

## Licensing Responsible Authority representation in respect of Kirtlington Park premises licence application.

- A premises licence grant application for Kirtlington Park, OX5 3JN, was submitted by a representative of U Live Ltd. This application requested that the entire area and land associated with Kirtlington Park should be licensed under the Licensing Act 2003.
- U Live is a company which organises large scale event throughout the country. These events are advertised as ticketed events, with camping facilities, age checks, and security. A copy of U Live website has been attached to this report as **Appendix 1**.
- The licence application describes Kirtlington Park as a temporary event site which will host:
  - Camping
  - Fun Fairs
  - Stages, inclusive of a main stage
  - Retail and food outlets
  - Sanitation facilities
- The licence application requests and outlines the following indoor and outdoor activities from 9am to 2am:
  - Plays
  - Films
  - Dancing
  - Amplified and unamplified live and recorded music
  - Late night refreshment
  - Sale/supply of alcohol
  - Regulated entertainment which would include semi nudity, burlesque acts, and age restricted films.
- The application states that the premises would be open 24 hours a day and requests a capacity of 14,999 at any one time.
- The application offers little or no details of procedural guidelines in order to promote the licensing objectives. Rather the application only really refers to an event plan, and the agreement of the Licensing Authority and the local Safety advisory Group (SAG). Such an event plan is proposed to be published 28 days before an event.
- The additional information supplied by the applicant refers to:
  - A daily capacity of 5,000 people, which contradicts the licence application of 14,999 capacity.
  - A main stage arena with a capacity of 5,000 people being able to view the stage.
  - Communication with patrons advising them not to bring glass bottles etc to the site, but states that bottles would not be prevented from entering the camping site.
  - Patrons being allowed to bring their own alcohol to the event, but not the main entertainment area.
  - The erection and dismantling of the events facilities for a period of approximately 7 days before and after the start and finish dates of the event.

- The Licensing Authority recognises that such large-scale events require a comprehensive Event plan, and such plans are specific to the event, time, location, and circumstances. Based on the vague details of the application, and additional documents, the Licensing Authority objected to the application.
- This objection suggested the following condition to be added to the licence:
  1. A full event plan will be submitted to all responsible authorities, and Safety Advisory group agencies at least 5 calendar months before the first date of the event.
  2. The event plan will outline all event procedures, and facilities, and outline how the event would promote, and comply with, the licensing objectives.
  3. The event plan will be subject to Safety Advisory Group requirements (SAG).
  4. All of the SAG requirements must be agreed and evidenced at least two calendar months before the first date of the start of the event.
  5. Failure to comply with the SAG requirements would cancel the event.
  6. The licence would be granted on a singular event basis and SAG agreement of that singular event.
  7. The licence will only allow one event per calendar year where more than 500 people can attend.
- Following this objection, the applicant agreed to the suggested conditions, except for condition 1. This condition was negotiated to read as:
  1. A full event plan will be submitted to all responsible authorities, and Safety Advisory group agencies at least **3 calendar months** before the first date of the event.
- The Licensing Authority believe that the addition of the stated agreed conditions would ensure that any events or activities taking place at the park would be thoroughly vetted via the SAG committee, thus ensuring that all licensing objectives would be promoted and adhered to.

Specifically, the SAG would consider the events management plan in relation to:

Noise  
 Public nuisance  
 Traffic management  
 Public safety  
 Crime prevention  
 Public health associated matters  
 Protection of children and vulnerable persons  
 Any associated implications of the event  
 Should the event plan not satisfy members of the SAG, and a compromise not reached, then the licence would be deemed as not valid for that event.

- The committee may wish to use the proposed conditions, add to them, or exclude all or some of them.
- When making the committees decision the Licensing Authority would respectfully request that members also consider the following:
  - A. The licence application covers the entire park, and there are little, or no details listed on the premises plan (such as camping area, stage area/s, retail areas, bars, access and emergency exits).

- B. The application requests a licence for a capacity number of 14,999 throughout the year, and opening times of 24 hours, and as such the application has no restrictions to those 14,999 people attending the licensed premises at any time.
- C. All requested licensed activities are requested to run from 9am to 2am.
- D. The application lacks details with regards to adhering to and promoting the licensing objectives.
- E. Kirtlington park is situated in a rural location, and is neighboured by Kirtlington village, working farms, forests, and a Polo club/school. Large events held at the proposed premises may cause a public nuisance, impact on local businesses, cause unnecessary distress to neighbouring life stock, and wild life, and impact on the culture and life styles of all the surrounding area. The premises location is demonstrated on **Appendix 2**.
- F. Kirtlington Park is accessed by the A4095, via Kirtlington village. Other access roads surrounding the park are classified as B roads. This may represent access problems for event infrastructure deliveries, and traffic capacities. The premises location is demonstrated on **Appendix 2**.

Christine Pegler  
Lead Licensing Enforcement Officer