information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime and in all the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 3.7 Agencies and the licence holder are of the opinion that significant changes to the Event Management Plan will be required for future events at this site, to include but not limited to revised security procedures and event personnel, improved traffic management, and improved communication procedures with Ward Councillors and residents. All identified issues will be addressed in the multi- agency meetings and Event Management Plan prior to the 2016 event.
- 3.8 Members are also asked to note that licensing officers met with ward members post the event, and were informed of the nuisance to residents due to the low frequency noise that could be heard some distance away. In addition the members noted an amount of discarded drinks containers outside the licensed site. Similarly these matters will be addressed for any future event.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The application for the premises licence in 2015 was subject to the statutory consultation process involving a newspaper advertisement and public notices displayed around the site for 28 days. Full liaison was held with the Ward Members, responsible authorities and community representatives.

4.2 Equality and Diversity/Cohesion and Integration

- 4.2.1 At the time of writing this report there were no implications for equality and diversity. Any decision taken by the Licensing Committee will be in accordance with the four licensing objectives as prescribed by the Licensing Act 2003.

4.3 Council Policies and City Priorities

- 4.3.1 When determining applications under the Licensing Act 2003 the Licensing Authority must have regard to the relevant legislation, guidance issued by the Home Office, the council's own statement of licensing policy and any associated local area guidance.

4.3.2 Applicants are expected to have had consideration to the relevant policy and any local area guidance when completing their applications and the licensing authority will refer to the policy/local area guidance when making its decision.

4.3.3 The licensing regime contributes to the following Best Council Plan 2015-20 outcomes:

- Improve the quality of life for our residents, particularly for those who are vulnerable or in poverty;
- Make it easier for people to do business with us.

4.3.4 The licensing regime is linked to the Best Council Plan objectives:

- Supporting communities and tackling poverty, and
- Becoming a more efficient and enterprising council

4.3.5 The application was granted in 2015 with regard to the Council's Licensing Act 2003 Statement of Licensing Policy, and the event will operate in accordance with the licensing objectives as set out in the current Statement of Licensing Policy.

4.4 Resources and Value for Money

4.4.1 There are no resource implications to the licensing authority. The premises licence is subject to an annual maintenance fee as prescribed under the Licensing Act 2003.

4.5 Legal Implications

4.5.1 There are no legal implications known to the Council in terms of its responsibilities held under the Licensing Act 2003.

4.6 Risk Management

4.6.1 The event is subject to a number of multi-agency meetings.

4.6.2 Any matters arising during the event having an implication on the premises licence and objectives of the Licensing Act will be brought back before the Licensing Committee.

5.0 Conclusions

5.1 This report advises Members of certain issues following the 2015 Mint event that will be addressed for any subsequent event, namely but not limited to revised security procedures and event personnel, improved traffic management, and improved communication procedures with Ward Councillors and residents. All identified issues will be addressed in the multi-agency meetings and Event Management Plan prior to the 2016 event.

In addition to litter outside the site, the Event Management Plan will also address noise control to the satisfaction of Leeds City Council's Environmental Health Department following the comments received after the event, in particular to address low frequency noise and complaints handling.

6.0 Recommendations

6.1 The Licensing Committee note the contents of this report.

7.0 Background Papers

None