



City of Westminster

# Licensing Sub-Committee Report

Item No:

Licensing Ref No:

**15/05510/LIPN**

Date:

**10 September 2015**

Classification:

**For General Release**

Title of Report:

**Winter Wonderland  
Hyde Park  
Serpentine Road  
London**

Report of:

**Director of Public Protection and Licensing**

Policy context:

**City of Westminster Statement of Licensing Policy**

Financial summary:

**None**

Report Author:

**Miss Heidi Lawrance  
Senior Licensing Officer**

Contact Details:

**Telephone: 020 7641 2751  
E-mail: [hlawrance@westminster.gov.uk](mailto:hlawrance@westminster.gov.uk)**

## APPLICATION DETAILS

<b>Application Type:</b>	New Premises Licence application under the Licensing Act 2003.		
<b>Applicant:</b>	P W R Events Limited	<b>Date Application Received:</b>	9 July 2015
<b>Premises Name and Address:</b>	Winter Wonderland Hyde Park Serpentine Road London W2 2UH		
<b>Ward Name:</b>	Knightsbridge And Belgravia	<b>Stress Area:</b>	No
<b>Description of Premises:</b>	<p>Winter Wonderland is an outdoor event set in Hyde Park to celebrate the Christmas and Festive Season.</p> <p>The event spans over 6 weeks from 21<sup>st</sup> November to 4<sup>th</sup> January and opens 10:00 until 22:00 each day and it attracts around 30,000 to 35,000 people.</p> <p>It is made up of fairground rides, market stalls and a number of catering facilities some of which will sell alcohol.</p> <p>A Premises Licence is currently in place for Winter Wonderland reference 13/06474/LIPV. A new premises licence is being applied for due to a change in location within Hyde Park</p>		

### Proposed Licensable Activities and Proposed Hours:

<u>Licensable activities permitted under Premises Licence 13/06474/LIPV</u>	<u>Licensable Activities applied for under Premises Licence Application 15/05510/LIPN</u>
<p><b>Sale of Alcohol: On and Off the premises</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>	<p><b>Sale of Alcohol: On and Off the premises</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>
<p><b>Performance of Dance</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>	<p><b>Performance of Dance</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>
<p><b>Provision of facilities for Dancing</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>	

<p><b>Exhibition of Film</b></p> <p>Monday to Sunday: 10:00 to 22:00</p>	<p><b>Exhibition of Film</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>
<p><b>Provision of facilities for making Music</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>	
<p><b>Performance of Live Music</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>	<p><b>Performance of Live Music</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>
<p><b>Playing of Recorded Music</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>	<p><b>Playing of Recorded Music</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>
<p><b>Anything of a similar description to Live Music, Recorded Music or Performance of Dance</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>	<p><b>Anything of a similar description to Live Music, Recorded Music or Performance of Dance</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>
<p><b>Performance of a Play</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>	<p><b>Performance of a Play</b></p> <p>Monday to Sunday: 10:00 to 22:00</p> <p>Not open Christmas Day</p>
<p><b>Opening Hours</b></p> <p>Monday to Sunday: 10:00 to 22:30</p>	<p><b>Opening Hours</b></p> <p>Monday to Sunday 10:00 to 22:00</p> <p>Not open Christmas Day</p>

## 1. Relevant representations

- 1.1 The Environmental Health Service has made an adverse representation against this application as it will have the likely effect of causing an increase in public nuisance in the area and may impact on public nuisance. The conditions provided do not fully address EH concerns.
- 1.2 The Metropolitan Police service has made an adverse representation against this application as it would undermine the Licensing and Crime Prevention Objectives.

## 2. Policies Applicable

- 3.1 The following policies within the City Of Westminster Statement of Licensing Policy apply:

Policy HRS1 applies:

- (i) Applications for hours within the core hours set out below in this policy will generally be granted, subject to not being contrary to other policies in the Statement of Licensing Policy.
- (ii) Applications for hours outside the core hours set out below in this policy will be considered on their merits, subject to other relevant policies.

Policy MD1 applies : Applications will only be granted if it can be demonstrated that the proposal meets the relevant criteria in Policies CD1, PS1, PN1 and CH1.

Policy PB1 applies:

Applications will only be granted if it can be demonstrated that the proposal meets the relevant criteria in Policies CD1, PS1, PN1 and CH1.

## 3. Summary

- 3.1 The Licensing Sub-committee may refuse, grant in full or grant in part this proposal, having taken into account the representations received and Westminster's Statement of Licensing Policy. The decision taken should promote the licensing objectives of:
  - prevention of public nuisance,
  - prevention of crime & disorder,
  - public safety and
  - protection of children from harm.
- 3.2 Where the committee is minded to grant the licence it will be granted subject to the mandatory conditions and conditions consistent with the operating schedule modified to such extent as the authority considers appropriate for the promotion of the licensing objectives. Proposed conditions are set out in Appendix B of this report.

## 4. Current Licensing Position

These premises currently hold a Premises Licence 13/06474/LIPV. Full licence history can be found in **Appendix A1**.

## 5. Residential Density

319 of the units within a 500m radius of the premises are residential, refer to **Appendix C**

## **6. List of Appendices**

- A1 – Premises Licence History
- A2 – Current Licence 13/006474/LIPV & existing plan
- B – Proposed Conditions
- C – Residential Map and list of premises in the vicinity.

## **7. Background Documents – Local Government (Access to Information) Act 1972**

- Licensing Act 2003
- City of Westminster Statement of Licensing Policy (7<sup>th</sup> January 2011)
- Amended Guidance issued under section 182 of the Licensing Act 2003 (March 2015)
- Application Form
- Licence Proposal including Bar Floor Plans and Photos
- Boundary Plans
- Representations received
- Photos – additional photos have been requested.

## Licence &amp; Appeal History

Application	Details of Application	Date Determined	Decision
Premises Licence – New  <b>07/08912/LIPN</b>	Application for a New Premises Licence  Applied for Live Music, facilities for making music and Sale of Alcohol by Retail.  Monday to Sunday 10:00 to 22:00	09.11.2007	Granted Under Delegated Authority
Premises Licence – New  <b>09/06056/LIPN</b>	Application for a New Premises Licence.  Applied for Regulated Entertainment and Sale of Alcohol by Retail.  Monday to Sunday 10:00 to 22:00	16.10.2009	Granted by Licensing Sub-Committee
Premises Licence – Minor Variation  <b>10/08946/LIPVM</b>	Application for a Minor Variation.  To add films to the premises licence	26.11.2010	Granted Under Delegated Authority
Premises Licence – New  <b>12/07305/LIPN</b>	Application for New Premises Licence.  Applied for Regulated Entertainment and Sale of Alcohol by Retail:  Monday to Sunday: 10:00 to 22:00	18.10.2012	Granted by Licensing Sub Committee
Premises Licence - Variation  <b>13/06474/LIPV</b>	Vary an existing Licence so as to incorporate a change in the area of use within Hyde Park.  No changes to licensable activities, timings and conditions.	16.10.2013	Granted Under Delegated Authority
Premises Licence – New  <b>15/05510/LIPN</b>	Application for a New Premises Licence  Applied for Regulated Entertainment and Sale	To go before LSC on 10.09.2015	To be determined

	of Alcohol by Retail Monday to Sunday 10:00 to 22:00 Change of location with Hyde Park		
--	--	--	--

**There is no appeal history**

## APPENDIX B

### CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE AND CONDITIONS PROPOSED BY A PARTY TO THE HEARING

When determining an application for a new premises licence under the provisions of the Licensing Act 2003, the licensing authority must, unless it decides to reject the application, grant the licence subject to the conditions which are indicated as mandatory in this schedule.

At a hearing the licensing authority may, in addition, and having regard to any representations received, grant the licence subject to such conditions which are consistent with the operating schedule submitted by the applicant as part of their application, or alter or omit these conditions, or add any new condition to such extent as the licensing authority considers appropriate for the promotion of the licensing objectives.

This schedule lists those conditions which are consistent with the operating schedule, or proposed as appropriate for the promotion of the licensing objectives by a responsible authority or an interested party as indicated. These conditions have not been submitted by the licensing service but reflect the positions of the applicant, responsible authority or interested party and have not necessarily been agreed

#### **Conditions:**

##### **Mandatory:**

1. No supply of alcohol may be made at a time when there is no designated premises supervisor in respect of this licence.
2. No supply of alcohol may be made at a time when the designated premises supervisor does not hold a personal licence or the personal licence is suspended.
3. Every supply of alcohol under this licence must be made or authorised by a person who holds a personal licence.
4.
  - (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
  - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises -
    - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to;
      - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
      - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
    - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
    - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;



- (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
  - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
5. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
6. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either -
- (a) a holographic mark, or
  - (b) an ultraviolet feature.
7. The responsible person must ensure that -
- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -
    - (i) beer or cider: ½ pint;
    - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - (iii) still wine in a glass: 125 ml;
  - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
  - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

A responsible person in relation to a licensed premises means the holder of the premise licence in respect of the premises, the designated premises supervisor (if any) or any individual aged 18 or over who is authorised by either the licence holder or designated premises supervisor. For premises with a club premises certificate, any member or officer of the club present on the premises in a capacity that which enables him to prevent the supply of alcohol.

- 8(i) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
- 8(ii) For the purposes of the condition set out in paragraph 8(i) above -
- (a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
  - (b) "permitted price" is the price found by applying the formula -

$$P = D + (D \times V)$$

Where -

- (i) P is the permitted price,
  - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
  - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
- (i) the holder of the premises licence,
  - (ii) the designated premises supervisor (if any) in respect of such a licence, or
  - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
- (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
- 8(iii). Where the permitted price given by Paragraph 8(ii)(b) above would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
- 8(iv). (1) Sub-paragraph 8(iv)(2) below applies where the permitted price given by Paragraph 8(ii)(b) above on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

**Conditions consistent with the operating Schedule (EH comments in italics and underlined)**

1. The grant of this premises licence will be subject to the current premises licence number 13/06474/LIPV being surrendered by the premises licence holder. Before this one comes into operation.
2. The Premises Licence shall only have effect from the Friday of the second week in November in each year and shall cease no later than the Sunday of the third January the following year.
3. When alcohol is sold at the event the following conditions shall apply to all bars, both for the public and in hospitality areas.
  - (a) Bars shall not be permitted to run price promotions, happy hours or other promotions designed to encourage excessive drinking.  
*Not necessary as a condition, already a requirement under the Act*
  - (b) Bars shall be closed no later than the event finish time.
4. Drinks shall not be sold or served in glass vessels or containers. They should also not be served in any measure greater than a pint. The exemptions to this are:

- a) In designated controlled areas – such as in VIP or Hospitality areas – as pre-agreed by the Licensing Safety Advisory Group.
- b) When alcohol is bought as a 'gift' in a sealed container, for the main purpose of being consumed off site.
5. The Premises Licence Holder shall undertake reasonable prevention methods to deter members of the public from either bringing into or removing any alcohol from the licensed area, with the exemption of alcoholic 'gifts' that are permitted to be sold in the licensed area, in a sealed container, for the express purpose of being consumed off site.  
There shall be no alcohol consumed on site unless it is purchased on site. No alcohol purchased on site shall be removed from site. With the exemption of alcoholic gifts in a sealed container for being consumed off site.
6. Substantial food and non-intoxicating beverages, including drinking water, shall be available throughout the permitted hours in all parts of the premises where alcohol is sold or supplied for consumption on the premises
7. At all locations where alcohol is sold, the name and contact telephone number of the Designated Premises Supervisor shall be displayed in a prominent position on the premises, so that it is clearly visible. The named Personal License Holder for that location will also be displayed with their contact telephone number.  
At all locations where alcohol is sold, the name and contacted telephone number for the Designated Premises Supervisor shall be displayed in a prominent position on the premises so that clearly visible. The Personal Licence Holder and their contact details for each area where alcohol is sold will also be displayed.
8. There shall be a minimum of 3 Personal Licence Holders on site at any one time when the premises are open.  
Each operator selling alcohol shall have a personal licence holder in the vicinity at all times.
9. The total square meter area of locations where alcohol is sold at the event shall not exceed any more than 30% of the site allocation to venues and attractions. The rest of the event allocations shall be made up of 30% Attractions, 30% Ice Rink and 10% of market space. This percentage does not include the public walkways, public facilities or private event management and security areas all of which are contained within the overall boundary of the premises
10. A communication system must be provided to ensure the effective operation of the site under both normal and emergency evacuation conditions. The Premises Licence Holder must provide an adequate incident control centre and a rendezvous point for the Police and other emergency services.
11. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster Police Licensing Team. Full details to be agreed 28 days in advance as part of the event management plan given under public safety.
12. All entry and exit points shall be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 31 day period.
13. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested. This is in addition to the operator of the CCTV system.

14. The Premises Licence Holder shall comply with all reasonable requirements of the Royal Parks, Westminster Police Licensing Team, Environmental Health Consultation Team, Westminster City Council, the London Fire and Emergency Planning Authority and the Metropolitan Police Service.
15. Door supervisors:
  - a) A minimum of 30 SIA licensed door supervisors shall be on duty at the premises at all times whilst it is open for business including the CCTV operators.
  - b) Of those there shall always be at least 8 Door Supervisors on duty at the Bavarian Village. (To be agreed depending on plan)
  - c) This number in the Bavarian Village shall be increased at a ratio of 1 Door Supervisor per 100 customers up to the maximum capacity of the premises in accordance with the schedule submitted as part of the event management plan referred to in Condition '20b'
  - d) All SIA Door Supervisors shall wear High Visibility Jackets at all times they are on duty with the exception of the Cash In Transit and covert security teams.
16. It shall be a condition of entry that the customer agrees to an outer clothing and bag search being carried out or refusal of entry will be given, and notices to that effect shall be displayed. The management in full consultation with the DPS, Personal Licence holder operating in that area, Head of Security and the SIA Door Supervisors on duty will action as to when and whom is searched and a record of any decisions to be made. In making these decisions full consultation and advice from either the Metropolitan Police will be taken into account.
17. Membership of the Licensing Safety Advisory Group shall include as a minimum; the premises licensee, the event organiser (where the Licensee is not the event organiser), the Licensing Authority, The Royal Parks, Westminster Police Licensing Team, Environmental Health Consultation Team, Westminster Special Events & Emergency Planning, Metropolitan Police Service, LFEPA, London Ambulance Service and Transport for London. Additional members shall be invited as appropriate for each meeting.
18. Unless otherwise agreed, no later than 2 months prior to the event plans of the layout for that year shall be submitted to the Licensing Safety Advisory Group and any other authorities requiring them. Subject to approval of the Licensing Safety Advisory Group, the internal layout of the premises can be altered with the new proposed layout being submitted as part of the requirements under this condition and the following one.  
To discuss following legal advice
19. Unless otherwise agreed, no later than 28 days prior to the event the Premises Licence holder must ensure an Event Management Plan is presented to the Licensing Safety Advisory Group, or their authorised representative for their comment and advice. The Event Management Plan shall include, as a minimum:
  - a) Emergency and Evacuation procedures;
  - b) Crowd management and stewarding arrangements;
  - c) A detailed plan showing site layout and emergency egress points;
  - d) A detailed plan showing CCTV locations installed by the Premises License Holder;
  - e) Risk Assessments
  - f) A schedule detailing types and locations of emergency equipment
20. So far as is reasonably practicable the Premises Licence Holder must ensure that the event is run in accordance with the Event Management Plan.
21. Adequate medical and first aid cover and facilities appropriate to the licensed event must be provided and assessed by the Licensing Safety Advisory Group.
22. The Premises Licence Holder must nominate one person for the event to act as safety co-ordinator, who is authorised by the Premises Licence Holder to act on their behalf to carry out all reasonable requests made by the Licensing Safety Advisory Group or their authorised representative.

23. The Premises Licence Holder must provide the Licensing Safety Advisory Group or their authorised representative with the particulars of the nominated safety co-ordinator.
24. Details of all marquees, tented structures and temporary structures should be provided including emergency exits and signage, fire warning and fire fighting equipment.
25. All fabric, including curtains and drapes used on stage for tents and marquees, or plastic and weather sheeting, shall be inherently or durably flame retardant to the relevant British Standards. Certificates of Compliance must be available upon request by the Licensing Safety Advisory Group, or their authorised representative.
26. At locations where alcohol is served and that are fully enclosed, a maximum capacity will be set at 1450.
27. Full structural design details and calculations of any structures as specified by Westminster Building Control and not already subject to ADIPS to be erected within the licensed area, must be submitted to the Westminster City Council Building Control. A certificate from a competent person or engineer that a completed structure is erected in accordance with the structural drawings and design specification must be available for inspection prior to a relevant structure being used during the licensed event.
28. Where appropriate, capacities shall be set for the any temporary structures in accordance with the Technical Standards for places of Entertainment and agreed in writing with the Environmental Health Consultation Team.  
Where appropriate, capacities shall be set for any temporary structures in accordance with the Technical Standards for places of Entertainment and agreed in writing with the Environmental Health Consultation Team.
29. Any moving flown equipment must contain a device or method whereby failure in the lifting system would not allow the load to fall. All hung scenery and equipment must be provided with a minimum of two securely fixed independent suspensions such that in the event of failure of one suspension the load shall be safely sustained.
30. Any special effects or mechanical installations shall be arranged and stored so as to minimise any risk to the safety of those using the premises. The following special effects shall only be used on 10 days prior notice being given to the Licensing Authority where consent has not previously been given.
  - dry ice and cryogenic fog
  - smoke machines and fog generators
  - pyrotechnics including fire works
  - firearms
  - lasers
  - explosives and highly flammable substances
  - real flame
  - strobe lighting.
31. A written notice shall be given to the Environmental Health Consultation Team no later than 28 days prior the event of any performances which include animals.
32. Flashing or particularly bright lights on or outside the premises shall not cause a nuisance to nearby properties (save insofar as they are necessary for the prevention of crime).
33. The Premises Licence Holder must maintain a regular safety patrol at all times when the public are present in the licensed area to check for and guard against possible emergency hazards. The area underneath any stage and fixed seating areas is to be kept clear of flammable materials.
34. The Premises Licence Holder must ensure that competent persons are employed to assess the electrical requirements at the event and the compatibility of the electricity supply with the

equipment to be used. Appropriate safety devices (such as 30mA Residual Current Devices at Source) must be used for electrical apparatus, particularly for any electrical equipment exposed to adverse conditions or electrical equipment to be used in association with hand held devices (e.g. microphones). The competent person must make a certificate of inspection of the electrical installation available for inspection.

35. Emergency exits and entrances to the event area must be kept clear at all times and must be provided with clearly visible signage. All parts of the licensed area intended to be used in the absence of adequate daylight and all essential safety signage shall be suitably illuminable.
36. Details of the locations and level of illumination must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative. Electrical generators, where used, must be:
  - (a) Suitably located clear of buildings, marquees and structures, and free from flammable materials;
  - (b) Enclosed to prevent power for the duration of the event;
  - (c) Able to provide power for the duration of the event;
  - (d) Back up electrical generators are to be provided to power essential communications, lighting and Safety systems in the event of primary generator failure, unless otherwise agreed by LSAG.
37. All spare fuel, including LPG, must be kept and stored safely in accordance with relevant Health and Safety legislation and suitable safety signage and fire fighting equipment provided.
38. The following noise conditions shall apply:
  - (a) No noise shall emanate from the premises which gives rise to a nuisance
  - (b) The local residents and the relevant amenity group(s) in the vicinity of the Park, including the South East Bayswater Residents Association, Hyde Park Estate Residents Association and the Mayfair and St James Amenity Society and Peabody Grosvenor Estates Residents Association, shall be contacted as soon as reasonably practicable (and in any event no later than 28 days) prior to the event advising them of the times of the event and any sound check or rehearsal times and giving them a telephone number to contact in the event that they have any complaints.
39. During the build up and break down of the events site, any activities that might cause noise to be audible outside the Park shall be limited to the hours of 08:00 to 20:00 Monday to Friday, and 10:00 to 18:00 Saturday and Sunday. Any generators, refrigerators or other machinery running overnight shall be silenced, screened or sited so as not to be audible outside the Park.
40. There shall be no striptease or nudity, and all persons shall be decently attired at all times, except when the premises are operating under the authority of a Sexual Entertainment Venue licence.
41. A sufficient number of easily identifiable, readily accessible receptacles for refuse must be provided, including provisions for concessions. Arrangements must be made for regular collection. Public areas must be kept clear of refuse and other combustible waste prior to, and so far as is reasonably practicable, during the licensed event.
42. After the event any litter remaining shall be collected and removed from the site as soon as physically possible, either overnight or starting daybreak the following day if it is considered impractical to collect the litter in darkness.
43. Adequate sanitary accommodation must be provided and maintained to serve the licensed event to at least the standards contained within the 'Guide to Health, Safety and Welfare at Pop Concerts and Similar Events', or as advised by the Environmental Health Consultation Team. Suitable arrangements must be made for the collection and disposal of used hand towels, sanitary towels and other refuse from the sanitary accommodation.

44. Details of the proposed location, level of provision and means of effective maintenance and servicing of sanitary accommodation must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative if requested.
45. There shall be a welfare point (or equivalent area) for the reporting and management of lost children. The welfare point shall be staffed and trained (and appropriately certified by the Disclosure Barring Service) members of staff who will be in radio contact with the head steward and the safety co-ordinator.
46. The premises will operate a "Challenge 25" policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. The only forms of ID that will be accepted are passports, driving licences with a photograph or proof of age cards bearing the 'PASS' mark hologram. Suitable and sufficient signage advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.
47. All staff members engaged, or to be engaged, in selling or delivery of alcohol on or from the premises shall receive the training in age-restricted sales as detailed in Section 5 of the Premises Licence Proposal which is submitted with and is a supplement to this application:  
To discuss delivery of alcohol
48. All training records shall be made available to Police, officers of the licensing authority and Weights and Measures upon request.
49. The premises shall at all times maintain and operate an age-restricted sales refusals recording system (either in book or electronic form) which shall be reviewed by the Designated Premises Supervisor at intervals not to exceed 4 weeks and feedback given to staff as relevant. This refusals recording system shall be available upon request to police, Licensing Authority staff and Weights and Measures.
50. On request of a Police Officer, the individual unit as defined in the operational plan shall immediately cease all licensable activities and not re-start licensable activities until authorised by a Police Officer. There shall be no appeal process. To be agreed



## City of Westminster

64 Victoria Street, London, SW1E 6QP

Schedule 12  
Part A

WARD: Knightsbridge  
And Belgravia  
UPRN: 010033569534

Premises licence

Regulation 33, 34

<b>Premises licence number:</b>	13/06474/LIPV
<b>Original Reference:</b>	12/07305/LIPN

### Part 1 – Premises details

#### Postal address of premises:

Winter Wonderland  
Hyde Park  
Serpentine Road  
London  
W2 2UH

#### Telephone Number:

#### Where the licence is time limited, the dates:

Not applicable

#### Licensable activities authorised by the licence:

Performance of Dance  
Provision of facilities for Dancing  
Exhibition of a Film  
Provision of facilities for making Music  
Performance of Live Music  
Playing of Recorded Music  
Anything of a similar description to Live Music, Recorded Music or Performance of Dance  
Performance of a Play  
Sale by Retail of Alcohol

#### The times the licence authorises the carrying out of licensable activities:

##### Performance of Dance

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

##### Provision of facilities for Dancing

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

##### Exhibition of a Film

Monday to Sunday: 10:00 to 22:00

##### Provision of facilities for making Music

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.



**Performance of Live Music**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Playing of Recorded Music**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Anything of a similar description to Live Music, Recorded Music or Performance of Dance**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Performance of a Play**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Sale by Retail of Alcohol**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**The opening hours of the premises:**

Monday to Sunday: 10:00 to 22:30

**Where the licence authorises supplies of alcohol, whether these are on and/or off supplies:**

Alcohol is supplied for consumption both on and off the Premises.

**Part 2****Name, (registered) address, telephone number and email (where relevant) of holder of premises licence:**

PWR Events Ltd  
100 High Street  
Hampton  
TW12 2ST  
*Electronic Mail : info@pwrevents.com*  
*Business Phone Number : 0208 241 9818*

**Registered number of holder, for example company number, charity number (where applicable)**

3827071

**Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol:**

**Name:** Mr James Wells

*Please note: It is the policy of the Licensing Authority not to display the address details of a designated premises supervisor.*

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol:**

**Licence Number:** 13472

**Licensing Authority:** London Borough Of Richmond Upon Thames

**Date:** 26 November 2013

**Signed:** pp  
Operational Director - Premises Management

## Annex 1 – Mandatory conditions

1. No supply of alcohol may be made at a time when there is no designated premises supervisor in respect of this licence.
2. No supply of alcohol may be made at a time when the designated premises supervisor does not hold a personal licence or the personal licence is suspended.
3. Every supply of alcohol under this licence must be made or authorised by a person who holds a personal licence.
4.
  - (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
  - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children;
    - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to;
      - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
      - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
    - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
    - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
    - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on;
      - (i) the outcome of a race, competition or other event or process, or
      - (ii) the likelihood of anything occurring or not occurring;
    - (e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
5. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
6. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

7. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
- (2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.
8. The responsible person shall ensure that;
  - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures;
    - (i) beer or cider: ½ pint;
    - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - (iii) still wine in a glass: 125 ml; and
  - (b) customers are made aware of the availability of these measures.

A responsible person in relation to a licensed premises means the holder of the premise licence in respect of the premises, the designated premises supervisor (if any) or any individual aged 18 or over who is authorised by either the licence holder or designated premises supervisor. For premises with a club premises certificate, any member or officer of the club present on the premises in a capacity that which enables him to prevent the supply of alcohol.

9. Admission of children to the premises must be restricted in accordance with the film classification recommended by the British Board of Film Classification or recommended by this licensing authority as appropriate.
10. All persons guarding premises against unauthorised access or occupation or against outbreaks of disorder or against damage (door supervisors) must be licensed by the Security Industry Authority.

**Annex 2 – Conditions consistent with the operating Schedule**

None

### **Annex 3 – Conditions attached after a hearing by the licensing authority**

11. The Premises Licence will only have effect from the Friday of the second week in November in each year and shall cease no later than the Sunday of the third week in January the following year.
12. When alcohol is sold at the event the following conditions shall apply to all bars, both for the public and in hospitality areas:
  - (a) Bars will not be permitted to run price promotions, happy hours or other promotions designed to encourage excessive drinking.
  - (b) Drinks will not be sold or served in glass vessels or containers.
  - (c) Bar shall be closed no later than the event finish time.
13. No sales of Alcohol for consumption off the premises shall be knowingly intended or made.
14. The Premises Licence Holder shall use best endeavour to prevent members of the public from either bringing into or removing any alcohol from the licensed area.
15. Substantial food and non-intoxicating beverages, including drinking water, shall be available throughout the permitted hours in all parts of the premises where alcohol is sold or supplied for consumption on the premises.
16. Where alcohol is sold, the name and contact telephone number of the Designated Premises Supervisor shall be displayed in a prominent position on the premises; so that it is clearly visible.
17. There shall be no facilities provided for public dancing.
18. Membership of the Hyde Park Licensing & Safety Group shall include as a minimum; the Licensee, the event organiser (where the Licensee is not the event organiser), the Licensing Authority, Environmental Health Consultation Team, Westminster Special Events & Emergency Planning, Metropolitan Police Service, LFEPA, London Ambulance Service and Transport for London. Additional members will be invited as appropriate for each meeting.
19. Unless otherwise agreed, no later than 2 months prior to the event plans of the layout for that year will be submitted to the Hyde Park Licensing & Safety Group and any other authorities requiring them.
20. Unless otherwise agreed, no later than 28 days prior to the event the Premises Licence holder must ensure an Event Management Plan is presented to the Hyde Park Licensing & Safety Advisory Group, or their authorised representative for their comment and advice. The Event Management Plan shall include, as a minimum:
  - a) Emergency and Evacuation procedures;
  - b) Crowd management and stewarding arrangements;
  - c) A detailed plan showing site layout and emergency egress points.
21. So far as is reasonably practicable the Premises Licence Holder must ensure that the event is run in accordance with the Event Management Plan.
22. The Premises Licence Holder shall ensure that risk assessment are produced for the event each year, and these shall be made available to the Environmental Health Consultation Team no less than 28 days before the event where practicable.

23. The Premises Licence Holder must nominate one person for the event to act as safety co-ordinator, who is authorised by the Premises Licence Holder to act on his behalf to carry out all reasonable requests made by the Hyde Park Licensing & Safety Advisory Group or their authorised representative.
24. The Premises Licence Holder must provide the Hyde Park Licensing & Safety Advisory Group or their authorised representative with the particulars of the nominated safety co-ordinator.
25.
  - a, A minimum of 30 SIA licensed door supervisors shall be on duty at the premises at all times whilst it is open for business including the CCTV operators.
  - b, Of those there will always be at least 8 Door Supervisors on duty at the Bavarian Village.
  - c, This number in the Bavarian Village will be increased at a ratio of 1 Door Supervisor per 100 customers up to the maximum capacity of the premise in accordance with the schedule submitted as part of the event management plan referred to in Condition '20b'
  - d, All SIA Door Supervisors will wear High Visibility Jackets at all times they are on duty
26. A communication system must be provided to ensure the effective operation of the site under both normal and emergency evacuation conditions. The Premises Licence Holder must provide an adequate incident control centre and a rendezvous point for the Police and other emergency services.
27. The premises will install and maintain a comprehensive CCTV system that ensures all areas of the licensed premises are monitored including all entry and exit points in any light condition. That the CCTV system will be in accordance with the advice of, and to the satisfaction of, a Metropolitan Police Crime Prevention Officer. All cameras shall continually record whilst the premises are open to the public and the recordings shall be made and retained for at least thirty-one days and shall be readily available for inspection by the Police or an authorised officer from Westminster City Council.
28. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested. This is in addition to the operator of the CCTV system.
29. The following noise conditions shall apply:
  - (a) No noise shall emanate from the premises which gives rise to a nuisance
  - (b) The Residential properties and the relevant amenity group(s) in the vicinity of the Park, including the South East Bayswater Residents Association, Hyde Park Estate Residents Association and the Mayfair and St James Amenity Society and Peabody Grosvenor Estates Residents Association, will be contacted as soon as reasonably practicable (and in any event no later than 28 days) prior to the event advising them of the times of the event and any sound check or rehearsal times and giving them a telephone number to contact in the event that they have any complaints.
30. An advertised 'hotline' telephone number to the Premises Licence Holder shall be available to local residents along with the South East Bayswater Residents Association, Hyde Park Estate Residents Association and the Mayfair and St James Amenity Society and Peabody Grosvenor Estates Residents Association.

31. Details of all marquees, tented structures and temporary structures should be provided including emergency exits and signage, fire warning and fire fighting equipment.
32. All fabric, including curtains and drapes used on stage for tents and marquees, or plastic and weather sheeting, shall be inherently or durably flame retardant to the relevant British Standards. Certificates of Compliance must be available upon request by the Hyde Park Licensing & Safety Advisory Group or their authorised representative.
33. Full structural design details and calculations of all and any structures to be erected within the licensed area, must be submitted to the Westminster City Council Building Control. A certificate from a competent person or engineer that a completed structure has erected in accordance with the structural drawings and design specification must be available for inspection prior to a relevant structure being used during the licensed event.
34. Where appropriate, capacities will be set for the any temporary structures in accordance with the Technical Standards for Places of Entertainment and agreed in writing with the Environmental Health Consultation Team.
35. Any moving flown equipment must contain a device or method whereby failure in the lifting system would not allow the load to fall. All hung scenery and equipment must be provided with a minimum of two securely fixed independent suspensions such that in the event of failure of one suspension the load will be safely sustained.
36. Any special effects or mechanical installations shall be arranged and stored so as to minimise any risk to the safety of those using the premises. The following special effects will only be used on 10 days prior notice being given to the Licensing Authority where consent has not previously been given.
  - o dry ice and cryogenic fog
  - o smoke machines and fog generators
  - o pyrotechnics including fire works
  - o firearms
  - o lasers
  - o explosives and highly flammable substances
  - o real flame
  - o strobe lighting.
37. A written notice shall be given to the Environmental Health Consultation Team no later than 28 days prior to the event of any performances which include animals.
38. Flashing or particularly bright lights on or outside the premises shall not cause a nuisance to nearby properties (save insofar as they are necessary for the prevention of crime).
39. Any entertainment, performance, service, or exhibition involving nudity or sexual stimulation which would come within the definition of a sex establishment in Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Greater London Council (General Powers) Act 1986 (whether or not locally adopted), shall not be provided.
40. A sufficient number of easily identifiable, readily accessible receptacles for refuse must be provided, including provisions for concessions. Arrangements must be made for regular collection. Public areas must be kept clear of refuse and other combustible waste prior to, and so far as is reasonably practicable, during the licensed event.



41. After the event any litter remaining will be collected and removed from the site as soon as physically possible, either overnight or starting daybreak the following day if it is considered impractical to collect the litter in darkness.
42. The Premises Licence Holder must maintain a regular safety patrol at all times when the public are present in the licensed area to check for and guard against possible emergency hazards. The area underneath the stage is to be kept clear of flammable materials.
43. A schedule detailing types and locations of emergency equipment must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative as required.
44. The Premises Licence Holder must ensure that competent persons are employed to assess the electrical requirements at the event and the compatibility of the electricity supply with the equipment to be used. Appropriate safety devices (such as 30mA Residual Current Devices at Source) must be used for electrical apparatus, particularly for any electrical equipment exposed to adverse conditions or electrical equipment to be used in association with hand held devices (e.g. microphones). The competent person must make a certificate of inspection of the electrical installation available for inspection.
45. Emergency exits and entrances to the event area must be kept clear at all times and must be provided with clearly visible signage.
46. All parts of the licensed area intended to be used in the absence of adequate daylight and all essential safety signage shall be suitably illuminable. Details of the locations and level of illumination must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative.
47. Electrical generators, where used, must be:
  - (a) Suitably located clear of buildings, marquees and structures, and free from flammable materials;
  - (b) Enclosed to prevent power for the duration of the event;
  - (c) Able to provide power for the duration of the event;
  - (d) Back up electrical generators are to be provided to power essential communications, lighting and Safety systems in the event of primary generator failure, unless otherwise agreed by LSAG.
48. All spare fuel, including LPG, must be kept and stored safely in accordance with relevant Health and Safety legislation and suitable safety signage and fire fighting equipment provided.
49. Adequate medical and first aid cover and facilities appropriate to the licensed event must be provided.
50. Adequate sanitary accommodation must be provided and maintained to serve the licensed event to at least the standards contained within the 'Guide to Health, Safety and Welfare at Pop Concerts and Similar Events', or as advised by the Environmental Health Consultation Team. Suitable arrangements must be made for the collection and disposal of used hand towels, sanitary towels and other refuse from the sanitary accommodation.
51. Details of the proposed location, level of provision and means of effective maintenance and servicing of sanitary accommodation must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative if requested.

52. During the build up and break down of the events site, any activities that might cause noise to be audible outside the Park will be limited to the hours of 08:00 to 20:00 Monday to Friday, and 10:00 to 18:00 Saturday and Sunday.
53. Any generators, refrigerators or other machinery running overnight will be silenced, screened or sited so as not to be audible outside the Park.
54. There shall be a welfare point (or equivalent area) for the reporting and management of lost children. The welfare point will be staffed and trained (and appropriately certified by the Criminal Records Bureau) members of staff who will be in radio contact with the head steward and the safety co-ordinator.
55. The Premises Licence Holder will comply with all reasonable requirements of the Environmental Health Consultation Team, Westminster City Council, the London Fire and Emergency Planning Authority and the Metropolitan Police Service.
56. It will be a condition of entry to the Bavarian Village that the customer agrees to an outer clothing and bag search being carried out or refusal of entry will be given, and notices to that effect will be displayed. The management in full consultation with the DPS, Personal Licence holder operating in that area, Head of Security and the SIA Door Supervisors on duty will action as to when and whom is searched and a record of any decisions to be made. In making these decisions full consultation and advice from either the Metropolitan and /or Royal Parks police will be taken into account.
57. There will be a minimum of 3 Personal Licence Holders on site at any one time when the premises are open
58. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.

**Annex 4 – Plans**

**As attached**



**City of Westminster**  
64 Victoria Street, London, SW1E 6QP

Schedule 12  
Part B

WARD: Knightsbridge  
And Belgravia  
UPRN: 010033569534

Premises licence  
summary

Regulation 33, 34

Premises licence number:

13/06474/LIPV

**Part 1 – Premises details**

**Postal address of premises:**

Winter Wonderland  
Hyde Park  
Serpentine Road  
London  
W2 2UH

**Telephone Number:** Not supplied

**Where the licence is time limited, the dates:**

Not applicable

**Licensable activities authorised by the licence:**

Performance of Dance  
Provision of facilities for Dancing  
Exhibition of a Film  
Provision of facilities for making Music  
Performance of Live Music  
Playing of Recorded Music  
Anything of a similar description to Live Music, Recorded Music or Performance of Dance  
Performance of a Play  
Sale by Retail of Alcohol

**The times the licence authorises the carrying out of licensable activities:**

**Performance of Dance**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Provision of facilities for Dancing**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Exhibition of a Film**

Monday to Sunday: 10:00 to 22:00

**Provision of facilities for making Music**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Performance of Live Music**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Playing of Recorded Music**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Anything of a similar description to Live Music, Recorded Music or Performance of Dance**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Performance of a Play**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**Sale by Retail of Alcohol**

Monday to Sunday: 10:00 to 22:00  
Seasonal Details: Not open Christmas Day.

**The opening hours of the premises:**

Monday to Sunday: 10:00 to 22:30

**Where the licence authorises supplies of alcohol, whether these are on and/or off supplies:**

Alcohol is supplied for consumption both on and off the Premises.

**Name and (registered) address of holder of premises licence:**

PWR Events Ltd  
100 High Street  
Hampton  
TW12 2ST

**Registered number of holder, for example company number, charity number (where applicable)**

3827071

**Name of designated premises supervisor where the premises licence authorises for the supply of alcohol:**

Name: Mr James Wells

**State whether access to the premises by children is restricted or prohibited:**

Restricted

Date: 26 November 2013

Signed: pp  
Operational Director - Premises Management

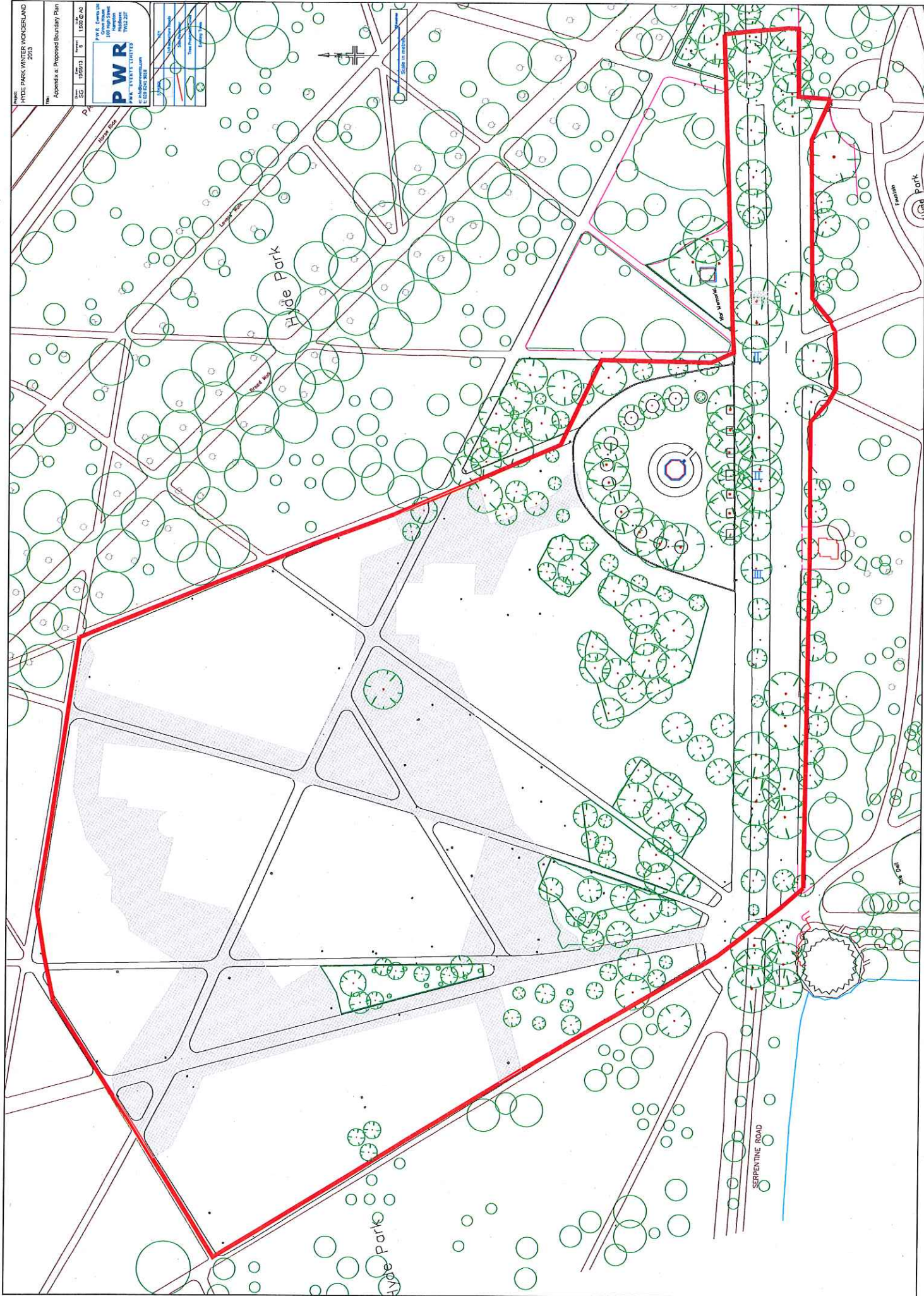
HYDE PARK WATER WOODS/ENGLAND  
2013

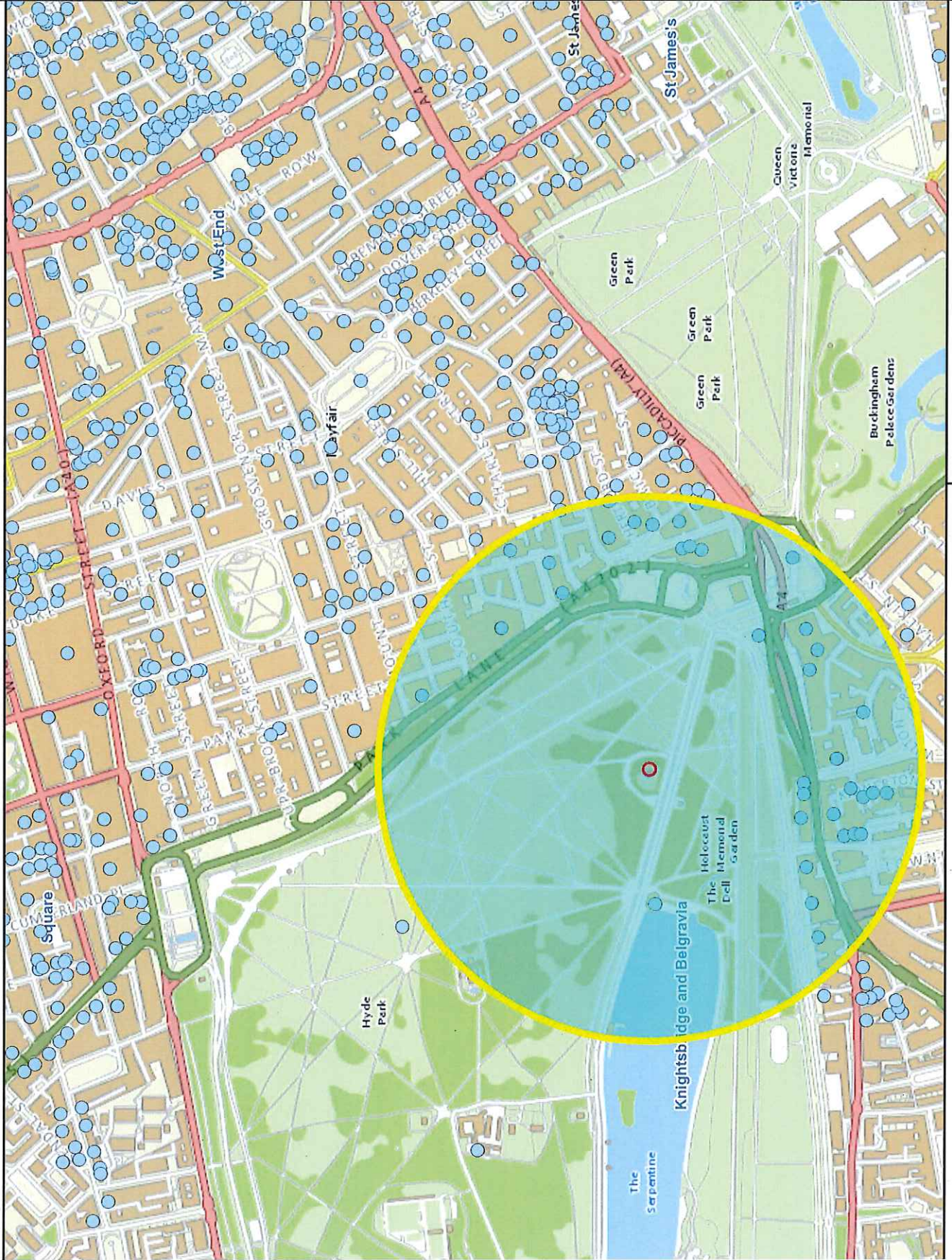
Appendix A: Proposed Boundary Plan

Scale: 1:5000  
Date: 1/2013  
Project: Hyde Park Water Woods/England

**PWR**  
PARK WATER RESOURCES  
1500 WOODS DRIVE  
WINDSOR, ONTARIO  
L9S 1V5  
TEL: (519) 875-3000  
WWW.PWR.COM

Legend:  
Proposed Boundary  
Existing Boundary  
Proposed Road  
Proposed Water Feature  
Proposed Structure  
Proposed Planting  
Proposed Fencing  
Proposed Utilities





# APPENDIX C

Residential / Proposed Residential	319
Under Construction	N/A
Other Uses	N/A
Proportion Residential of all Uses	N/A

**Premises within 75 metres of: Winter Wonderland, Hyde Park**

<b>p / n</b>	<b>Name of Premises</b>	<b>Premises Address</b>	<b>Opening Hours</b>
-3652	Marcus Wareing @ The Berkeley	40 Wilton Place London SW1X 7RL	Monday to Saturday 10:00 - 01:30 Sunday 12:00 - 00:00
-3404	Serpentine Bar And Kitchen	Ground Floor Only Hyde Park 1 Serpentine Road London W2 2UH	Monday to Saturday 10:00 - 23:30 Sunday 12:00 - 23:00
1850	The Colony Club	24 Hertford Street London W1J 7SA	Monday to Sunday 00:00 - 23:59
4502	Jays Village Store	63 Kinnerton Street London SW1X 8ED	Monday to Saturday 08:00 - 23:00 Sunday 10:00 - 22:30
12510	The Back Room	Gloucester House 148 Old Park Lane London W1K 1QY	Monday to Sunday 09:00 - 00:00
18264	Dorchester Hotel	Basement To Eighth Floor Dorchester Hotel 53 Park Lane London W1K 1QA	Monday to Sunday 00:00 - 00:00
18838	Wellington Arch	Wellington Arch Apsley Way London W1J 7JZ	Monday to Saturday 08:00 - 00:00 Sunday 10:00 - 00:00
19766	Hotel Intercontinental	Hotel Inter-Continental 1 Hamilton Place London W1J 7QY	Monday to Sunday 00:00 - 00:00
21371	The Grenadier Public House	18 Wilton Row London SW1X 7NR	Monday to Saturday 10:00 - 00:30 Sunday 12:00 - 00:00
22101	Royal Thames Yacht Club	60 Knightsbridge London SW1X 7LF	Monday to Sunday 00:00 - 00:00
23564	One Hyde Park	100 Knightsbridge London SW1X 7LJ	Monday to Sunday 00:00 - 00:00
26858	China Tang (Dorchester Hotel)	Basement Dorchester Hotel 53 Park Lane London W1K 1QA	Monday to Saturday 10:00 - 03:00 Sunday 12:00 - 01:00
27081	The Crystal Suite (Dorchester Hotel)	Ground Floor And Mezzanine Dorchester Hotel 53 Park Lane London W1K 1QA	Monday to Saturday 10:00 - 03:30 Sunday 12:00 - 03:30
29508	(Restaurant)	28-30 Knightsbridge London SW1X 7JN	Sunday 10:00 - 00:00 Monday to Saturday 10:00 - 00:30
30944	The Berkeley Hotel	Berkeley Hotel 40 Wilton Place London SW1X 7RL	Monday to Sunday 00:00 - 00:00 Monday to Sunday 07:00 - 02:30
31698	Ishbilia	9 William Street London SW1X 9HL	Monday to Saturday 10:00 - 01:30 Sunday 12:00 - 01:00
-31532	The Berkeley Hotel Restaurant	Restaurant Berkeley Hotel 40 Wilton Place London SW1X 7RL	Monday to Saturday 10:00 - 01:30 Sunday 12:00 - 00:00
-29956	Mandarin Oriental Hyde Park	66 Knightsbridge London SW1X 7LA	Monday to Sunday 00:00 - 00:00
-29744	Metropolitan Hotel	18 - 19 Old Park Lane London W1K 1QT	Sunday 09:00 - 01:00 Sundays before Bank Holidays 09:00 - 01:30 Monday to Saturday 09:00 - 03:30
-28039	Malthurst Park Lane	83 Park Lane London W1K 7HB	Monday to Sunday 00:00 - 00:00
-27328	The Dorchester	45 Park Lane London W1K 1PN	Monday to Sunday 00:00 - 00:00
-26245	Yamai Aisham	48 Knightsbridge London SW1X 7JN	Monday to Saturday 10:00 - 00:30 Sunday 12:00 - 00:00
-21529	Noura	11-12 William Street London SW1X 9HL	Friday to Saturday 08:00 - 00:00 Monday to Thursday 09:00 - 23:30 Sunday 10:00 - 22:30
-18507	Whisky Mist @ Zeta	35 Hertford Street London W1J 7SD	Monday to Sunday 10:00 - 03:30
6889	Salloos Restaurant	62-64 Kinnerton Street London SW1X 8ER	Monday to Saturday 10:00 - 00:30 Sunday 12:00 - 00:00



6035	Four Seasons Hotel London At Park Lane	Four Seasons Hotel Hamilton Place London W1J 7DR	Monday to Sunday 00:00 - 23:59
1020	Barclays	Fourth Floor To Sixth Floor 1 Stanhope Gate London W1K 1AG	Monday to Sunday 00:00 - 00:00
-3357	Park Lane Casino	Part Ground Floor, Part First Floor And Part Second Floor London Hilton 22 Park Lane London W1K 1BE	Monday to Sunday 00:00 - 00:00
-10575	Lanesborough Hotel	1 Lanesborough Place London SW1X 7TA	Sunday 10:00 - 01:00 Monday to Saturday 10:00 - 02:30 Sundays before Bank Holidays 10:00 - 03:30
-15295	La Rosa	36 Knightsbridge London SW1X 7JN	Friday to Saturday 08:00 - 00:00 Sundays before Bank Holidays 08:00 - 00:00 Monday to Thursday 08:00 - 23:30
-17833	Aramark Limited - JP Morgan Chase	1 Knightsbridge London SW1X 7LX	Monday to Sunday 00:00 - 00:00
-30928	The Wellesley Hotel	11 Knightsbridge London SW1X 7LY	Monday to Sunday 00:01 - 00:00
-13900	The University Women's Club	2 Audley Square London W1K 1DB	Monday to Saturday 11:00 - 23:30 Sunday 12:00 - 15:30 Sunday 19:00 - 23:00
-19572	Masgouf House	75 Knightsbridge London SW1X 7RB	Monday to Thursday 10:00 - 00:30 Friday to Saturday 10:00 - 01:00 Sunday 12:00 - 00:30
-29032	Knightsbridge Cafe	5-6 William Street London SW1X 9HL	Monday to Saturday 10:00 - 23:30 Sunday 12:00 - 23:00
26465	Hyde Park Corner Lodge	Hyde Park Corner Lodge Hyde Park Corner London W1J 7NT	Monday to Sunday 08:00 - 22:30
16914	Les Ambassadeurs Club	Les Ambassadeurs 5 Hamilton Place London W1J 7ED	Monday to Sunday 00:00 - 00:00
14314	Wilton Arms Public House	71 Kinnerton Street London SW1X 8ED	Monday to Saturday 10:00 - 23:30 Sunday 12:00 - 23:00
12271	London Hilton	London Hilton 22 Park Lane London W1K 1BE	Monday to Sunday 00:00 - 23:59
12774	Nag's Head Public House	53 Kinnerton Street London SW1X 8ED	Monday to Saturday 10:00 - 23:30 Sunday 12:00 - 23:00
19118	The Royal Aeronautical Society	4 Hamilton Place London W1J 7BQ	Monday to Saturday 00:00 - 00:00

WESTMINSTER CITY COUNCIL

Application for a premises licence to be granted under the Licensing Act 2003

PREMISES MANAGEMENT LICENSING SERVICE  09 JUL 2015  CITY OF WESTMINSTER
--

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

You may wish to keep a copy of the completed form for your records.

I/We PWR Events Limited

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 - Premises Details

Postal address of premises or, if none, ordnance survey map reference or description Hyde Park Winter Wonderland Serpentine Road Hyde Park			
Post town	London	Postcode	W2 2UH

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£Not Rated

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
  - i. as a limited company  please complete section (B)
  - ii. as a partnership  please complete section (B)
  - iii. as an unincorporated association or  please complete section (B)
  - iv. other (for example a statutory corporation)  please complete section (B)
- c) a recognised club  please complete section (B)

- d) a charity  please complete section (B)
- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a  
 statutory function or   
 a function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names .</b>		
I am 18 years old or over				<input type="checkbox"/>	Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name PWR Events Limited
Address Queen Anne House 15 Thames Street Hampton TW12 2EW
Registered number (where applicable) 3827071
Description of applicant (for example, partnership, company, unincorporated association etc.) The operating company for the premises
Telephone number (if any) 020 8241 9818
E-mail address (optional) info@pwrevents.com

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
0	7	08 2015

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

Set in Hyde Park this is an outdoor, free entry family event, celebrating Christmas and the festive season in a unique setting.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

35,000
--------

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment	Please tick any that apply
a) plays (if ticking yes, fill in box A)	X
b) films (if ticking yes, fill in box B)	X
c) indoor sporting events (if ticking yes, fill in box C)	<input type="checkbox"/>
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	<input type="checkbox"/>
e) live music (if ticking yes, fill in box E)	X
f) recorded music (if ticking yes, fill in box F)	X
g) performances of dance (if ticking yes, fill in box G)	X
h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	X

**Provision of late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

**A**

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) Although none are planned it is conceivable that short plays of a seasonal nature may be performed in a dedicated area which could be enclosed but may be in the open.		
Mon	10.00	22.00			
Tue	10.00	22.00			
Wed	10.00	22.00	<b>State any seasonal variations for performing plays</b> (please read guidance note 4) Not open Christmas Day		
Thur	10.00	22.00			
Fri	10.00	22.00	<b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Sat	10.00	22.00	This event will only run on agreed dates each year starting not before the Friday of the second weekend in November to no later than the Sunday of the third weekend in January		
Sun	10.00	22.00			

**B**

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	X
Mon	10.00	22.00	<b>Please give further details here</b> (please read guidance note 3) Although none are planned it is conceivable that Films of a seasonal nature may be displayed in a dedicated area which could be enclosed but may be in the open. Films would be played on some occasions using modern digital equipment for projection. It is not intended to display any films other than those which have full viewing permission for all ages.		
Tue	10.00	22.00			
Wed	10.00	22.00	<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 4) Not open Christmas Day		
Thur	10.00	22.00			
Fri	10.00	22.00	<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 5) This event will only run on agreed dates each year starting not before the Friday of the second weekend in November to no later than the Sunday of the third weekend in January		
Sat	10.00	22.00			
Sun	10.00	22.00			

C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b><u>Please give further details</u></b> (please read guidance note 3)
Day	Start	Finish	
Mon			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 4)
Tue			
Wed			
Thur			
Fri			
Sat			
Sun			



**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)					
Mon								
Tue								
Wed						<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 4)		
Thur								
Fri								
Sat						<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sun								

**E**

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	X
Day	Start	Finish			
Mon	10.00	22.00	<b>Please give further details here</b> (please read guidance note 3) Live Music will consist of groups or individual acts and may be supported at times or include music played by a band or from an individual performer as part of their act. All will be performing for limited intervals during operating times and generally from the venues with an indoor performing area such as the Bavarian Hall.		
Tue	10.00	22.00			
Wed	10.00	22.00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4) Not open Christmas Day		
Thur	10.00	22.00			
Fri	10.00	22.00	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 5) This event will only run on agreed dates each year starting not before the Friday of the second weekend in November to no later than the Sunday of the third weekend in January		
Sat	10.00	22.00			
Sun	10.00	22.00			

**F**

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	X
Mon	10.00	22.00	<b>Please give further details here</b> (please read guidance note 3) Music other than live as at 'E' is likely to be played incidental to the events and as such will not be licensable as an activity, any other that will be played will generally be background themed to the season but will include other musical entertainment in some of the venues such as the Bavarian Hall		
Tue	10.00	22.00			
Wed	10.00	22.00	<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 4) Not open Christmas Day		
Thur	10.00	22.00			
Fri	10.00	22.00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 5) This event will only run on agreed dates each year starting not before the Friday of the second weekend in November to no later than the Sunday of the third weekend in January		
Sat	10.00	22.00			
Sun	10.00	22.00			

**G**

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	10.00	22.00	<u>Please give further details here</u> (please read guidance note 3)  The most likely place for performance of dance will be in the Bavarian Hall as part of the overall entertainment given there but it may occur at other venues throughout the premises	Both	X
Tue	10.00	22.00			
Wed	10.00	22.00	<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4) Not open Christmas Day		
Thur	10.00	22.00			
Fri	10.00	22.00	<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 5) This event will only run on agreed dates each year starting not before the Friday of the second weekend in November to no later than the Sunday of the third weekend in January		
Sat	10.00	22.00			
Sun	10.00	22.00			

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing  Wandering Minstrels, Children's Entertainers, costumed characters or the like may well be employed to add to the Christmas theme and may well include performance from a dedicated area when its likely to be part of an overall entertainment		
Day	Start	Finish	<b>Will this entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon	10.00	22.00		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue	10.00	22.00	<b>Please give further details here</b> (please read guidance note 3) There is a dedicated children's area where it is most likely this will occur		
Wed	10.00	22.00			
Thur	10.00	22.00	<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 4) Not open Christmas Day		
Fri	10.00	22.00			
Sat	10.00	22.00	<b>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 5) This event will only run on agreed dates each year starting not before the Friday of the second weekend in November to no later than the Sunday of the third weekend in January		
Sun	10.00	22.00			

**I**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 3)					
Mon								
Tue								
Wed						<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 4)		
Thur								
Fri						<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sat								
Sun								

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	X
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4) Not open Christmas Day		
Mon	10.00	22.00			
Tue	10.00	22.00			
Wed	10.00	22.00			
Thur	10.00	22.00			
Fri	10.00	22.00			
Sat	10.00	22.00			
Sun	10.00	22.00			
			<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 5) This event will only run on agreed dates each year starting not before the Friday of the second weekend in November to no later than the Sunday of the third weekend in January.		

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:**

Name Joshua Finesilver	
Address Harrow	
Postcode	HA1 4TH
Personal licence number (if known) LBH-PER-N-0952	
Issuing licensing authority (if known) London Borough of Hackney	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).

NONE

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4) Not open Christmas Day
Day	Start	Finish	
Mon	10.00	22.00	<p><b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 5) This event will only run on agreed dates each year starting not before the Friday of the second weekend in November to no later than the Sunday of the third weekend in January</p>
Tue	10.00	22.00	
Wed	10.00	22.00	
Thur	10.00	22.00	
Fri	10.00	22.00	
Sat	10.00	22.00	
Sun	10.00	22.00	



**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)**

The grant of this premises licence will be subject to the current premises licence number 13/06474/LIPV being surrendered by the premises licence holder. Before this one comes into operation

The Premises Licence shall only have effect from the Friday of the second week in November in each year and shall cease no later than the Sunday of the third January the following year.

When alcohol is sold at the event the following conditions shall apply to all bars, both for the public and in hospitality areas.

(a) Bars shall not be permitted to run price promotions, happy hours or other promotions designed to encourage excessive drinking.

(b) Bars shall be closed no later than the event finish time.

Drinks shall not be sold or served in glass vessels or containers. They should also not be served in any measure greater than a pint. The exemptions to this are:

a) In designated controlled areas – such as in VIP or Hospitality areas – as pre-agreed by the Licensing Safety Advisory Group.

b) When alcohol is bought as a 'gift' in a sealed container, for the main purpose of being consumed off site.

The Premises Licence Holder shall undertake reasonable prevention methods to deter members of the public from either bringing into or removing any alcohol from the licensed area, with the exemption of alcoholic 'gifts' that are permitted to be sold in the licensed area, in a sealed container, for the express purpose of being consumed off site.

Substantial food and non-intoxicating beverages, including drinking water, shall be available throughout the permitted hours in all parts of the premises where alcohol is sold or supplied for consumption on the premises

At all locations where alcohol is sold, the name and contact telephone number of the Designated Premises Supervisor shall be displayed in a prominent position on the premises, so that it is clearly visible. The named Personal License Holder for that location will also be displayed with their contact telephone number.

There shall be a minimum of 3 Personal Licence Holders on site at any one time when the premises are open.

The total square meter area of locations where alcohol is sold at the event shall not exceed any more than 30% of the site allocation to venues and attractions. The rest of the event allocations shall be made up of 30% Attractions, 30% Ice Rink and 10% of market space. This percentage does not include the public walkways, public facilities or private event management and security areas all of which are contained within the overall boundary of the premises

A communication system must be provided to ensure the effective operation of the site under both normal and emergency evacuation conditions. The Premises Licence Holder must provide an adequate incident control centre and a rendezvous point for the Police and other emergency services.

The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster Police Licensing Team. Full details to be agreed 28 days in advance as part of the event management plan given under public safety.

All entry and exit points shall be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 31 day period.

A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested. This is in addition to the operator of the CCTV system.

The Premises Licence Holder shall comply with all reasonable requirements of the Royal Parks, Westminster Police Licensing Team, Environmental Health Consultation Team, Westminster City Council, the London Fire and Emergency Planning Authority and the Metropolitan Police Service.

#### **b) The prevention of crime and disorder**

##### **Door supervisors**

a, A minimum of 30 SIA licensed door supervisors shall be on duty at the premises at all times whilst it is open for business including the CCTV operators.

b, Of those there shall always be at least 8 Door Supervisors on duty at the Bavarian Village. (To be agreed depending on plan)

c, This number in the Bavarian Village shall be increased at a ratio of 1 Door Supervisor per 100 customers up to the maximum capacity of the premises in accordance with the schedule submitted as part of the event management plan referred to in Condition '20b'

d. All SIA Door Supervisors shall wear High Visibility Jackets at all times they are on duty with the exception of the Cash In Transit and covert security teams.

It shall be a condition of entry that the customer agrees to an outer clothing and bag search being carried out or refusal of entry will be given, and notices to that effect shall be displayed. The management in full consultation with the DPS, Personal Licence holder operating in that area, Head of Security and the SIA Door Supervisors on duty will action as to when and whom is searched and a record of any decisions to be made. In making these decisions full consultation and advice from either the Metropolitan Police will be taken into account.

#### **c) Public safety**

Membership of the Licensing Safety Advisory Group shall include as a minimum; the premises licensee, the event organiser (where the Licensee is not the event organiser), the Licensing Authority, The Royal Parks, Westminster Police Licensing Team, Environmental Health Consultation Team, Westminster Special Events & Emergency Planning, Metropolitan Police Service, LFEPA, London Ambulance Service and Transport for London. Additional members shall be invited as appropriate for each meeting.

Unless otherwise agreed, no later than 2 months prior to the event plans of the layout for that year shall be submitted to the Licensing Safety Advisory Group and any other authorities requiring them. Subject to approval of the Licensing Safety Advisory Group, the internal layout of the premises can be altered with the new proposed layout being submitted as part of the requirements under this condition and the following one.

Unless otherwise agreed, no later than 28 days prior to the event the Premises Licence

holder must ensure an Event Management Plan is presented to the Licensing Safety Advisory Group, or their authorised representative for their comment and advice. The Event Management Plan shall include, as a minimum:

- a) Emergency and Evacuation procedures;
- b) Crowd management and stewarding arrangements;
- c) A detailed plan showing site layout and emergency egress points;
- d) A detailed plan showing CCTV locations installed by the Premises License Holder;
- e) Risk Assessments
- f) A schedule detailing types and locations of emergency equipment

So far as is reasonably practicable the Premises Licence Holder must ensure that the event is run in accordance with the Event Management Plan.

Adequate medical and first aid cover and facilities appropriate to the licensed event must be provided and assessed by the Licensing Safety Advisory Group.

The Premises Licence Holder must nominate one person for the event to act as safety co-ordinator, who is authorised by the Premises Licence Holder to act on their behalf to carry out all reasonable requests made by the Licensing Safety Advisory Group or their authorised representative.

The Premises Licence Holder must provide the Licensing Safety Advisory Group or their authorised representative with the particulars of the nominated safety co-ordinator.

Details of all marquees, tented structures and temporary structures should be provided including emergency exits and signage, fire warning and fire fighting equipment.

All fabric, including curtains and drapes used on stage for tents and marquees, or plastic and weather sheeting, shall be inherently or durably flame retardant to the relevant British Standards. Certificates of Compliance must be available upon request by the Licensing Safety Advisory Group, or their authorised representative.

At locations where alcohol is served and that are fully enclosed, a maximum capacity will be set at 1450.

Full structural design details and calculations of any structures as specified by Westminster Building Control and not already subject to ADIPS to be erected within the licensed area, must be submitted to the Westminster City Council Building Control. A certificate from a competent person or engineer that a completed structure is erected in accordance with the structural drawings and design specification must be available for inspection prior to a relevant structure being used during the licensed event.

Where appropriate, capacities shall be set for the any temporary structures in accordance with the Technical Standards for places of Entertainment and agreed in writing with the Environmental Health Consultation Team.

Any moving flown equipment must contain a device or method whereby failure in the lifting system would not allow the load to fall. All hung scenery and equipment must be provided with a minimum of two securely fixed independent suspensions such that in the event of failure of one suspension the load shall be safely sustained.

Any special effects or mechanical installations shall be arranged and stored so as to minimise any risk to the safety of those using the premises. The following special effects shall only be used on 10 days prior notice being given to the Licensing Authority where consent has not previously been given.

- o dry ice and cryogenic fog
- o smoke machines and fog generators
- o pyrotechnics including fire works
- o firearms
- o lasers
- o explosives and highly flammable substances

- o real flame
- o strobe lighting.

A written notice shall be given to the Environmental Health Consultation Team no later than 28 days prior the event of any performances which include animals.

Flashing or particularly bright lights on or outside the premises shall not cause a nuisance to nearby properties (save insofar as they are necessary for the prevention of crime).

The Premises Licence Holder must maintain a regular safety patrol at all times when the public are present in the licensed area to check for and guard against possible emergency hazards. The area underneath any stage and fixed seating areas is to be kept clear of flammable materials.

The Premises Licence Holder must ensure that competent persons are employed to assess the electrical requirements at the event and the compatibility of the electricity supply with the equipment to be used. Appropriate safety devices (such as 30mA Residual Current Devices at Source) must be used for electrical apparatus, particularly for any electrical equipment exposed to adverse conditions or electrical equipment to be used in association with hand held devices (e.g. microphones). The competent person must make a certificate of inspection of the electrical installation available for inspection.

Emergency exits and entrances to the event area must be kept clear at all times and must be provided with clearly visible signage All parts of the licensed area intended to be used in the absence of adequate daylight and all essential safety signage shall be suitably illuminable.

Details of the locations and level of illumination must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative. Electrical generators, where used, must be:

- (a) Suitably located clear of buildings, marquees and structures, and free from flammable materials;
- (b) Enclosed to prevent power for the duration of the event;
- (c) Able to provide power for the duration of the event;
- (d) Back up electrical generators are to be provided to power essential communications, lighting and Safety systems in the event of primary generator failure, unless otherwise agreed by LSAG.

All spare fuel, including LPG, must be kept and stored safely in accordance with relevant Health and Safety legislation and suitable safety signage and fire fighting equipment provided.

d) The prevention of public nuisance

The following noise conditions shall apply:

- (a) No noise shall emanate from the premises which gives rise to a nuisance
- (b) The local residents and the relevant amenity group(s) in the vicinity of the Park, including the South East Bayswater Residents Association, Hyde Park Estate Residents Association and the Mayfair and St James Amenity Society and Peabody Grosvenor Estates Residents Association, shall be contacted as soon as reasonably practicable (and in any event no later than 28 days) prior to the event advising them of the times of the event and any sound check or rehearsal times and giving them a telephone number to contact in the event that they have any complaints.

During the build up and break down of the events site, any activities that might cause noise to be audible outside the Park shall be limited to the hours of 08:00 to 20:00 Monday to Friday, and 10:00 to 18:00 Saturday and Sunday. Any generators, refrigerators or other machinery running overnight shall be silenced, screened or sited so as not to be audible outside the Park.

There shall be no striptease or nudity, and all persons shall be decently attired at all times, except when the premises are operating under the authority of a Sexual Entertainment Venue licence.

A sufficient number of easily identifiable, readily accessible receptacles for refuse must be provided, including provisions for concessions. Arrangements must be made for regular collection. Public areas must be kept clear of refuse and other combustible waste prior to, and so far as is reasonably practicable, during the licensed event.

After the event any litter remaining shall be collected and removed from the site as soon as physically possible, either overnight or starting daybreak the following day if it is considered impractical to collect the litter in darkness.

Adequate sanitary accommodation must be provided and maintained to serve the licensed event to at least the standards contained within the 'Guide to Health, Safety and Welfare at Pop Concerts and Similar Events', or as advised by the Environmental Health Consultation Team. Suitable arrangements must be made for the collection and disposal of used hand towels, sanitary towels and other refuse from the sanitary accommodation.

Details of the proposed location, level of provision and means of effective maintenance and servicing of sanitary accommodation must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative if requested.

e) The protection of children from harm

There shall be a welfare point (or equivalent area) for the reporting and management of lost children. The welfare point shall be staffed and trained (and appropriately certified by the Disclosure Barring Service) members of staff who will be in radio contact with the head steward and the safety co-ordinator.

The premises will operate a "Challenge 25" policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. The only forms of ID that will be accepted are passports, driving licences with a photograph or proof of age cards bearing the 'PASS' mark hologram. Suitable and sufficient signage advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.

All staff members engaged, or to be engaged, in selling or delivery of alcohol on or from the premises shall receive the training in age-restricted sales as detailed in Section 5 of the Premises Licence Proposal which is submitted with and is a supplement to this application:

All training records shall be made available to Police, officers of the licensing authority and Weights and Measures upon request.

The premises shall at all times maintain and operate an age-restricted sales refusals recording system (either in book or electronic form) which shall be reviewed by the Designated Premises Supervisor at intervals not to exceed 4 weeks and feedback given to staff as relevant. This refusals recording system shall be available upon request to police, Licensing Authority staff and Weights and Measures.

**Checklist:**


**Please tick to indicate agreement**

- I have made or enclosed payment of the fee. X
- I have enclosed the plan of the premises. X
- I have sent copies of this application and the plan to responsible authorities and others where applicable. X
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. X
- I understand that I must now advertise my application. X
- I understand that if I do not comply with the above requirements my application will be rejected. X

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**

**Part 4 – Signatures** (please read guidance note 10)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (see guidance note 11).  
**If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	08/07/15
Capacity	Licensing Consultant

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

Doug Simmonds FBII, Tp.  
Licensing Consultant  
Doug Simmonds Ltd  
13 Roman Road

Post town	<b>Southwick</b>	Postcode	<b>BN42 4TP</b>
Telephone number (if any)	01273 597 125		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) info@dougsimmonds.co.uk			



## Premises License Proposal

Drafted By:	Suzy Griffiths
Date:	29 <sup>th</sup> June 2015



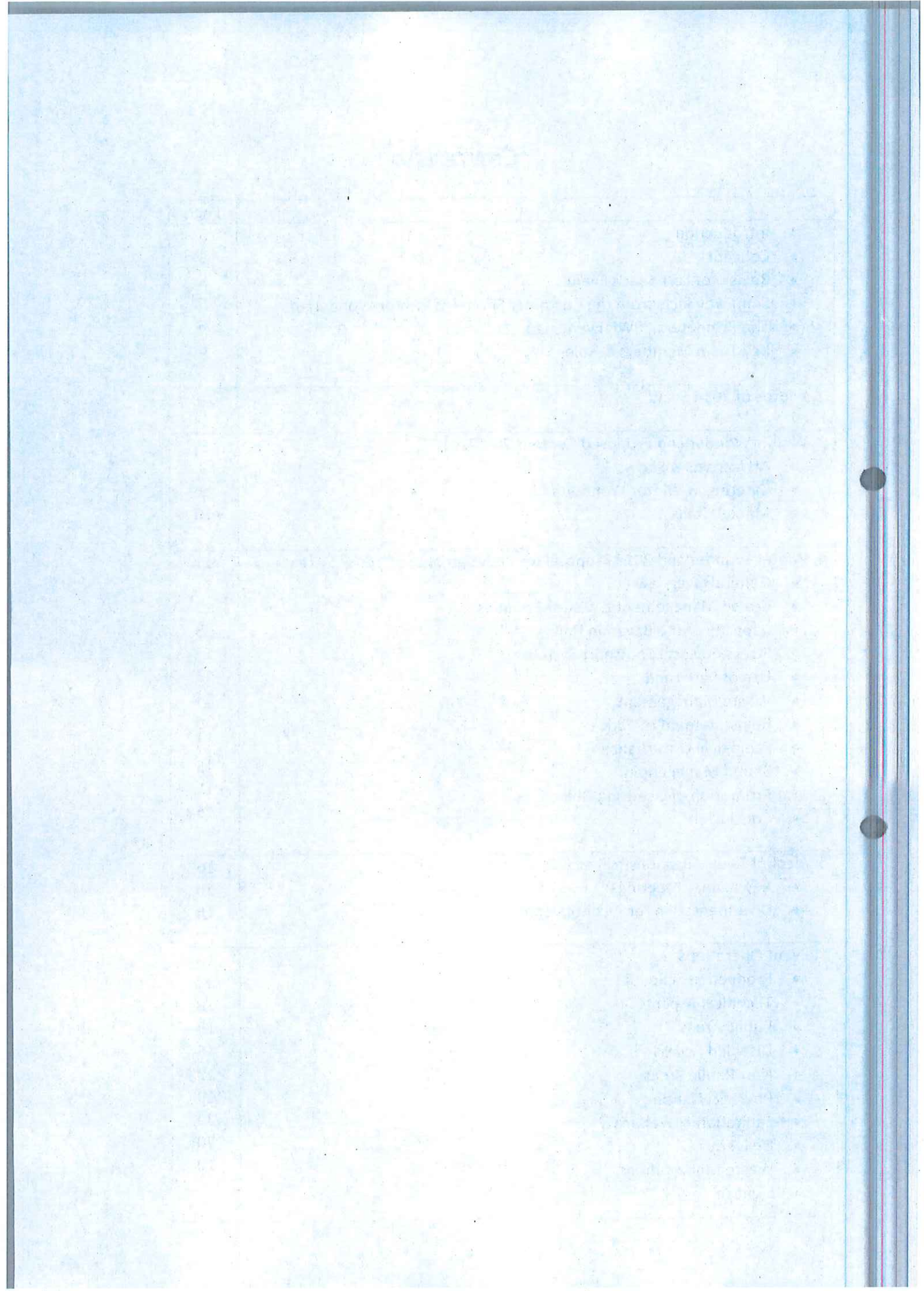
## Premises License Proposal

Prepared by:	2014/2015
Date:	2014/2015



## **CONTENTS**

	Page
1. Introduction	5
• Concept	5
• Review of Last Year's Event	5
• Some key facts from the Customer Survey of Winter Wonderland	5
• The Promoters - PWR Events Ltd.	6
• Key Team Members & Roles	6
2. Photos of 2014 Event	7-8
3. Winter Wonderland Proposed Content 2015-2016	9
• Attractions & Shows	9
• Catering at Winter Wonderland	9
• Market Stalls	10
4. Winter Wonderland 2015 Proposal for Redesign of the Licensed Area	11
• General Overview	11
• Crowd Management & Visitor Facilities	12
• Capacity of the Bavarian Hall	13
• Stress on Local Transport Systems	13
• Use of Park Land	13
• Waste Management	14
• Reinstatement of Park	14
• Ecological Disturbance	14
• Sound Management	15
• Promotion of Licensing Objectives	15
• Conclusion	15
5. Alcohol Sales – Responsibilities & Procedures	16
• Key Agency Meetings	16
• Documentation for Alcohol Vendors	16
6. Event Operations	18
• Production Schedule	18
• Technical Aspects	18
• Public Areas	18
• Disabled Access	18
• Non-Public Areas	19
• Power & Lighting	19
• Sanitation & Welfare	20
• Deliveries	20
• Waste Management	20
• Signage	20



<ul style="list-style-type: none"> <li>• Cash, Tokens &amp; Tickets</li> <li>• Staff Passes</li> <li>• Security</li> </ul>	21 22 22
<b>7.1 Health &amp; Safety</b> <ul style="list-style-type: none"> <li>• Communication Strategy for Health &amp; Safety Procedures to Site Users</li> <li>• Health &amp; Safety Flow Chart</li> <li>• Health &amp; Safety Flow Chart Explained</li> </ul>	23 24 25 26
<b>7.2 Health &amp; Safety Management – The Day to Day Running</b> <ul style="list-style-type: none"> <li>• Daily Risk Assessing</li> <li>• Reporting of Incidents &amp; Near Misses</li> <li>• Security &amp; Stewarding</li> <li>• Crowd Dynamics</li> <li>• CCTV</li> <li>• First Aid Facilities</li> <li>• Restriction of Vehicle Movements</li> </ul>	30 30 30 31 31 31 32 32
<b>7.3 Health &amp; Safety Documentation to Support our Procedures</b> <ul style="list-style-type: none"> <li>• Risk Assessments</li> </ul>	33 33
<b>7.4 Emergency Plans &amp; Procedures</b> <ul style="list-style-type: none"> <li>• Event Plan</li> <li>• LSAG Meetings</li> <li>• Desk Top Exercises</li> </ul>	33 33 34 35
<b>8. Day to Day Incidents &amp; Procedures</b> <ul style="list-style-type: none"> <li>• Opening &amp; Closing Procedures</li> <li>• Operation Wide Awake</li> <li>• Lost Property Procedure</li> <li>• Lost Children Procedure</li> <li>• Complaints Procedure</li> </ul>	36 36 37 37 37 38
<b>9. Sustainability, Environment &amp; Ecology</b> <ul style="list-style-type: none"> <li>• Sustainability</li> <li>• The Environment</li> <li>• Protection of the Park Fabric &amp; Fittings</li> <li>• Tree Survey - Tree &amp; Hedge Protection</li> <li>• Lighting Control Plan</li> <li>• Sound Control Plan</li> <li>• Recycling</li> <li>• Stakeholders and Park Users</li> <li>• Green Travel Plan</li> <li>• Green Initiatives for Winter Wonderland</li> </ul>	39 39 39 40 41 41 42 42 43 43 44
Appendix a: Agreed Boundary Plan Appendix b: Proposed Event Plan Including Emergency Exits	

Proposed Alcohol Vendors - Structure Plans & Photos:

Appendix c: Market Cafes & Bar inc. Jagerwald Bar

Appendix d: Bavarian Village & Hall

Appendix e: House of St. Nicolas

Appendix f: Carousel Bar

Appendix g: Star Tavern & Village Square

Appendix h: The Fire Pit Bar

Appendix i: The Mirror Bar

Appendix j: Bar Ice

Appendix k: The Arctic Lodge

Appendix l: Etagen Cafe

Appendix m: The Pyramid Bar

Appendix n: The Feuerzangenbowle Bar

Appendix o: Circus Circus Bar

Appendix p: Santa's Pub

Appendix q: Bratwurst Restaurant

Appendix r: Zippos Circus

Appendix s: Current License

## 1. Introduction

---

### **Concept**

---

'Meet with family, friends or colleagues in Hyde Park this Christmas and celebrate at London's Winter Wonderland'. *An outdoor, free entry family event, celebrating Christmas and the festive season in a unique setting.*

### **Review of Last Year's Event**

---

Last year was the 8th annual Winter Wonderland event at Hyde Park. The event operated for 6 weeks from 21<sup>st</sup> November 2014 – 4<sup>th</sup> January 2015, 10am - 10pm every day (except Christmas Day). A temporary plastic road-way was laid to create a circular loop around the event.

The estimated number of visitors to the 'free to enter' event over the 45 day period was 3,900,000. At some of the busiest times the audience attendance was between 30,000 to 35,000.

The event attracts a range of different types of visitors, including families, friend groups and couples. The event has nationwide appeal as well as a large presence of overseas visitors.

Considering the quantities of people attending the event over the 6 weeks, there were relatively few issues reported by the Police or Local Residents. A good relationship has been established with the event organisers and local emergency services and authorities and all issues were deemed to be dealt with in an acceptable manner.

### **Some Key Facts from the Customer Survey of Winter Wonderland**

---

- 92% of respondents said their experience of Winter Wonderland was either good, very good or fantastic.
- 92% said their pre-visit experience of Winter Wonderland was good or excellent (re: availability of information, ticket purchase, travel etc.).
- 82% answered that their main reason for coming to Winter Wonderland was the festive atmosphere in general.
- 78% of visitors travelled to the event by public transport or foot.
- 53% of visitors are returning customers.

### ***The Promoters – PWR Events Ltd.***

---

Over the years, PWR Events have worked with a long list of prestigious and high profile clients including Historic Royal Palaces, The Royal Parks, The Corporation of London, Kew Gardens and the Royal Naval College in Greenwich. It has been our ambition at each of these venues to create, promote and successfully deliver outdoor events to the highest possible standard. We have managing Winter Wonderland at Hyde Park since its launch in 2007.

We believe that it is our continuing strive for excellence, combined with our sympathetic considerations for all park users and visitors, which makes Winter Wonderland such a world-class, stand-out event for all.

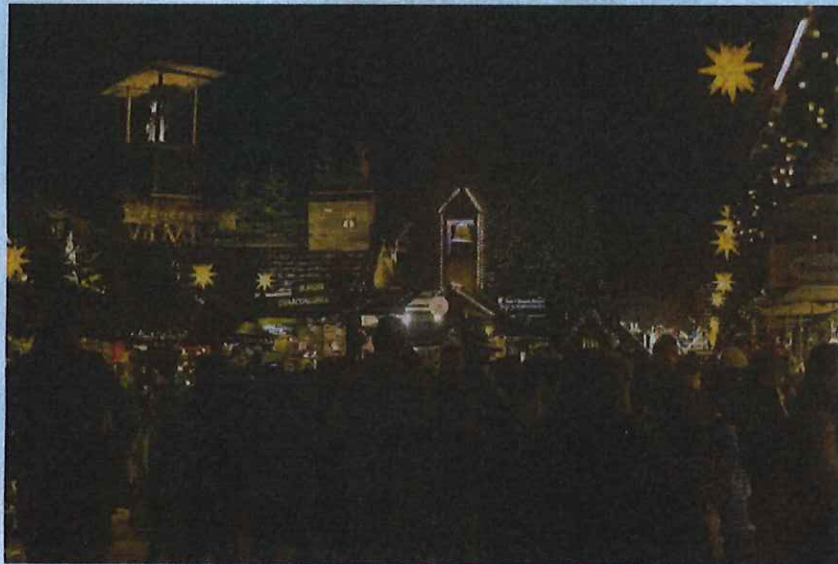
### ***Key Team Members & Roles r.e. Licensing Issues***

---

<b>Name</b>	<b>Title</b>	
Josh Finesilver	Event Producer & Site Manager for Winter Wonderland	Designated Premises License Supervisor. Day to day management of event.
Suzy Griffiths	Head of Events	Overall event management

2. Photos of 2014 Event

---







### **3. Winter Wonderland Proposed Content 2015-2016**

---

#### ***Attractions & Shows***

---

The main draw for people visiting Winter Wonderland is the large number of fairground style attractions, activities and shows that will be available every day throughout the event. They include but are not limited to:

- Outdoor Ice rink 47m x 36m – capacity of up to 550 skaters per hour. As per last year we are utilising the Bandstand as a centerpiece with the ice rink surrounding this. An 'acoustic' band will perform on the bandstand.
- Christmas marketplace – Over 100 chalets selling festive goods that will appeal to all ages
- A giant wheel offering views across the park and London
- Traditional Victorian funfair area
- Rollercoasters and a variety of high thrill rides
- Ice Sculpture Exhibition and Ice Bar
- Mirror mazes
- Children's circus show and evening Cirque Berserk performances
- Santa Land with small children's attractions
- Free to enter Father Christmas will appear throughout the day
- Ride prices start from £2

#### ***Catering at Winter Wonderland***

---

Catering at Winter Wonderland ranges from full sit-down meals to convenience offerings such as sausages, burgers, waffles and crepes. A dedicated Catering Manager ensures that daily spot checks are made on catering units to ensure consistency, quality and outstanding customer service.

There are a number of venues at Winter Wonderland that will be selling alcohol. Please see attached appendices for a breakdown of premises wishing to sell alcohol. They include:

- The Bavarian Village
- The House of St. Nicholas
- The Carousel Bar
- The Fire Pit & Mirror Bar
- Bratwurst Restaurant
- The Ice Bar
- The Arctic Lodge
- The Etagen Cafe

Please see *Section 5. Alcohol Sales – Responsibilities & Procedures*, as well as the attached appendices for more information on all of the bars.

### ***Market Stalls***

---

There will be over 100 stalls at Winter Wonderland, all designed in an authentic wooden chalet style. They will sell a mixture of goods such as Christmas gift ideas and handcrafted items, as well as selling a variety of food and drink offerings.

Some of the stalls would also sell alcohol, including traditional mulled wine and hot cider.

Please see *Section 5. Alcohol Sales – Responsibilities & Procedures*, as well as the attached appendices for more information on all of the bars.

#### **4. Winter Wonderland 2015 Proposal for Redesign of Licensed Area**

---

##### **General Overview**

---

Since its inception, Winter Wonderland has evolved and responded to the ever-changing challenges that have arisen over the last 8 years. In order to continually improve, as well as to address the issues raised by the License Safety Advisory Group (LSAG), The Royal Parks and its stakeholders, we would like to propose some further changes to the design.

We believe that the redesign will achieve a vastly better visitor attraction, with increased visitor flow areas, whilst at the same time reducing the impact on ecologically sensitive areas as well as on regular Park users.

In short, the proposal is:

- To completely remove Serpentine Road from the footprint of the event.
- To move the site north into the Parade Ground using grassland that has little or no impact on the Park users. The redesign will be pushing the north border of the event into the grassed areas. It will remain within the existing footprint of other events held in Hyde Park during the summer months.
- To concentrate our two main entrances at the north and south ends of Wide Path, thus allowing for a large queuing area that would not overspill onto the rest of the Park.
- To reduce the size of the Bavarian Hall by 50%

Please see *Appendix b* for a plan of the new proposed layout.

By moving into the north of the Park and removing Serpentine Rd, the focus of the main entrance will be shifted from the South Carriage Drive and into the Parade Ground, significantly reducing the impact on regular Park users, cyclists, horse riders and rollerbladers in this area.

The new configuration will also allow PWR Events to design a pathway that is not restrained by existing park infrastructure such as kerbs or lampposts. This will allow more flexibility when designing the site, enabling an increase in pedestrian walkways and amenities such as toilets and baby changing facilities.

Our priority for the new layout is to ensure the safety and comfort of visitors to the event, to minimize the effect of the event on the Park and its users, and to provide a sustainable layout for the future of the event.

Thus ensuring that the four licensing objectives are promoted, namely the prevention of crime and disorder, the promoting of public safety, the prevention of public nuisance and protection of children from harm.

Following on from the success of the 2014 event and listening to feedback from our key stakeholders, we have been able to ascertain where best to implement changes. As such, we believe that the following issues will all be vastly improved with the introduction of the new layout:

- Crowd Management & Visitor Facilities
- Capacity of The Bavarian Hall
- Stress on local transport systems
- Use of park land
- Waste Management
- Reinstatement of Park
- Ecological Disturbance
- Sound Management
- Promotion of Licensing Objectives

### ***Crowd Management & Visitor Facilities***

By removing Serpentine Road completely from the event layout, there will no longer be a build-up of queuing or pedestrian congregation at the end of Serpentine Road where it meets Broad Walk – an area that has in the past been congested due to the number of people, cyclists and traffic on South Carriage Drive.

This means that on busy days the queue lanes to gain entry into Winter Wonderland will be much farther away from Hyde Park Corner station, the travel distance naturally thinning out the crowds and allowing for them to queue without any conflict with other Park users.

Furthermore, the layout of the event is designed as a path that leads the visitor around the attractions. Over the years as Winter Wonderland has become more popular, it is apparent that areas for the customers to rest are required. These areas were worked into the design as 'plazas' or "visitor reservoirs".

In previous years, the visitor reservoir areas worked very well, creating a much more comfortable and user friendly event for the visitor. The proposed redesign of the site for 2015 means that visitor circulation space and reservoir areas will be significantly increased. In fact, it is predicted that we will be able to increase our visitor circulation space by 54% from Winter Wonderland 2014.

Also, many of the main routes around the site have been significantly widened. This year there will be a minimum width of 10m on each temporary road, although it is likely that many of the main roads will be even wider.

The reconfiguration of the site layout will also allow for an increase in visitor facilities such as toilet blocks and baby changing facilities. Based on our current proposal, we would aim to increase these facilities by up to 75% for the 2015 event.

### ***Capacity of The Bavarian Hall***

---

After some productive debrief meetings with the LSAG and Westminster Licensing Team, it was agreed by all that the capacity of the Hall within the Bavarian Village was too large, and was in danger of over-shadowing the ethos of the event.

Although the outdoor area that makes up the Bavarian Village will remain very similar in size, it was decided that the size and capacity of the Hall will be reduced by 50%. This means that the capacity of the Hall will drop from 2,900 to 1,450 when full. These figures will be documented by dedicated clicker counters on each of the doors of the Hall and the numbers will be reported back to the main Winter Wonderland Joint Control Room at agreed intervals.

Furthermore, it will no longer be possible to sell alcohol in anything larger than a 1 pint measure, i.e. steins will no longer be permitted to be sold at Winter Wonderland.

### ***Stress on Local Transport Systems***

---

As per previous years, Winter Wonderland will continue to have strong communication links with the local transport hubs. This is also supported by the presence of a Winter Wonderland representative within the control room of Hyde Park Corner Tube Station during the peak open periods.

However, with the reconfiguration of the plan, it is likely that the number of visitors arriving via the North end of the site will continue to increase, whereas the number of visitors arriving via Hyde Park Corner will decrease. This will allow for a more distributed pedestrian spread around all of the neighboring tube stations including Marble Arch, Bond Street, Paddington, Oxford Street, Green Park, Knightsbridge and Victoria – thus reducing congestion at Hyde Park Corner tube station.

The extra space along Serpentine Road will also help to thin out the access and egress for the event. This will have an impact on both local bus stops as well as vehicular traffic on South Carriage Drive, which has been affected by heavy footfall across the zebra crossing in previous years.

Another new addition to 2015 is the increased amount of CCTV cameras outside of the event at Hyde Park Corner. This will allow the Joint Control Room of Winter Wonderland to make informed decisions on queue management before the visitors arrive, as well as encouraging visitors to leave by other exits should Hyde Park Corner become too congested.

### ***Use of Park Land***

---

PWR Events recognise that Winter Wonderland needs to address the requirements of regular Park users. By moving the Winter Wonderland visitors away from Broad Walk, this will create less conflict between visitors, cyclists, pedestrians and normal Park users. We will also be creating more of a central entrance at the Marble Arch area of WW so as to avoid any impact on the horse riders, cyclists, rollerbladers, dog walkers and general Park users.

As Serpentine Road will no longer be part of the event, regular park users will be able to maintain pedestrian access along this road at all times – including build up and breakdown. This means that

anyone using the Park who does not want to go inside the event, does not have to circumnavigate Winter Wonderland via poorly lit thoroughfares.

This also means that the Royal Parks toilets along Serpentine Road will remain open, whereas in previous years these have had to shut during build up and breakdown.

### ***Waste Management***

---

As per previous years, Winter Wonderland will continue to work closely with the Royal Parks waste removal team – OCS.

Not only will OCS undertake thorough waste removal runs around the event and its perimeter, but PWR Events have also instructed them to extend their litter-picking routes to neighboring roads around Marble Arch and Hyde Park Corner.

The new layout will also make it easier for event stewards and security guards to manage the entrances and exits to the event, where visitors will be encouraged to dispose of their litter before they leave.

There will also be an enforced disposal of any alcoholic drinks as people leave the event, which dramatically reduces the amount of cups and plastic glasses being irresponsibly discarded.

### ***Reinstatement of Park***

---

In previous years, the reinstatement of Serpentine Road has always taken the longest period of time due to its small areas of turf in between trees etc.

By moving the event from Serpentine Road and onto an area which is easier to re-turf, the Royal Parks feel confident that their contractors are able to finish reinstatement (paid for in full by PWR Events) in a much more swift and efficient way.

### ***Ecological Disturbance***

---

PWR Events have for many years commissioned an on-going ecology survey in and around the event, and any advice given has been acted upon. For example, we have previously moved the Giant Wheel away from the Serpentine Lake on advice of the ecology consultants, in order to minimize the light pollution on the wildfowl in this area.

The new proposed layout will continue to improve upon these findings and move the site further still from areas of high tree density. Most notably, the event site and any possible light spill from it, is a considerable distance away from the trees where bat roosting is likely.

The proposed extended area does not have any impact on any ecologically sensitive areas.

### ***Sound Management***

---

Although Winter Wonderland does not have any large stages or noise related issues similar to concerts, we at PWR Events are always hoping to minimise any background/environmental noise that may emanate from the event.

It is important to note that although the site has extended further to the north, all of the high-octane rides which produce noise will remain in the same place as last year and so should not have any new impact on noise spill. In fact, the north end of the site will predominantly be filled with 'quiet' attractions such as The Giant Wheel, The Christmas Markets and Santa Land (a children's area).

With regards to noise spillage from the live acts at the event, PWR Events will continue to work alongside sound monitoring experts to ensure that this noise doesn't impact upon the local residents.

As noted above, one of the main areas that has previously caused noise related issues – The Bavarian Hall - has been reduced by 50% in 2015.

### ***Promotion of Licensing Objectives***

---

PWR Events will continue to work closely with the Westminster City Licensing Team, Metropolitan Police and other responsible authorities, both inside and around the perimeter of the event. We will also hold regular meetings with the Licensing Team of the Metropolitan Police, continually striving to improve upon each of the four main licensing objectives as detailed above. Furthermore, a representative from the Metropolitan Police is based in the Joint Control Room of the event during busy periods.

In addition to this, PWR Events will be contracting nearly x350 security guards and stewards at peak times during the event – some of which will be in plain clothes in order to support any Police reconnaissance.

As previously stated, all regular park users will be able to continue to use Serpentine Road at all times, providing a well-lit route through the park without the need to use darker paths around the outside of the event.

Finally, PWR Events will be considerably increasing the number of CCTV cameras inside the event, at each premises serving alcohol, as well as externally to the event.

### ***Conclusion***

---

We are confident that these changes to the layout will be an improvement to the site for the many reasons discussed. Namely reducing the impact on the regular Park user and the ecology, whilst improving upon safety and the visitor experience.

## **5. Alcohol Sales – Responsibilities & Procedures**

---

As the popularity of Winter Wonderland grows, it has become evident that it is not just the layout of the event that needs constant monitoring, but also the basic procedures and communication tools that we use in order to make the event a fun yet responsible venue for all who attend.

As such we have been working very closely with the LSAG and Westminster Licensing Teams to ensure that all parties are satisfied with the alcohol offering at the event.

### ***Key Agency Meetings***

---

For Winter Wonderland 2015 we will be attending bi-monthly meetings with the Royal Parks that will give all stakeholders and external agencies an opportunity to feed in any concerns or opinions they may have.

Some of these meetings may include the Key LSAG members (representatives from Westminster Council, Metropolitan Police and London Fire Brigade) while other Sub-Licensing Committee meetings will be focused particularly on the sale of alcohol.

### ***Documentation for Alcohol Vendors***

---

Before permission to trade is granted to any alcohol vendors on site, they will all be sent a full pack of rules and guidelines detailing their responsibilities as traders at the event. Only once they have completed the full pack of forms satisfactorily will they be allowed trade. (A copy of the Catering Information Pack is available on request.)

Most importantly, all traders will be given a copy of the following Winter Wonderland Responsible Alcohol Policy:

Winter Wonderland should be an enjoyable experience for both visitors and staff. In line with licensing legislation and as alcohol is being served and sold on site **all cafe staff and caterers are required to fully comply with the following Responsible Alcohol Policy.**

Please ensure that this policy is explained and a copy given to all staff working at your bar or catering outlet. A copy of this policy is to also be prominently displayed behind the bar for staff reference.

#### **Please note the following points:**

- It is a criminal offence to sell any alcohol to children under the age of 18.
- Winter Wonderland operates a '**Challenge 25**' scheme – this means that if the individual looks 25 or under, staff are obligated to ask for I.D. to prove that the individual is over 18. The only acceptable forms of identification are recognised photographic identification cards, such as a driving license, passport or proof of age card with the PASS Hologram.
- PWR Events Ltd will be conducting frequent testing with people that appear under the age of 25. If these test purchasers are served alcohol without their ID being checked, PWR will be entitled to halt



your trading with immediate effect. Additionally, you may be fined £10,000 in accordance to your contract.

- It is a criminal offence to knowingly sell or serve alcohol to a person who is drunk or who appears to be drunk.
- It is a criminal offence to sell or serve alcohol to the companion of a person who is drunk for the drunken person's consumption.
- It is a licensing condition that all venues serving alcohol will be able to serve free drinking water.

**Please note the following Winter Wonderland policies:**

- You must not serve drinks in glass or glass bottles.
- You must not run price promotions or "Happy Hours".
- It is forbidden to sell alcohol for consumption off site.
- Winter Wonderland does not tolerate drunk and disorderly behaviour
- Winter Wonderland does not tolerate rude or abusive behaviour
- All bars/caterers have the right to refuse to serve alcohol at their own discretion
- You must serve the drinks in accordance with the UK weights and measures
- Please ensure that the ABV of all drinks being served is clearly displayed
- Please ensure that the size of the measures being sold is clearly displayed
- Please ensure that the correct measure is served. Either measuring the volume before pouring into a glass or that the correct measure is displayed on the glass for service
- Please ensure that all prices are clearly displayed
- A full training schedule for staff will need to be readily available for inspection, including briefing sign-in sheets regarding all licensing conditions and the law.
- **All service of alcohol must stop immediately at 10pm each night. On busy evenings you may be asked to stop selling earlier.**

**Please note the following actions that you should take:**

- Should you witness drunk or disorderly behaviour please contact the nearest security guard or a member of the Site Management Team and we will ensure that a suitable response is actioned
- Should you or your staff be subjected to rude or abusive behaviour or you need any support implementing this policy regarding serving alcohol please contact the nearest security guard or the Site Management Team and we will ensure that a suitable response is actioned
- Should you feel a visitor is suffering from the effects of alcohol or dehydration, please remind them of the benefits of drinking water
- Please familiarise yourself and your staff with the location of the First Aid facility on site

## **6. Event Operations**

---

### ***Production Schedule***

---

The build and take down dates of the event will be agreed in advance by the Royal Parks and the LSAG group.

It is understood that due to the very special nature of the setting and its surrounding environment, the protection of park is paramount and that aspects of the build, de-rig and running of the event will be affected accordingly. Extra time and costs will be factored into the event to maintain the environment. These include tree protection zones delineated by specialist fencing to ensure the protection of flora and fauna.

### ***Technical Aspects***

---

During build up and breakdown a Production Manager will always be on site. They will be replaced by a Site Manager during operational times.

The site will have a permanent Security and Medical presence.

Traffic management will be present throughout construction and dismantling.

### ***Public Areas***

---

The public have free access throughout the event, and pay only to use the individual attractions.

As per previous years, a plastic road will be built to supplement the permanent walkways of the park. This floor covering is suitable for both vehicle and pedestrian traffic.

Other pedestrian pathways will be laid with plastic 'Gridmat' floor covering that is only suitable for pedestrian traffic.

Cabling across public areas will be kept to a minimum. Any cabling will be set in cable ramps or ducts.

With the introduction of the 2015 new layout, it is anticipated that we will be able to increase the amount of pedestrian walkway space by up to 54%, allowing for better visitor circulation at the event.

### ***Disabled Access***

---

Wheelchair access will be in place throughout the site with priority access for wheelchair users in the fast-track lanes. There are concessions for guests that are registered disabled whereby

they are offered a ticket for a carer/companion and dedicated parking for mobility impaired spectators is offered on a first-come-first-served basis. Lanes have been widened to ensure comfortable access for wheelchair users or those with mobility impairment.

### ***Non Public Areas***

---

Non public areas will be barriered off using 6ft Heras fencing, hoarding, wooden fencing or steel shield. Aluminium trackway will be used in some back of house areas to protect the ground from vehicle damage.

Non Public areas include:

- Plant areas (generators / chillers / freezers)
- LPG storage
- Storage areas
- Waste areas
- Protected tree areas

All Plant areas will be padlocked shut and the relevant Hazchem signage in place. Only authorized staff will be allowed into the compounds.

All gas bottles will be kept in a secured compound separately from anything else.

### ***Power & Lighting***

---

The temporary electrical supply and distribution to the event will be provided by a competent contractor – Power Logistics. They will use ‘super-hush’ diesel generators which will be configured in such a way that if one fails, the load will be taken by a back-up system.

A completion certificate shall be provided by the electrical contractor indicating that the system has been properly assembled and is safe for normal use.

Some temporary site lighting will be installed along the Wide Path to provide adequate illumination to and from the event after dark. Additional lighting configurations will be in areas identified from debriefs that suffered from low lighting as a health and safety and crime prevention method.

A competent site electrician from Power Logistics shall remain at the event site 24 hours a day to respond to any electrical issues that may arise.

Fuel deliveries will be organized only during the out-of-hours times and will be overseen by the Technical Manager.

All generators will have a spill kit attached.

### ***Sanitation & Welfare***

---

Temporary toilets will be added to the existing toilets already at Hyde Park. For 2015 we propose to further increase the number of toilets from previous years in order to cater for the increase in visitor numbers by up to 75%.

Disabled and baby changing facilities will be included in some of these locations.

The toilets will be overseen by toilet cleaners will be on duty throughout opening hours. A temporary office and equipment storage will be placed next to the toilets for the contractor's sole use.

Separate staff toilets will also be available.

### ***Deliveries***

---

Deliveries will only be allowed out of hours of the event. All deliveries will be coordinated and cleared through the Joint Control Room. Deliveries will be escorted through the site by security.

### ***Waste Management***

---

As discussed in Section 4, Winter Wonderland will continue to work closely with the Royal Parks preferred waste contractor, OCS. The main points for this contract are:

- The Site Manager will ensure that all litter is picked up from the event site on a daily basis.
- There will be designated litter pickers / cleaners who will work during opening hours of the event.
- A waste removal extension will be in operation that ensures that litter around the perimeter of the event and in neighboring roads around Hyde Park will also be picked up by on site contractors.
- The bins will be emptied at least twice a day basis by the waste contractors.
- Refuse shall not be stored anywhere on the site except within designated areas.
- All refuse shall be removed daily from site.
- No food, or other attractive material to rodents, will be kept exposed on site outside event periods
- First Aid Waste: Contaminated waste from the First Aid area will be stored in the secure first Aid room, until removed from site by specialist disposal contractors.
- Wherever possible all waste shall be recycled.

### ***Signage***

---

There will be a range of different directional and informative signage throughout the site and on the route from transport hubs. This will include:

- Large banner signs
- Ornate finger-post signage
- Variable message signage advising visitors on queuing systems or crime prevention messages.
- Foamex signage indicating specific catering and attractions. This will be specifically for land-marking, to ensure that site teams and emergency services can easily locate areas in time sensitive periods. E.g. during a medical emergency.

There will also be increased signage around the transport hubs to aid crowd management.

### ***Cash, Tokens & Tickets***

---

#### **Cash**

All cash will be removed from the site everyday by Securicor. The route for collection has been agreed and avoids traveling through the event, but allows access into the Production Compound.

A safe will be located on site. The Finance Department will undertake cash lifts throughout the day from the box office and token booths accompanied by security.

The Finance Department will be responsible for the distribution and collection of floats from the box office and token booths.

The Market traders and caterers will be responsible for their own cash handling.

#### **Tokens**

No cash will be taken at the rides. Only tokens will be accepted which will be purchased at the box office and token booths.

Tokens will be sold in £1 denominations. The cost of rides that accept tokens range from £2.

The tokens are dated and are available to use on the day of purchase.

Tokens are not accepted at any food or drink outlet or games.

The Finance Department will manage the reconciliation of tokens with the Attraction Managers.

#### **Tickets**

Tickets for the Ice Rink, Observation Wheel, Ice Sculpture Exhibition, Ice Bar and Circus can be booked in advance via the internet or phone. Depending on availability, these tickets may also be purchased on the day from the Box Offices.

Tokens are not accepted at the Ice Rink, Circus or Ice Bar. However tokens are accepted on the Observation Wheel and the Ice Sculpture Exhibition as well as tickets.

### **Staff Passes**

The following passes will be issued:

Access All Areas	PWR Senior Staff Royal Parks Staff All Managers Security & Stewarding Staff Technical Crew
Crew	Visiting Contractors and Suppliers
Ice Staff	Ice Rink Staff (Ice Rink Manager will have an AAA Pass)
Token Booth Staff	Token Booth Staff (Box Office Manager will have an AAA Pass)
Magical Ice Kingdom	Ice Sculpture Staff
Artists	Musicians for various stages around Winter Wonderland
Official Photographer	Photography Staff
Trader	Attraction and Catering staff (including PWR run bars and retail units)

### **Security**

From the beginning of the build to the last day of breakdown the site will be patrolled by security staff 24 hours a day, 7 days a week.

We will liaise with Royal Parks and the Metropolitan Police in the lead up to and during the event in connection with any security or public order concerns. A CCTV system will be installed for the event. All CCTV is recorded and the system is monitored 24 hours a day during the live period of the event. The locations of the CCTV cameras will be agreed with the License Safety Advisory Group (LSAG) in advance.

A full Security Management plan will be provided at the LSAG meetings detailing locations of security guards and stewards, managed zones and specific duties.

## **7. 7.1 Health & Safety**

---

At PWR Events Ltd we are committed to producing high quality family events that are fun, professionally operated, successful and above all safe.

We not only adhere to Health & Safety laws and legislations, but embrace the spirit of these Acts, thus ensuring that all those working on and visiting Winter Wonderland do so in a safe environment.

We will ensure an effective building site during the build-up and breakdown of the event that allows for all work to be completed without unnecessary risks being taken, and where all of those working clearly understand what is expected of them in order to achieve a safe working site.

We will make sure all attraction managers, traders and caterers not only provide all the required paperwork, but to understand and positively promote the key messages of this paperwork to their staff on a day to day basis.

We will provide a professional first aid team, able to deal with a variety of injuries and who can cope with the expected attendance figures for the event. In addition to this we have contracted the LMS Medical Team as a second tier of cover if patients require more complex medical intervention.

Finally, we will maintain and develop the strong relationships between ourselves, The Royal Parks, our traders and suppliers, the local council and the Emergency Services to ensure that all agencies are working together to produce an exemplary event. Debriefs from the 2014-2015 event have been acted upon and information disseminated to our suppliers to action any pertinent points where necessary.

We utilise the following documents and policies as a reference for Health and Safety best practice:

- Health and Safety at Work Act 1974
- The Regulatory Reform (Fire Safety) Order 2005
- HSE Managing Crowds Safely
- Event Safety (Purple) Guide 2014
- HSE Fairground and Amusement Parks Guide
- ADIPS regulations
- The Four Licensing Objectives as per the Licensing Act 2003
- Cabinet Office Guidance on Crowd Safety

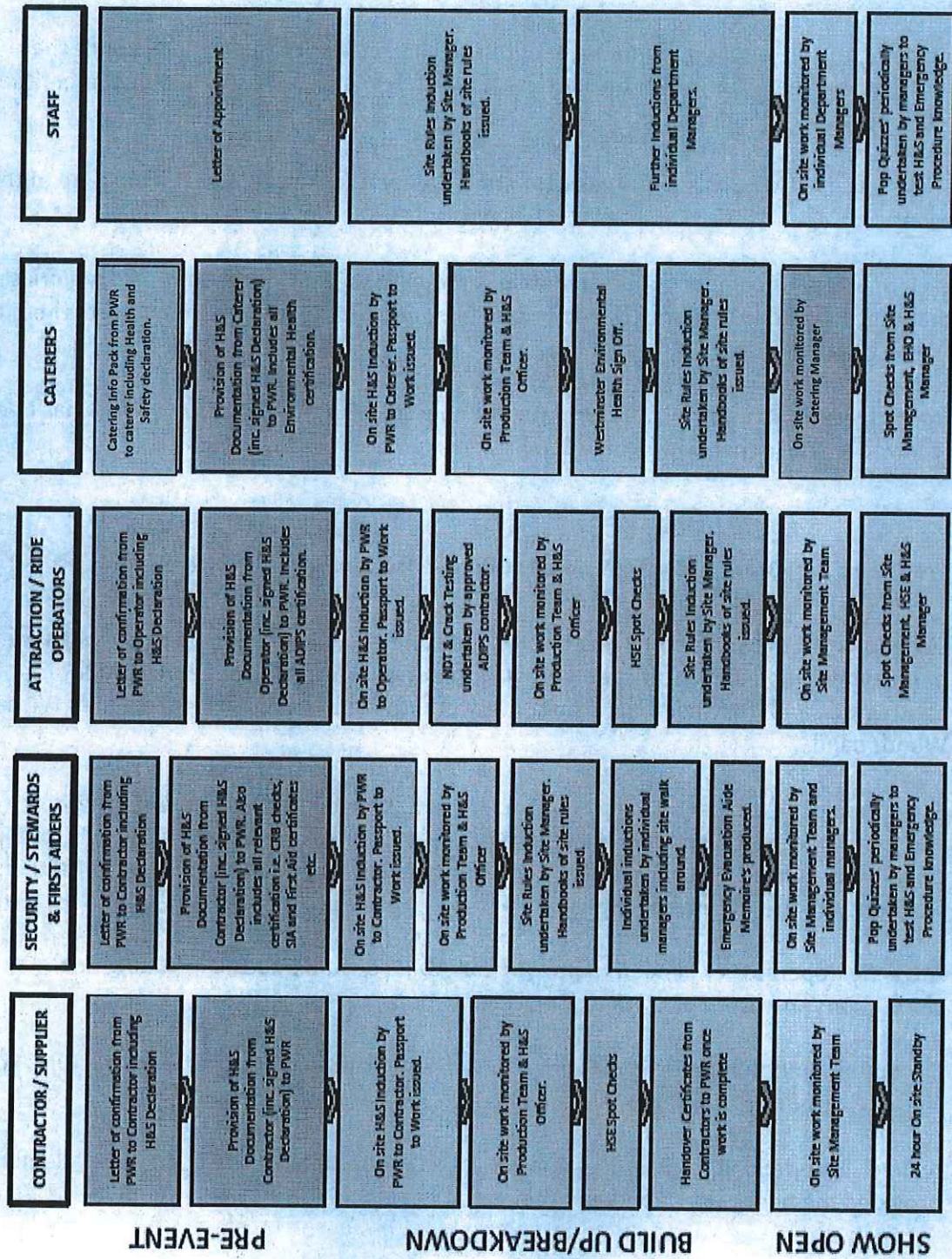
### ***Communication Strategy for Health & Safety Procedures to Site Users***

---

From the initial conversations with traders to the day the last person leaves site, the core Health and Safety messages will remain at the forefront of all communication. This helps to build a strong health and safety platform, forming the basis to all tasks undertaken on site. See below for the Health & Safety Flow Chart which illustrates the various procedures in place that will enable our core health and safety messages to be communicated and consequently upheld effectively.



# Health & Safety Flow Chart



## ***Health & Safety Flow Chart Explained***

### ***Pre-Event: Letter of Confirmation***

---

All attraction managers, traders and caterers, have been sent an Info Pack detailing exactly what paperwork they are expected to produce before they are given final permission to trade on site.

Similarly, the letter of appointment sent out to all contractors and suppliers once their contract has been confirmed includes a list of all relevant Health & Safety documentation required.

These letters also have a set of basic Health & Safety rules relevant to the build-up of the event.

Each manager or company representative is required to then sign a Contract to Work stating that they have read and understood these rules, and that they will communicate them to the rest of their staff.

No trader or contractor will be permitted to operate until this Contract to Work has been received and all paperwork is in order.

### ***Pre Event: Provision of Health & Safety Documentation from Site Users***

---

Depending on their individual role on site, different site users will need to provide a variety of documentation and certification proving that they are competent and reliable contractors, and that their health and safety ethos is of the standard expected at Winter Wonderland.

For example, all contractors and suppliers need to provide risk assessments, method statements and details of their insurance policy, with the addition of any specific training certification such as SIA licenses for the Security Company, or CRB certification for the staff working at Father Christmas' House.

Attraction operators will need to provide full ADIPS documentation including ride calculations and proof of crack testing certification (NDT).

Documentation that Caterers will need to provide includes details of their structure, Food Hygiene certification and gas safety plans.

A check list is held at PWR Offices and on site to ensure that all site users have adequately provided the necessary paperwork requested.

### ***Build-up/Breakdown: Health & Safety Inductions***

---

Before permission is granted for work to commence during the build-up, every member of staff, trader and contractor must watch a bespoke Health & Safety presentation explaining the rules of the Hyde Park Winter Wonderland site.

This mainly pictorial presentation will be based in the production compound and will be written in English and German. It will clearly explain the regulations and restrictions of building in Hyde Park, outline the site's safe code of practice and will cover subjects such as PPE, working from height and vehicle movements. It is made clear to all induction recipients that health and safety is a high priority and that they must follow UK Health & Safety Laws and requirements and examples of safe and unsafe working are explained visually and verbally.

On completion of the presentation, all staff will be asked to sign a document declaring that they have seen and understood the presentation. They will then be allocated with a photo pass that will be their 'passport to work' on the Hyde Park Winter Wonderland event site. Nobody will be permitted to start work without this.

### ***Build-up/Breakdown: Daily Risk Assessing – Production Team and H&S Officer***

---

It is the responsibility of all the Production Team to be constantly looking for any potential risks and hazards during the event. This means ensuring that all site users are heeding to site safety rules and acting in a responsible manner.

They will be supported by an independent Health & Safety Officer who will be present on site during the build-up and breakdown of the event. The Health & Safety Officer's main responsibility will be to continually assess and monitor all activities during the build and break to ensure that the safe codes of practice outlined in the Health and Safety Induction are adhered to at all times.

A key part of managing (and continual improvement of) health and safety at the event involves intensive monitoring of safety practices and procedures at all stages of build-up and breakdown. This enables rapid intervention and corrective action.

Any accidents that do occur will be investigated immediately, reported under RIDDOR where appropriate and recorded. Any trends can be acted upon quickly. The Health and Safety Officer will liaise closely with the on-site First Aid Manager.

Particular subjects of focus in the constant monitoring tours of site will be working at height and use of PPE including eye protection, hearing protection, high-visibility clothing and safety wear for use of chainsaws.

### ***Build-up/Breakdown: HSE Spot Checks and Environmental Health Sign Off***

---

It is likely that sporadic visits are made by the Fairgrounds Division of the HSE to ensure that all Attraction Operators are building to the safe codes of practice required. Representatives from the HSE will tour the event site with the Health & Safety Officer as much is felt necessary.

Caterers are unable to open their stalls until a full check has been made of their unit by the Environmental Health Officers from Westminster Council. These will be undertaken during the last few days of the build-up, shortly before the event opens to the public and managed by the Catering Manager.

Plans and necessary building drawings of any large structures will be submitted to Westminster Council. An on-site inspection will then be carried out by Westminster Building Control who can then issue a Temporary Building License.

### ***Build up/Breakdown: Handover Certificates from Contractors***

---

In some circumstances – for example with power distribution – a handover certificate will be presented to the site management team from the contractor at the end of the build-up declaring that all installations have been completed safely.

### ***Build up/Breakdown: NDT & Crack Testing for Attractions***

---

During the build-up of the event a certified ADIPS Inspector will be on site to ensure that the ride operators are building to the specifications detailed in their documentation.

Although all rides will have certification of up-to-date Crack Testing, further tests will be carried out each year to ensure that no weaknesses in the structure are prevalent during it's time on site at Hyde Park.

### ***Build up/Breakdown: Site Rule Inductions for Security, Safety Stewards, First Aiders, Staff, Attraction Operators and Caterers***

---

Before the site is open to the public, a series of inductions will be held by the Site Manager, each one designed specifically around the different types of site users. Each of these inductions will be accompanied by a Site Handbook which reiterates the presentation and has the basic emergency procedures in.

Security, Stewards, First Aiders and general on site staff (i.e. those working at the Ice Rink or token booths) will then have more specific inductions presented to them by their Line

Managers. This gives them a chance to talk more specifically about their roles and includes a site walk-around so that they are able to orientate themselves easily.

Security and Safety Stewards are also presented with small laminates which act as an 'Aide Memoire' for emergency code words and evacuation procedures.

### ***Event Open – Daily Risk Assessing, Spot Checks and 'Pop Quizzes'***

---

Once the event is up and running, the Site Management team will be continually monitoring all those trading at Winter Wonderland Hyde Park to ensure that no breaches of our health & safety rules occur.

Changes in weather and numbers of visitors are just two variables that could result in new hazards occurring on site. During the daily Opening and Closing Procedures the site is checked for any maintenance issues that could occur as a site wide basis or on individual stands. Any issues will be reported via the radio to the Site Manager who will then allocate solutions.

Both the Site Management Team and Health & Safety Officer will also carry out unannounced spot checks throughout the duration of the event. These spot checks include checking attraction log books, ensuring that high food hygiene standards are maintained and working with the traders to make sure their areas are free from trip hazards. Any defects found are reported to the Site Manager who arranges remedial action and the defects are then signed off as appropriate.

Security, Safety Stewards and Staff are also 'tested' from time to time on their Emergency Procedures to ensure that they are all fully conversant with what their role is in an event of an emergency.

## **7.2 Health & Safety Management - The Day to Day Running**

---

During the operational times of the event, there are numerous policies and procedures that are put in place to ensure the welfare of all of our visitors and staff. These include but are not limited to:

- Daily Risk Assessing
- Reporting of Incidents and Near Misses
- Security and Stewarding
- CCTV
- First Aid Facilities
- Restriction of Vehicle Movements

### ***Daily Risk Assessing***

---

It is the responsibility of all key positions on site (i.e. Site Manager, Technical Manager, Box Office Manager, Security, Health and Safety Manager etc.) to be constantly looking for any potential risks and hazards during the event.

Daily maintenance checks will take place every morning before the event opens, and issues will be reported via the radio to the Site Manager who will then allocate solutions.

Hazards could include broken fence panels that need fixing, damaged track way panels that need replacing, poorly lit areas that need illuminating or busy road ways that need managing with crowd barriers or security.

### ***Reporting of Incidents and Near Misses***

---

All incidents, near misses and occurrences will be communicated to all interested parties on a daily basis.

A meeting will take place daily at 11am in the Site Manager's office to discuss any issues that may have occurred the previous day.

General reporting on the event will take place at a weekly meeting on site that requests compulsory attendance by representatives from PWR Events Ltd, The Royal Parks and members of the LSAG group.

## ***Security & Stewarding***

---

Each member of the security staff are SIA trained and CRB checked and are given an event induction by the Site Manager shortly before the event opens.

As the 'eyes and ears' of the event, their responsibilities include assessing for new risks or hazards, monitoring crowds, dealing with any customer enquiries or incidents and liaising with any emergency vehicles entering the site alongside the Site Manager.

## ***Crowd Dynamics***

---

PWR Events have appointed a permanent, full-time Event Producer to evaluate current crowd management procedures, author the crowd management plan and ensure that this plan is executed operationally. This suite of documents will be peer reviewed by an external agency and dynamically assessed during the operations, to ensure peak densities are managed to full effectiveness.

Examples of this will include:

- Zonal management, restricting access to guests prior to these areas becoming uncomfortably dense.
- Ingress and Egress strategies, knock on effect for transport hubs and mitigation methods
- Capacity management
- Identification of Fruin Levels of Service (FLoS) as a monitoring system to categorise varying levels of crowd density
- Entry only systems onsite and at transport hubs
- Detailed resource allocation – both security/stewarding resource, Variable Messaging and signage resource, communications resource (online and offline) and infrastructure resource (barriers, fencing, megaphones, highchairs)
- Intelligence led planning: identifying anticipated crowd flows based on advanced ticket sales, historical peak demand and review of conflicting event scheduling across London.
- Using established models (e.g. DIM-ICE) to plan ingress, egress and circulation

Please see the separate document 'Crowd Management Plan' for further information.

## ***CCTV***

---

Winter Wonderland will be fully covered by CCTV cameras that are constantly monitored by members of the security team.

The purpose of the cameras is twofold – as a crime preventative method to deter thieves and other unsociable behaviour (CCTV signage will be displayed throughout the site) as well as to monitor crowd movements either during busy periods or when looking for individuals such as lost children.

CCTV cameras will also be installed inside each token booth, again as a crime preventative measure as well as for the safety of the token booth staff.

### ***First Aid Facilities***

---

The First Aid team consists of a team of up to six first aiders supported by first aid trained staff and security. They will be based at the Ice Rink as this is where the majority of medical incidents are likely to occur. However a second First Aid station will be situated on site to act as a secondary response area.

Their responsibility is to make the patients more comfortable, ascertain the severity of the incident and recommend further medical attention if required. They will not diagnose patients nor prescribe any medication.

If the medical requirement is more complex, they will be handed over to LMS Medical, the onsite medical contractor that is able to deal with escalated injuries. The patient will either be assessed and discharged onsite or transferred by LMS ambulance to St Mary's Hospital in Paddington.

Each incident will be logged and the necessary paperwork will be filled out. This paperwork consists of an Accident Log which will be seen by the Site Manager at the end of the day to spot any abnormal trends, a Casualty Form which will be filled out in the event of an ambulance being called – a copy of which will be given to the ambulance driver, and a Head Injury Form that will be given and signed for by the member of the public explaining what further actions should be taken if their head injury continues to worsen.

### ***Restriction of Vehicle Movements***

---

During the event, vehicle movements will only be permitted from 6am – 9.30am every morning and 10.30pm – 11.30pm every night. Any deliveries outside of these hours must be booked in and signed in when they arrive onsite. All vehicles must be cleared by 9.45am and there will be strictly no vehicle movements on site during the event.

Emergency Vehicle routes identified on the CAD plan during the early stages of site planning will be mainly back of house, avoiding the main pedestrian routes as much as possible.

If in the extreme circumstance a vehicle does need to enter the site during open hours, it will be escorted through at walking pace by security guards in high-visibility vests.



### **7.3 Health & Safety Documentation to support our Procedures**

---

#### **Risk Assessments**

---

General event and fire risk assessments will be written before any work commences on site. These will then be added to and amended throughout the build with task specific risk assessments when any 'new' activities not covered by the original risk assessments occur.

All contractors, suppliers, caterers and attractions will also submit their own risk assessments for their individual activities.

Should any RIDDOR reportable incidents occur, a copy of a F2508 form will be sent to Westminster Council Environmental Health Officers and the HSE as soon as possible. Internal investigations – including witness statements etc. – will be undertaken by the Production Manager, Site Manager or Health and Safety Officer.

### **7.4 Emergency Plans & Procedures**

---

While it is impossible to envisage every potential emergency that may arise, detailed planning of how emergencies will be dealt with will be incorporated into the overall planning of the event.

These plans will consist of:

- Event Plan
- Crowd Management Plan
- Local Safety Advisory Group (LSAG) Meetings
- Desk Top Exercises

Each one of these will help strengthen the relationship between the event and the emergency services so that in the event of an emergency occurring, all those involved will have a clear understanding of their required roles.

#### **Event Plan**

---

The Event Plan is a document detailing the actions to take in minor or major emergencies and will be distributed to all those who have a key role in the running of Hyde Park Winter Wonderland, as well as to members of the Emergency Services and Local Council. The distribution list includes:

- Directors of PWR
- Head of Events
- Site Manager
- Production Manager
- Health & Safety Officer
- Members of the Hyde Park Events Team
- Representatives of the Parks Police (Metropolitan Police)
- A Fire Safety Officer
- A representative from the London Ambulance Service
- An Environmental Health Officer from Westminster Council
- A representative from Transport for London
- An Emergency Planning Officer
- A representative from the Hyde Park Winter Wonderland Medic Team
- A representative from the Hyde Park Winter Wonderland Security Team

The document covers a wide spectrum of scenarios such as a public disorder, a fire or an evacuation.

PWR will welcome any feedback to the Event Plan from the distribution list as it is a document that will be constantly added to and changed each year as the event develops and more lessons are learnt.

### ***LSAG Meetings***

---

As well as holding regular monthly meetings with key members of the Royal Parks, PWR will hold an annual autumn meeting with all of the main representatives from the Emergency Services and local council. Invited attendees to this meeting will include all those in receipt of an Event Plan.

These meetings will give the group the opportunity to review the Event Plan and AutoCAD plans for the year's event, as well as tackling any issues that may have arisen in a previous event.

Each of the LSAG meeting members will then be invited back onto site during the build up of the event for a Health & Safety walk around. Checks during this walk around will include

making sure all fire exits and emergency routes are suitable and all catering facilities are to the high standards required.

### ***Desk Top Exercises***

---

As well as the LSAG meetings, PWR would encourage an annual Desk Top Meeting that would test the Event Plan with 'live scenarios' such as a terrorist bomb threat or a chemical spill.

These Desk Top Exercises will give all those involved the opportunity to explore as many different avenues as possible in an attempt to prepare for the unpredictable.

Dynamic Desk Top Exercises will also be undertaken with key staff, in-situ onsite, to familiarize them in the setting in which emergencies may occur. Attendants include:

- Site Manager
- Joint Control Room Manager
- Deputy Site Manager
- Head of Security
- Steward Manager
- CCTV Controller

They will be delivered by the Site Manager and a formal post-exercise report will identify possible weaknesses in procedures moving forward.

## **8. Day to Day Incidents & Procedures**

---

### **Opening & Closing Procedures**

---

#### **Opening Procedure**

Winter Wonderland will open at 10.00am. Safety checks and setting up will commence at 8.00am.

Operation Wide-awake to commence at 9am (see below).

Each Manager for each individual attraction will be responsible for the safety checks on their equipment. All safety checks will be logged each day. Each Manager will be responsible for setting up and having their attraction ready to open for 10.00am.

The waste management company will ensure that all rubbish is put onto the main roads for collection and that the empty bins are brought back in.

The Deputy Site Manager to print out and display the daily weather forecasts in the JCR.

All vehicles will be moved off site by 9.30am.

The Ice Rink will open at 9.30am.

The Box Office will open at 9.50am

The Finance Dept. will be responsible for the distribution of the floats and tokens to the box office and token booths.

The site toilet cleaners will be responsible for unlocking the temporary toilets and ensuring that all have been cleaned and fully stocked.

The stewarding managers will ensure each zone has the requisite barriers or control tape required to crowd control and restrict entry to each zone, and megaphones to communicate messaging as scoped in the Crowd Management Plan.

The Site Manager is responsible for making sure that the event as a whole is free from hazards and obstacles and is safe, clean, tidy and ready to open.

#### **Closing Procedure**

Winter Wonderland will close at 10.00pm.

Each Manager will be responsible for closing down and fencing off their individual event.

Each Manager will be responsible for recording the tokens at the site office for each individual event.

The Accounts Manager and Attraction Manager for each individual attraction will reconcile and sign off on tokens taken per day.

The Site Manager will be responsible for confirming the security personnel are in place and briefed for the night shift at 10.30pm.

All Staff apart from Night Security will be off site by 11.30pm unless prearranged with the Site Manager.

### ***Operation Wide Awake - Suspect Package Search Procedures***

---

Undertaken by the stewarding team, Operation Wide Awake forms an integral part of the Opening Procedures.

From 9am each Steward Team Leader will take an Emergency Grab Box (1 for each zone) which includes a tick off sheet listing each attraction, catering outlet and communal area in each zone.

The stewards in this zone will then check off each of these areas once they have been searched for any suspect packages either by the traders or operators, or the stewards themselves.

### ***Lost Property Procedure***

---

All lost property will be kept in the Customer Service Office and logged each day. The Customer Services Manager will liaise with the Metropolitan Police and Royal Parks with regards to finding owners to the lost property.

If after 28 days the property is not claimed it will be disposed of.

### ***Lost Children Procedure***

---

#### **If a Lost Child is found**

The member of staff that finds the child will inform the Joint Control Room via radio using the following message

***'A Pigeon has been found at... (Location)'***

At least two members of the security team will then attend and wait with the child in situ for up to 30 minutes in case the parents return to the scene where the child was lost. All information gained from the child will be distributed amongst all staff and security in order to help find the parent or guardian.

If the parents are not located after this time the Police will be called to assist with the search.

All staff and security are given strict instructions not to give the child anything to eat or drink whilst in their care.

All members of Security are CRB checked.

### **If a Lost Child is reported by a Parent or Guardian**

The member of staff that receives this information will relay this message back to the Joint Control Room where a full description will be taken using the Lost Child Log Forms. The Joint Control Room inform Security and all staff using the following message:

***'This is a message for all radio users. We are looking for a Lost Pigeon at .... (Location). Description is as follows... (male/female, age, hair colour, clothes etc.)'***

A site wide search will then be conducted by all members of Security and Stewards, as well as by Ice Rink, Wheel, Circus, Ice Kingdom and Token Booth staff.

If after 15 minutes the child has not been located, the Police will be called to assist with the search.

Once the child has been reunited with their parent/guardian, the following radio message will be issued by the Joint Control Room:

***'This is a message to all radio users. The Pigeon has been reunited.'***

### **Complaints Procedure**

Any complaints received at the token booths will be immediately dealt with by the Token Booth staff or supervisor, and then if necessary, the Customer Services Manager will attend the scene.

If a satisfactory conclusion is not reached, the Site Manager will be asked to attend.

Customer feedback forms will be available for visitors to complete should they wish, which are then logged and collated by the Customer Services Team.

## **9. Sustainability, Environment & Ecology**

### ***Sustainability***

---

In 2010 PWR received certification from British Standards Institution (BSI) of compliance with BS8901, Sustainability Management Systems for Events.

BS 8901 was superseded in 2012 by ISO 20121, which PWR has been certified to since early 2013.

ISO 20121 is the new international standard for sustainability of events, awarded to PWR by BSI. It encompasses the social and environmental aspects of BS8901 whilst extending them to incorporate mechanisms to improve the event for subsequent years and thus ensure it is a continued success for visitors, the venue and the organisers.

ISO 20121 is based on assessing all aspects of risk and opportunity involved in staging the event and developing strategies to mitigate risk and optimise opportunities.

Through these steps we deliver an event which is fun, friendly, and economically successful whilst having the minimum practical impact on the environment.

### ***The Environment***

---

Having worked closely with Royal Parks, Westminster council and the Mayor's office, PWR's understanding of the environment of Hyde Park and its relationship to Hyde Park Winter Wonderland event is second to none.

Over the last six years a process of monitoring and mitigation has been put in place through an ongoing programme of consultation and dialogue between PWR, the stakeholders and independent consultants.

In 2009 an ecological baseline survey and appraisal was undertaken and the method for ecological monitoring of the event was established.

This was followed up by ecological monitoring both during and after the event conducted by Land Use Consultants.

It was concluded that possible ecological impacts included potential impact on terrestrial habitats and aquatic habitats specifically in relation to bats and birds.

In particular:

- Disturbance of birds from winter foraging habitats caused by light pollution, noise and vibration and visitors to the event.
- Disruption of bird day/night behavioral patterns caused by light pollution and noise and vibration.

- Temporary displacement of birds from winter foraging habitats lost to the event footprint.
- Disturbance to winter bat roosts in trees caused by light pollution; and displacement of bats from winter foraging habitat caused by light pollution.

Specific mitigation measures put in place at previous Hyde Park Winter Wonderland events which will be put in place at future events and developed going forward include:

- Minimisation of light spillage onto sensitive areas by the considerate location of attractions either away from, facing away from and/or screened from such areas.
- Habitat improvements.
- Supplementary feeding.
- Location of attractions away from and facing away from the Serpentine Lake.
- Weekly inspections by the Royal Parks and PWR throughout the event to ensure limits on illumination and noise/music.

PWR is committed to the ongoing monitoring and mitigation of the effects of the event on Hyde Park and will continue to work with the Royal Parks and Westminster Council to reduce and control these impacts.

### ***Protection of the Park Fabric and Fittings***

---

During the construction and dismantling of the event, all vehicle and pedestrian access to soft landscaping areas will be reduced to a minimum. At all times access routes across the event site will be protected by porta-path or trackway.

All areas of soft landscape, not intended to be in the public domain will be fenced off to restrict access completely.

During the event, all soft landscape areas which are accessed by the public will be protected by laying temporary walk-ways.

All soft landscape areas adjacent to Serpentine Road and in between attractions will be protected with picket fencing to negate compaction & pedestrian access.

The Royal Parks will survey the site before and after the event and will recommend measures to protect any areas of soft or hard landscape that have the potential to be damaged.

The survey will include lampposts, benches, bins and other items of furniture. Plans will be put in place to either protect or temporarily remove items, as necessary.



### ***Tree Survey – Tree & Hedge Protection***

---

During the build of the event, all trees within the proposed site will be fenced off and protected. Nothing will be placed on root zones and there is to be no access into copses and woodland.

The site has been designed around all existing trees and hedges. Royal Parks have advised on the position of all attractions based on avoiding any negative impact on the surrounding environment.

The positions of trees are marked on the submitted plans and Royal Parks can provide full information on specific trees and species upon request.

Protective and preventative measures include:

1. Adequate briefing of all plant operators and drivers of vehicles.
2. Supervision of all workers on site by well-briefed and competent Production managers.
3. The design and layout of the site negates the need for any vehicles to be driving or stopping in places where root damage could be a consequence.
4. All vehicles will stay on the hard standing or temporary roadway areas at all times.
5. Prevention of damage by hot exhaust gases from plant & equipment by siting these away from trees.
6. Regular monitoring by the Royal Parks Agency.
7. Royal Parks will lift the tree canopy in some areas as necessary.
8. All tree work will be recommended and supervised by the Royal Parks arboricultural officer.
9. All tree work, including hanging lighting will be carried out by Royal Parks approved contractors.

The Royal Parks arboricultural officer will supervise any tree work.

### ***Lighting Control Plan***

---

The lighting of the event will be sympathetic to the environment and ecology of the surrounding parkland. Wherever possible, and in areas of ecological sensitivity, lighting levels will be kept to a level that is within health and safety guidelines but will minimise impact on the surrounding habitat. Additional lighting will only be used in areas where the ambient light levels are low and may cause a danger to the safety of the general public.

Commitment to ensuring that essential safety lighting will be non-intrusive, kept to a minimum and compliant with the existing agreement.

Up-lighters are not permitted to be used in trees or otherwise across the event site.

To limit the light pollution across the event site and in particular of production lighting used in areas such as outside ticket booths, toilets and backstage we will ensure that all lights will be fitted with UV filters and will be mounted at a height no greater than 5 metres. They will also be fitted with a horizontal cut off and louvres if required. The beam angle of the light

will be chosen to specifically only light the required zone and not 'spill' into light sensitive areas.

### ***Sound Control Plan***

---

The promoters of the event will seek advice from and comply with both Westminster City Council and Royal Parks in relation to any matter that either party raises in connection to noise containment and reduction.

For the site wide background music, the music played is low level amplified incidental music. It is kept at a low level and used to help create the Christmas feel of the event.

The music played throughout the event will be Christmas party- themed.

All external amplified speakers will be directional.

The chillers and generators used for the plant equipment are "superhush". Sound levels are between 48-55 DbA AT 16m.

The plant area will be screened in and enclosed to help minimise the noise created.

The supplier will undertake regular spot checks to monitor the plant for any changes to its function and to monitor for noise levels.

The location of noise sensitive sites will be agreed in advance with the Royal Parks.

### ***Recycling***

---

PWR has set a target of zero waste to landfill and 80% of waste generated by Winter Wonderland Hyde Park to be recycled or re-used.

Waste generated at the event can be categorised broadly into two areas: Front of House and Back of House.

Through experience the management of the recycling process has been more successful Back of House. Communication through the event management with contractors and suppliers will enable us to separate more waste at the event before removal from site.

Front of House waste recycling has been historically difficult to achieve onsite. Opportunity for the general public to separate their own waste has only had moderate success with cross contamination the biggest issue. Our aim is to continue to recycle Front of House waste offsite at waste transfer stations with appropriate specialist equipment who can then provide us with a written report/analysis of the recycling process and quantities.

Waste which cannot be recycled or re-used will be recovered through "waste to energy", thereby eliminating any waste being sent to landfill.

This information will enable us to conduct a waste audit post event in order that we can implement a process of improvement moving forward.

### ***Stakeholders and Park Users***

---

PWR has built up extended contacts and relationships with stakeholders and interested parties who are involved with Hyde Park over the last 9 years and will continue to build on this over the next 3 year period.

These include Royal Parks, Royal Parks Foundation, Mayor's office, local resident associations, local businesses around the park, users of the park, businesses within the park and Westminster City Council.

At all stages of planning consideration will be given to any possible impact on any such stakeholder who may either be affected by our plans or who can be involved in our plans to the mutual benefit of the stakeholder and the events.

Examples of such relationships are:

- PWR attendance at Resident association meetings.
- PWR's ongoing support of Royal Park Foundation.
- PWR's ongoing support of the Hyde Park Appeal and its Liberty Drive project.
- Liaison with Westminster City Council, through the planning process, to efficiently manage vehicle movement to and from the event to minimise the effect on local residents.

As operators of the Winter Wonderland we will ensure that our activities have minimal negative impact on visitors or local residents.

The cycling lanes along Broad Walk and Rotten Row will be unaffected. Cyclists will be able to use Serpentine Road as normal as this is no longer part of the Winter Wonderland site.

Only vehicles attending an emergency and event accredited vehicles will have access to the event site. All general park vehicular traffic will be directed to use the park roads.

Deliveries to the boathouse and the Serpentine Bar & Kitchen will be directed to and from West Carriage Drive and Policeman's Path.

There will be no parking on site.

### ***Green Travel Plan***

---

PWR will encourage the use of public transport and have clear information about travel options online.

PWR is very proud that 78% of visitors to Winter Wonderland travel to the event by public transport or on foot.

PWR will promote green travel options to its staff and wherever possible employ staff who live locally.

PWR will ensure that all of its suppliers are aware of all the above sustainability issues and will encourage them to implement similar policies.

Our Green Travel Plan proposal therefore aims to develop methods and implement schemes which will actively encourage both our staff and visitors to travel to the venue using various sustainable modes of transport.

In order to help to decrease traffic congestion, reduce air pollution and provide improved accessibility to the venue, our Green Travel Plan recommends the use of all methods of public transport including alternatives such as cycling, walking and car sharing.

### ***Green Travel Initiatives for Winter Wonderland***

---

An informative website <http://www.hydeparkwinterwonderland.com/> will guide potential visitors to the venue by offering comprehensive green travel information.

All 'journey planner' information provided on the website (and on all printed advertising & promotional media) will give priority to public transport routes, as well as walking & cycling routes. Car parks at Park Lane will be promoted as a concluding option.

We will encourage visitors to use the nearby Piccadilly Line service at Hyde Park Corner and the many bus routes that serve Hyde Park Corner and Green Park area. (Bus routes are 2, 8, 9, 10, 14, 16, 19, 22, 36, 38, 52, 73, 74, 82, 137, 148, 414, 436).

We will also provide directional signage from Marble Arch station and along Broad Walk.

On egress from the site the public will be directed either along Serpentine Road towards Hyde Park Corner, up Wide Path towards Marble Arch or towards Kensington via the Dell footpath. Site lighting and signage will reinforce this message. Walking routes from the eastern end of Serpentine Road to the Park Lane car park and the Park Lane bus stops will be lit, signposted and stewarded.

No additional car parking spaces are being made available in Hyde Park, however 350 pay and display spaces are available on West Carriage and South Carriage Drives and 1,577 spaces are available in the car parks in Park Lane, Marble Arch and Knightsbridge.

### ***Appendix c: Market Cafes & Bars - Examples***

---

The traditional German market chalets will occupy long stretches of roadway within the event and will be serving mainly from their front only. These small bars and stalls will be set amongst other craft stalls forming a mainly retail area.

On some occasions there will be tables, chairs and high barrels provided for guests with some limited undercover areas, however these will be open fronted and not an 'internal' space.

Each market stall will have their own fire extinguisher and/or fire blanket depending on the type of goods they will sell.



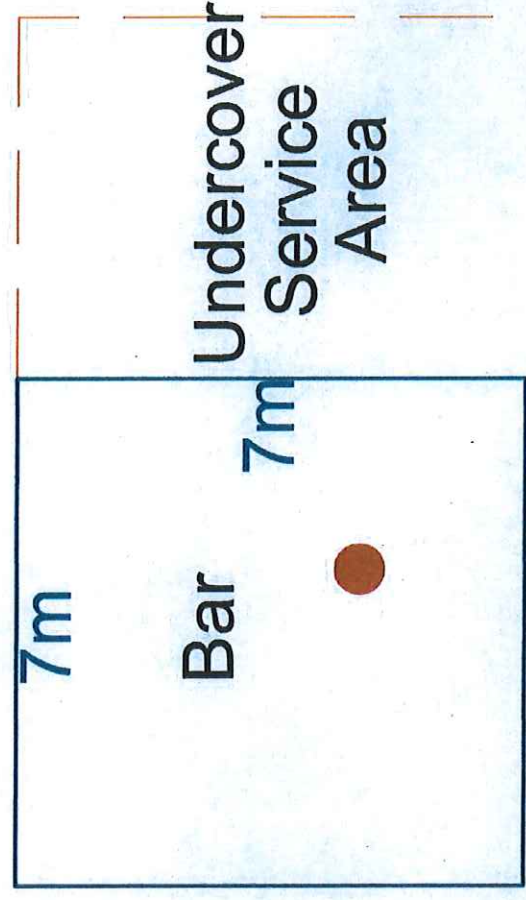
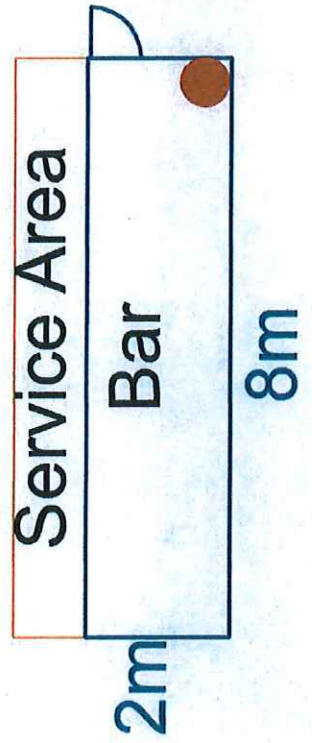
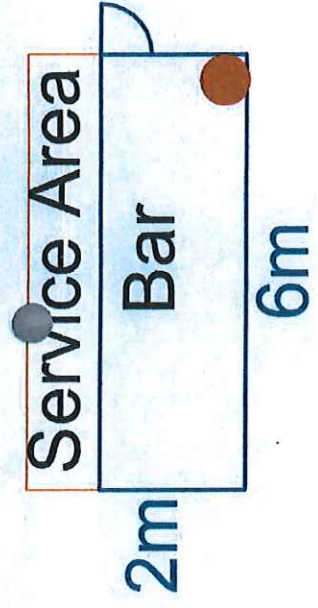
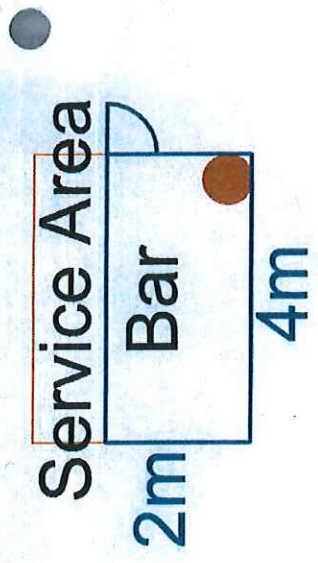
### *Appendix c: Market Cafes & Bars – Jagerwald Bar*

---

Although still within the main market area, the Jagerwald Bar is a slightly larger bar that has indoor seating. This also has an open frontage and includes a sausage grill adjacent to the bar.







# Market Cafes & Bars

## 1:100 @ A4

- Fire Extinguisher
- ▬ Fire Blanket

# Example Sizes & Configurations





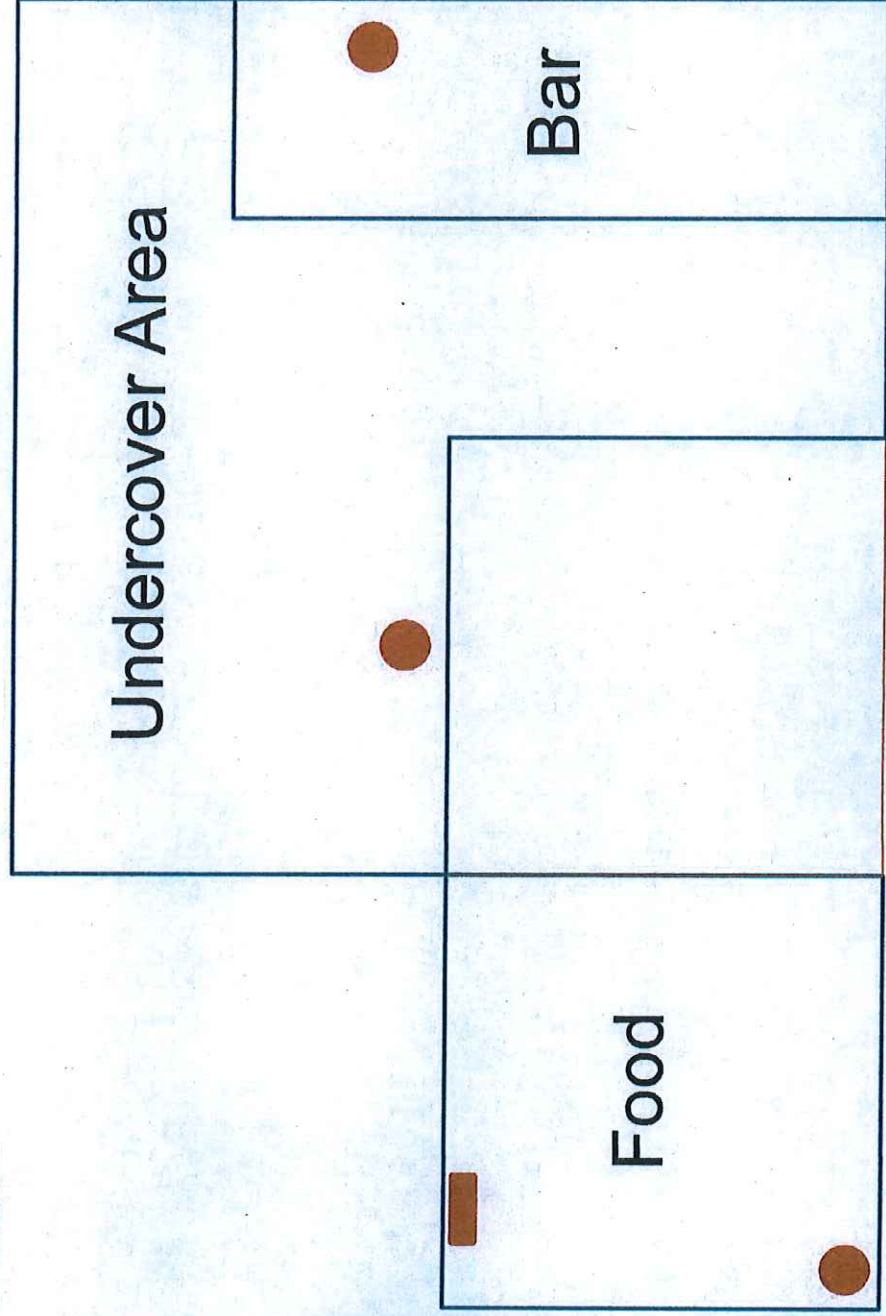
# JAGERWALD BAR

1:100 @ A4

● Fire Extinguisher

■ Fire Blanket

12m



12m

Bar

Food

Undercover Area

Open Front

### ***Appendix d: Bavarian Village - Bars & Eateries***

---

The Bavarian Village is a heavily Bavarian themed area that is made of lots of different stalls, restaurants, cafes and bars. In this area you can sit down and have a three course meal, enjoy traditional German music, buy handcrafted gifts, play games or simply wander around with a mulled wine.

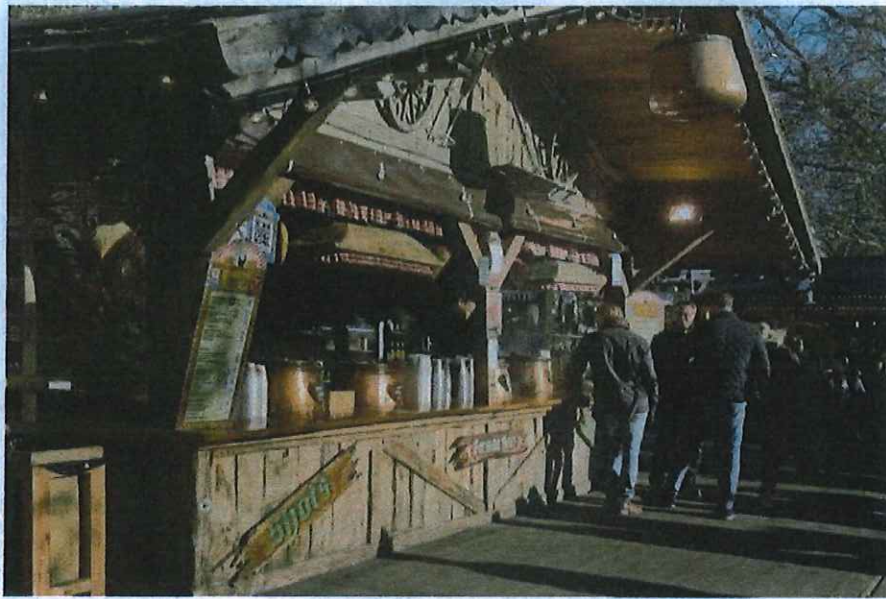
The main parts of the Bavarian Village consist of the Village itself, Café Bavaria, The Music Hall and a new Double Decker Café.

### ***Bavarian Village***

---

The external area of the Bavarian Village (see attached plan) will consist of many different stalls, bars and outside seating options. There will also be a 30m diameter open-sided rotunda that will allow for some undercover seating with a bar in the centre. Please see attached drawings of example configurations of cafes and bars serving alcohol in this area.





### *Café Bavaria*

---

Café Bavaria is an indoor, double-decked bar that houses a series of small booths that accommodate 6-8 people each. An incredibly authentic experience, it is a great destination for those wishing to enjoy a quiet, cosy drink.

The upper level of Café Bavaria is available for hire as a private event space.

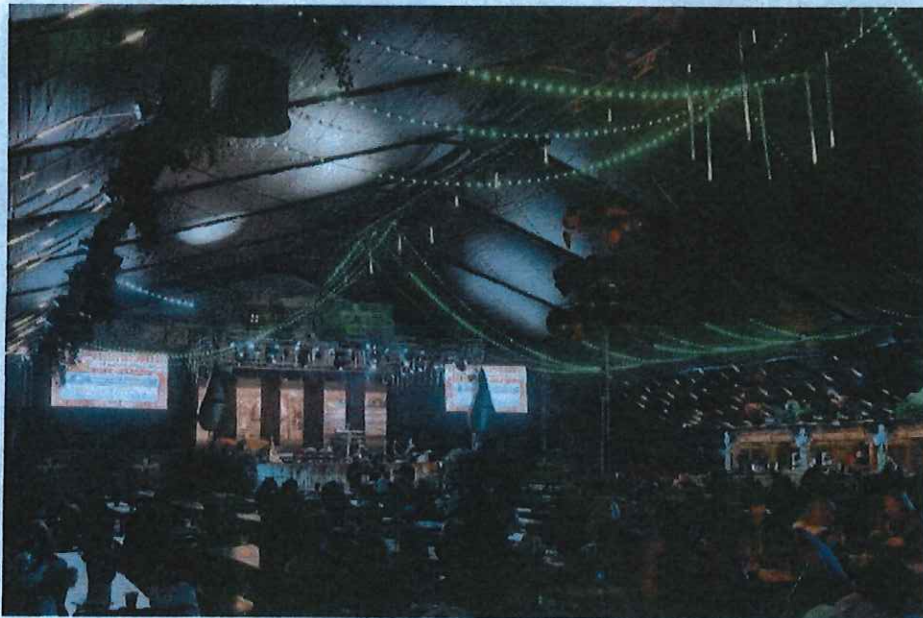




### *The Bavarian Hall*

---

Following on from the traditions of the German Beer Kellar, the Bavarian Hall is an indoor experience that houses bars, a full restaurant, a live music stage and bench style seating. The Bavarian Hall is the only area within the Bavarian Village that requires a capacity count.





*New Double Decker Café (Currently in Construction)*

---

Similar to Café Bavaria, the new proposed Double Decker will have seating upstairs and downstairs with one main bar serving from both the front and back.



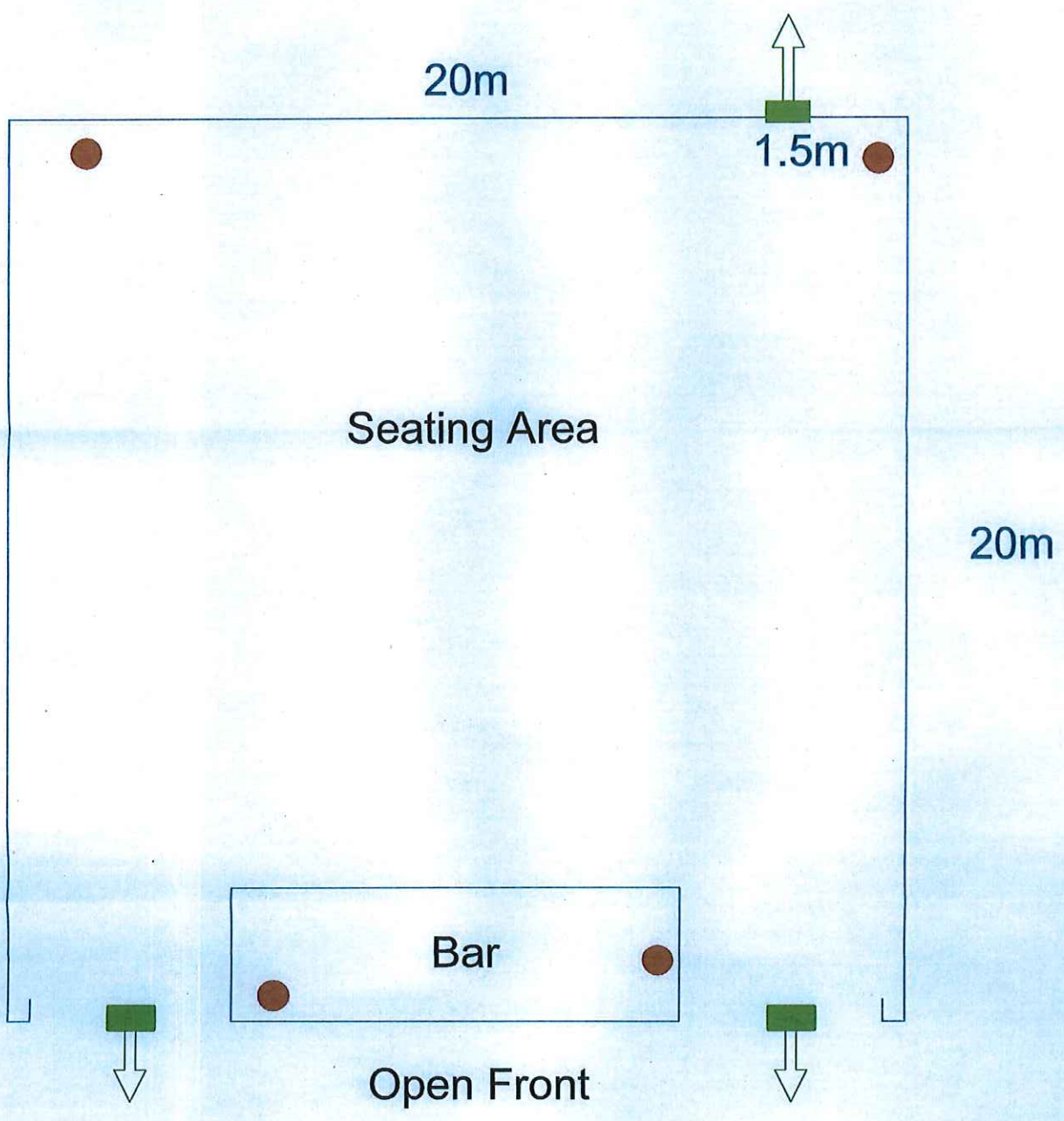


# Bavarian Village

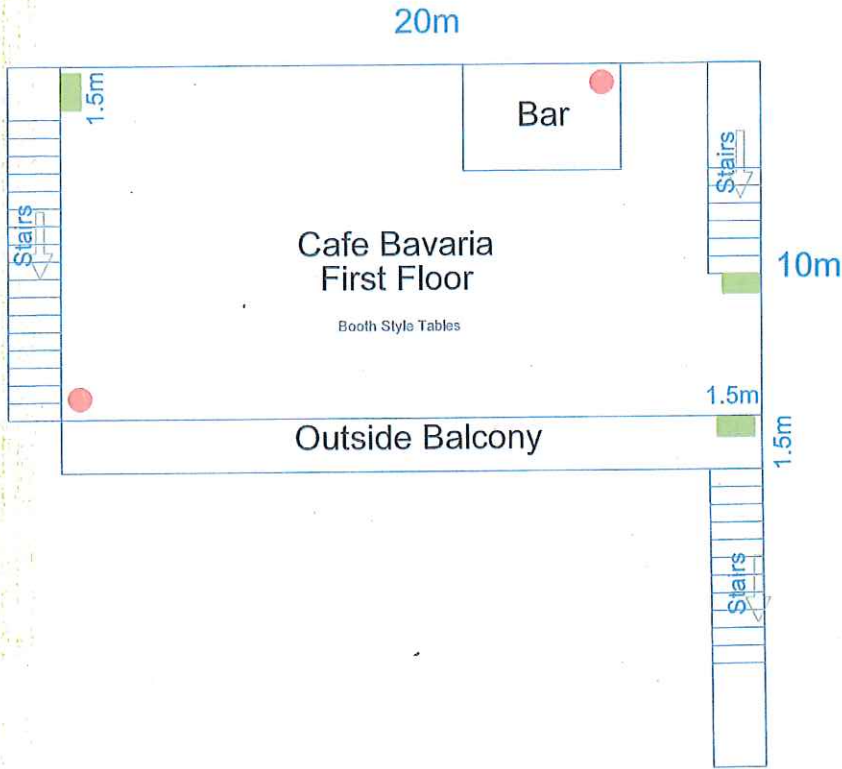
## Example Bar

1:100 @ A3

- Fire Extinguisher
- Fire Exit Signs
- ⇨ Emergency Exits

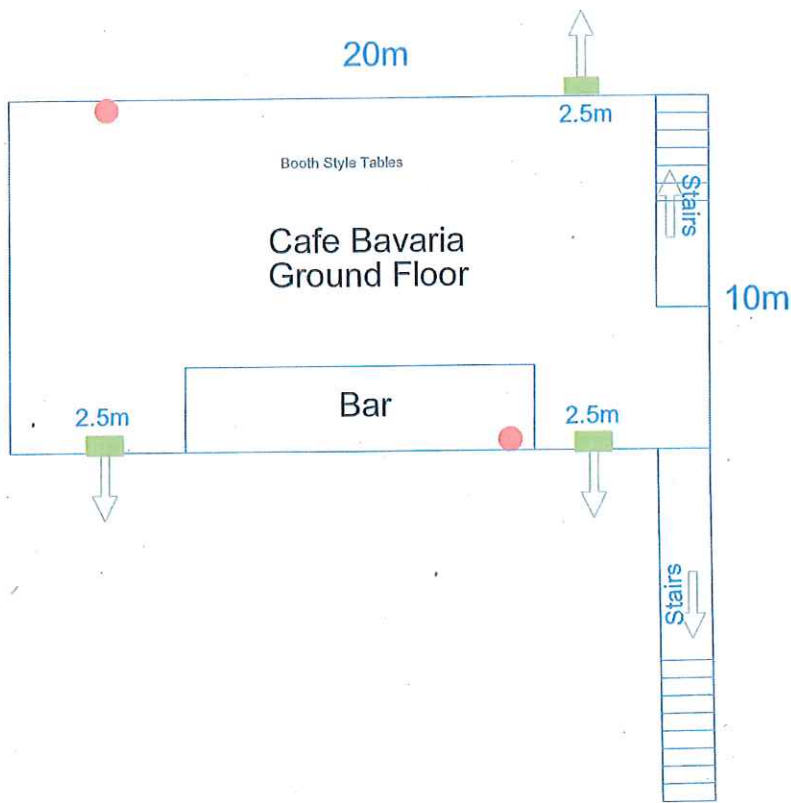


# Bavarian Village Cafe Bavaria Internal Plan

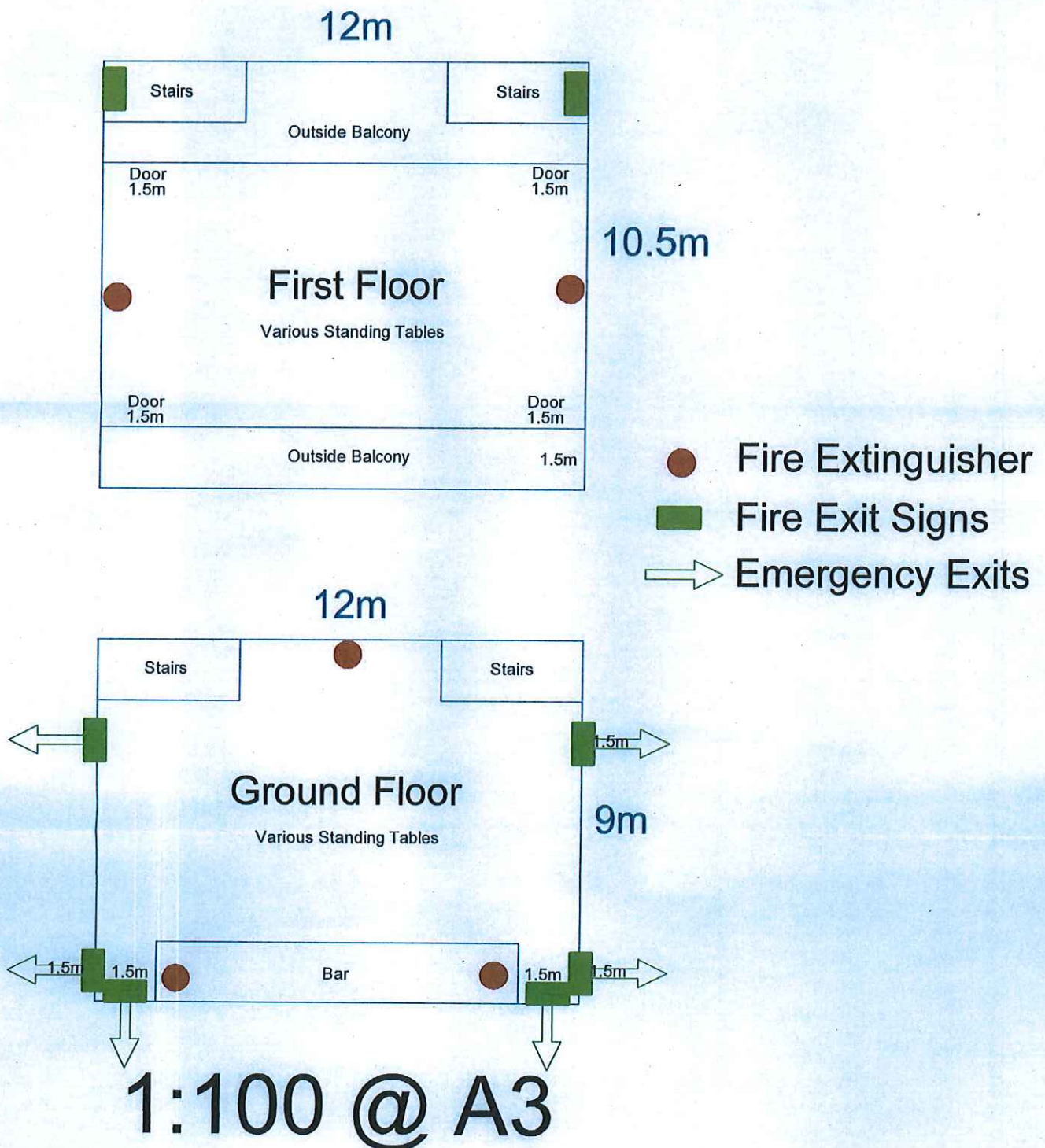


- Fire Extinguisher
- Fire Exit Signs
- ⇨ Emergency Exits

1:100 @ A2



# Bavarian Village Double Decker Internal Plan

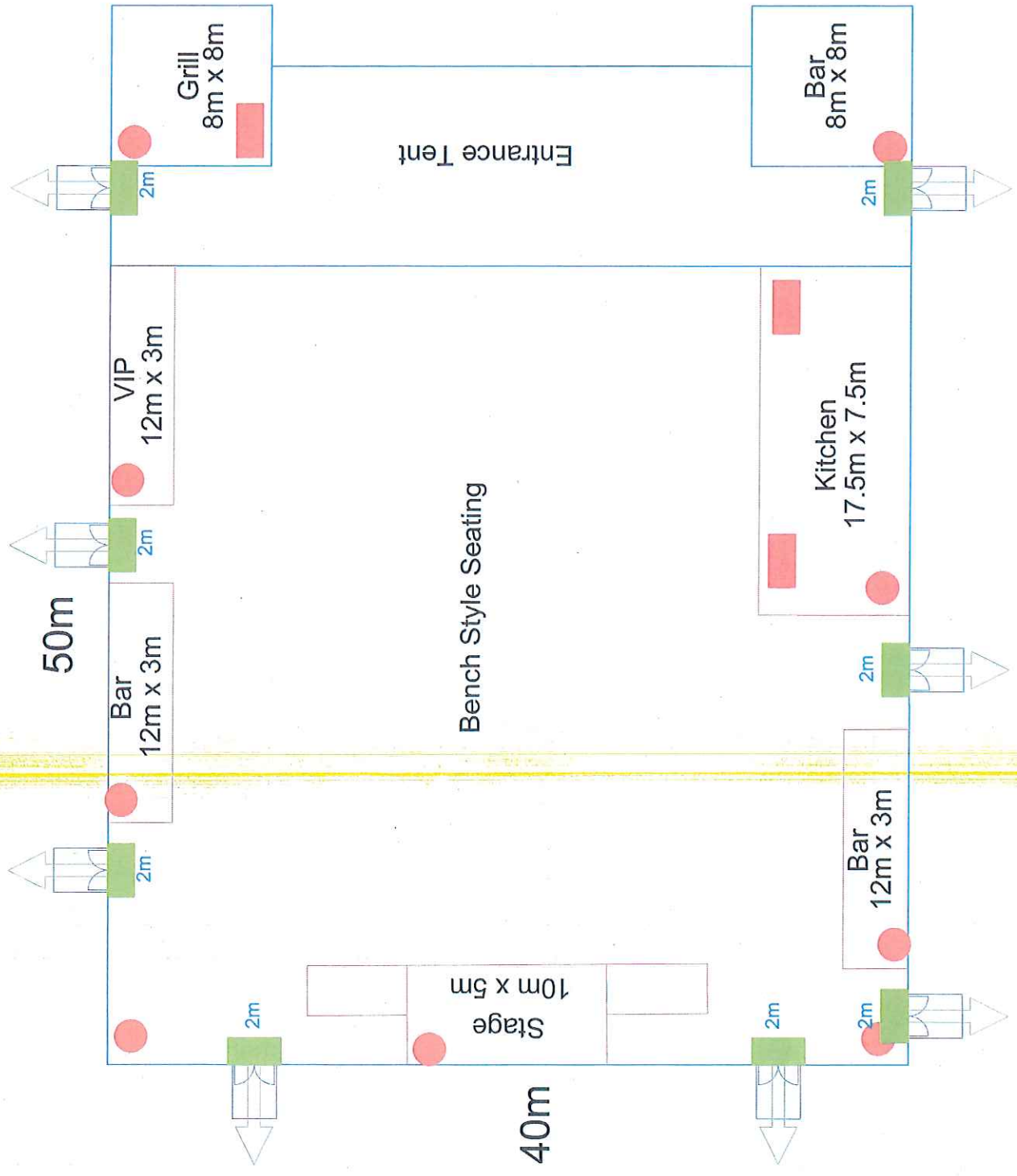


-  Fire Blanket
-  Fire Extinguisher
-  Fire Exit Signs
-  Emergency Exits

Open Front - Controlled by crowd barrier

# Bavarian Village The Bavarian Hall

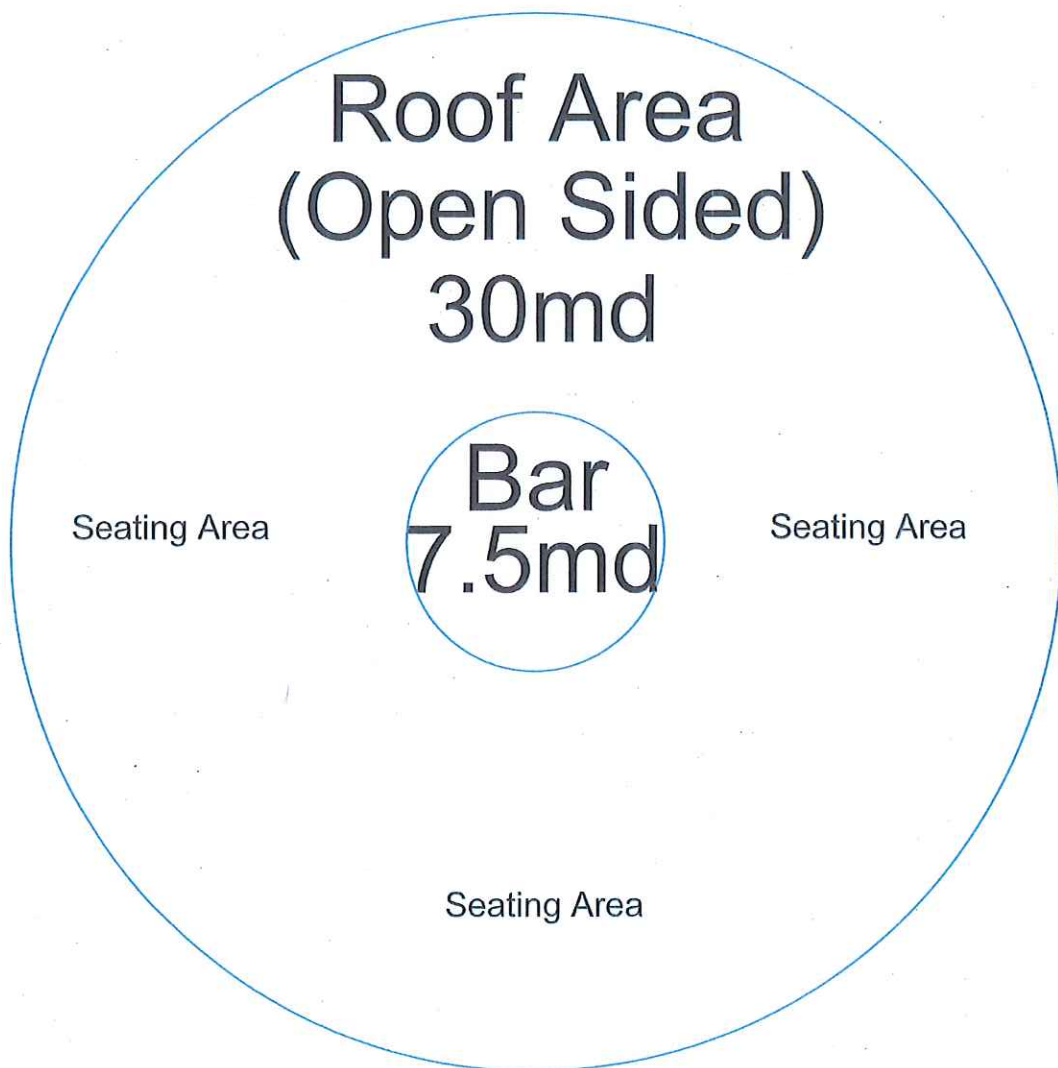
1:100 @ A1

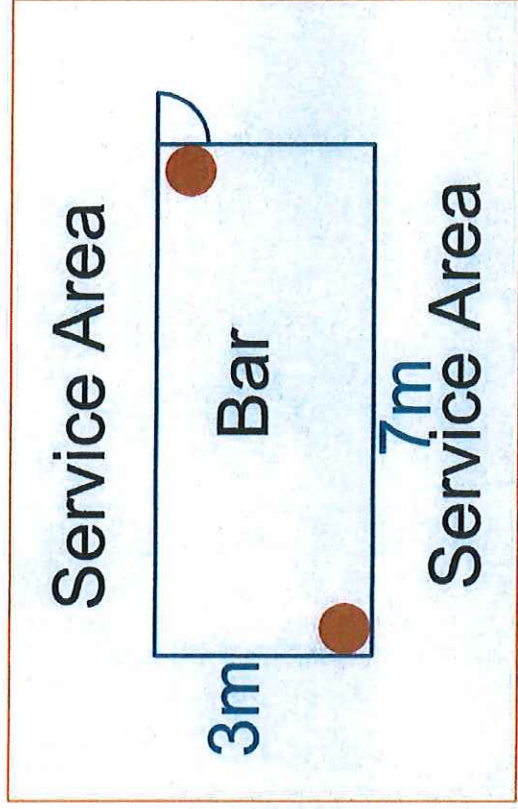
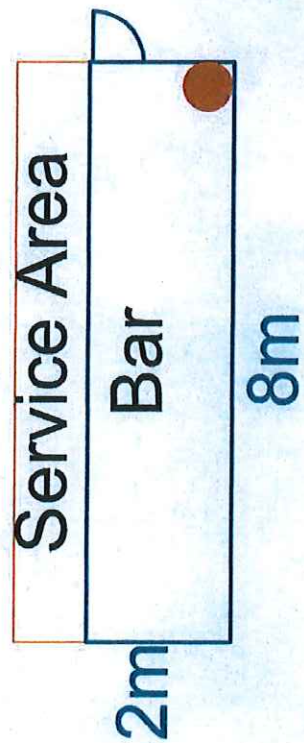
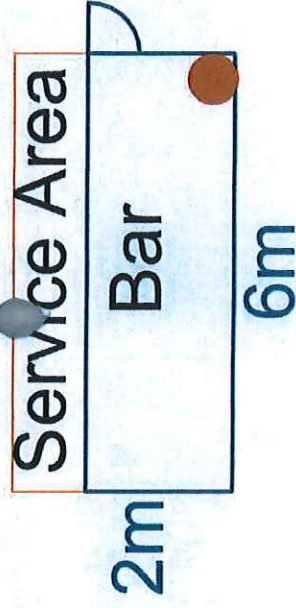


Bavarian Village  
Example Bar  
Rotunda

1:100 @ A2

● Fire Extinguisher





## Bavarian Market Cafes & Bars

1:100 @ A4

- Fire Extinguisher
- Fire Blanket

## Example Sizes & Configurations

### *Appendix e: House of St. Nicolas*

---

This traditional German pub sells food and drink including Bratwurst and beer.

It has become very popular due to its animatronic singing moose that sits at the peak of the roof.

Although there are tables and chairs undercover in this venue, the front is mostly left open.







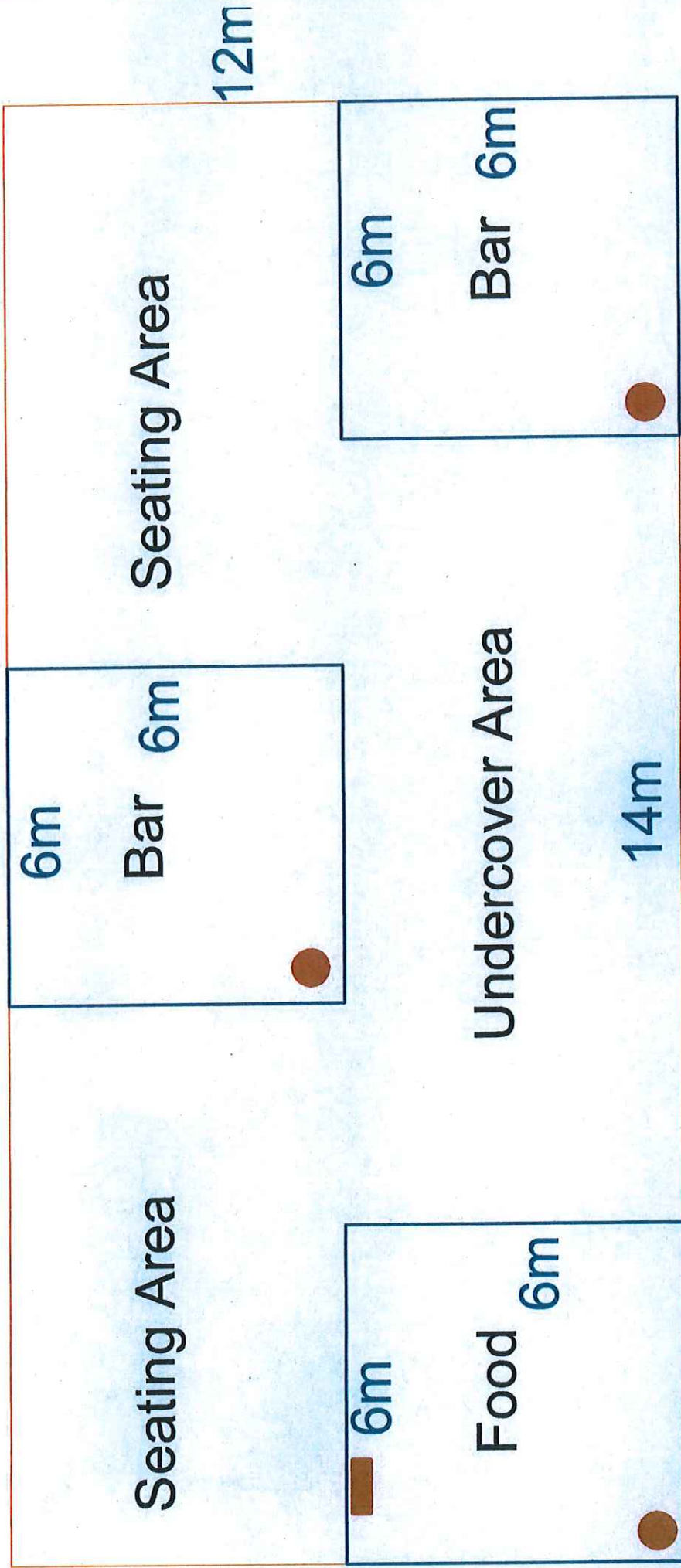
# HOUSE OF ST. NICOLAS

1:100 @ A4

● Fire Extinguisher

■ Fire Blanket

26m



### *Appendix f: The Carousel Bar*

---

Themed as a 1950's style Diner, the Carousel Bar is an open fronted structure that houses a slow revolving Carousel style bar in the centre.

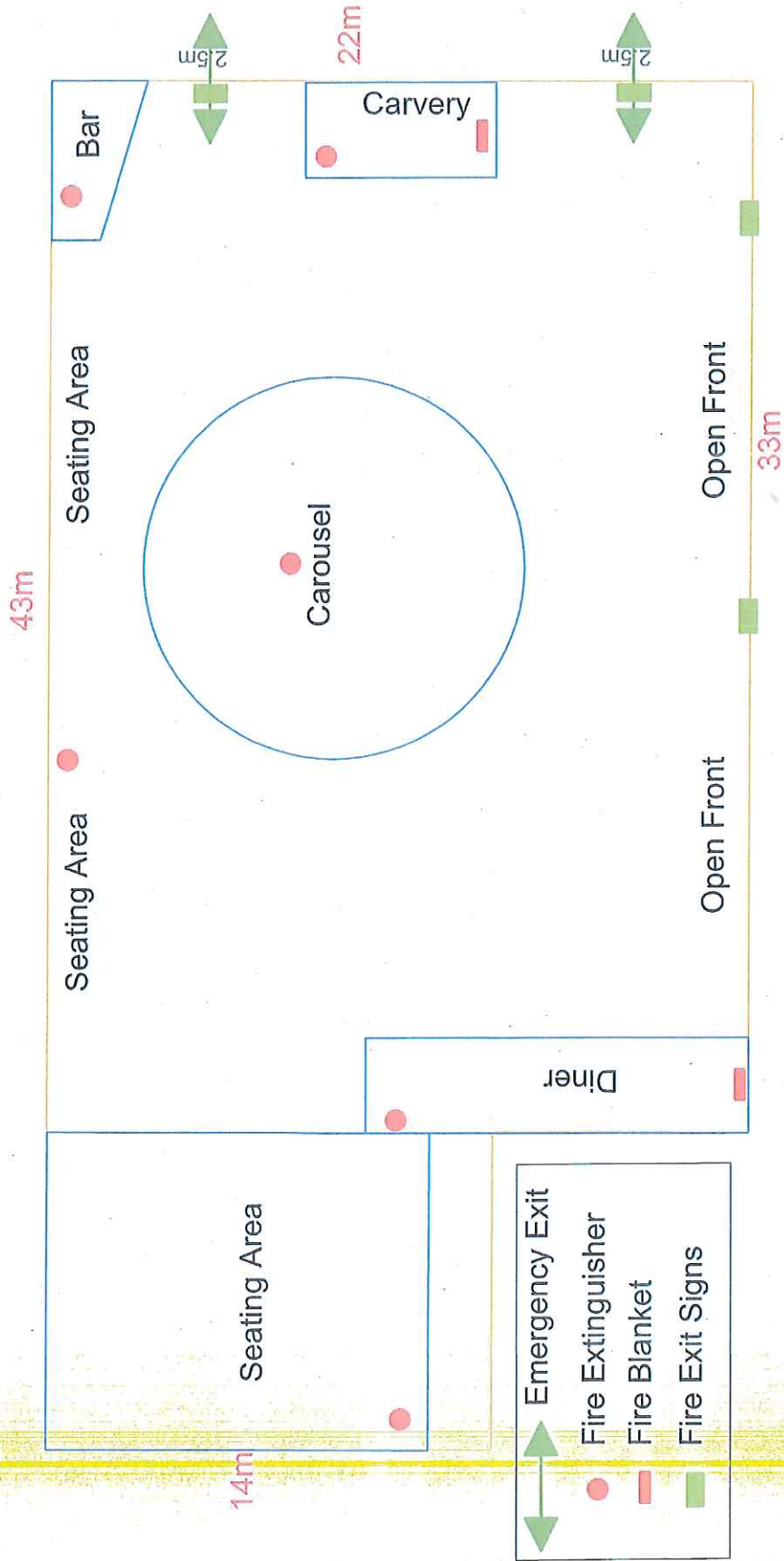
It also serves a variety of food options included Hot Dogs, American style Burgers and Fries.





# CAROUSEL BAR

## 1.100 @ A2

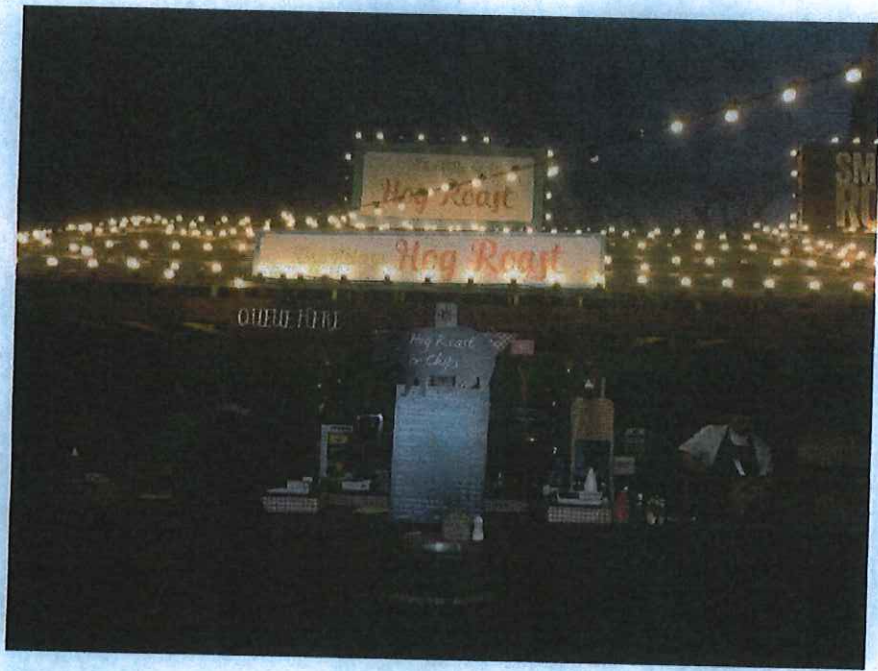


### *Appendix g: Star Tavern*

---

The Star Tavern is a small Dickensian themed English pub with adjacent food stalls. It is open sided and also has a small stage to its right for a live pub-style band. The food stalls are traditionally English fair including fish and chips, hog roast and turkey legs.







KEY

- Foam fire extinguisher - 9ltr (AFFF)
- CO2 fire extinguisher - 5kg
- Wet chemical (class F) - 21l
- Fire blanket - light duty
- X Emergency light
- X Halogen light



### *Appendix h: The Fire Pit*

---

The Fire Pit is a cosy area with a bespoke fire pit built into the centre of an undercover seating area that has fully open sides. In front of the fire pit is a small stage for an Abba-style tribute band. There are also smaller fire pits around the area that allows for marshmallow toasting. The whole area is serviced by food stalls selling pizzas, chips and dips and pulled pork.



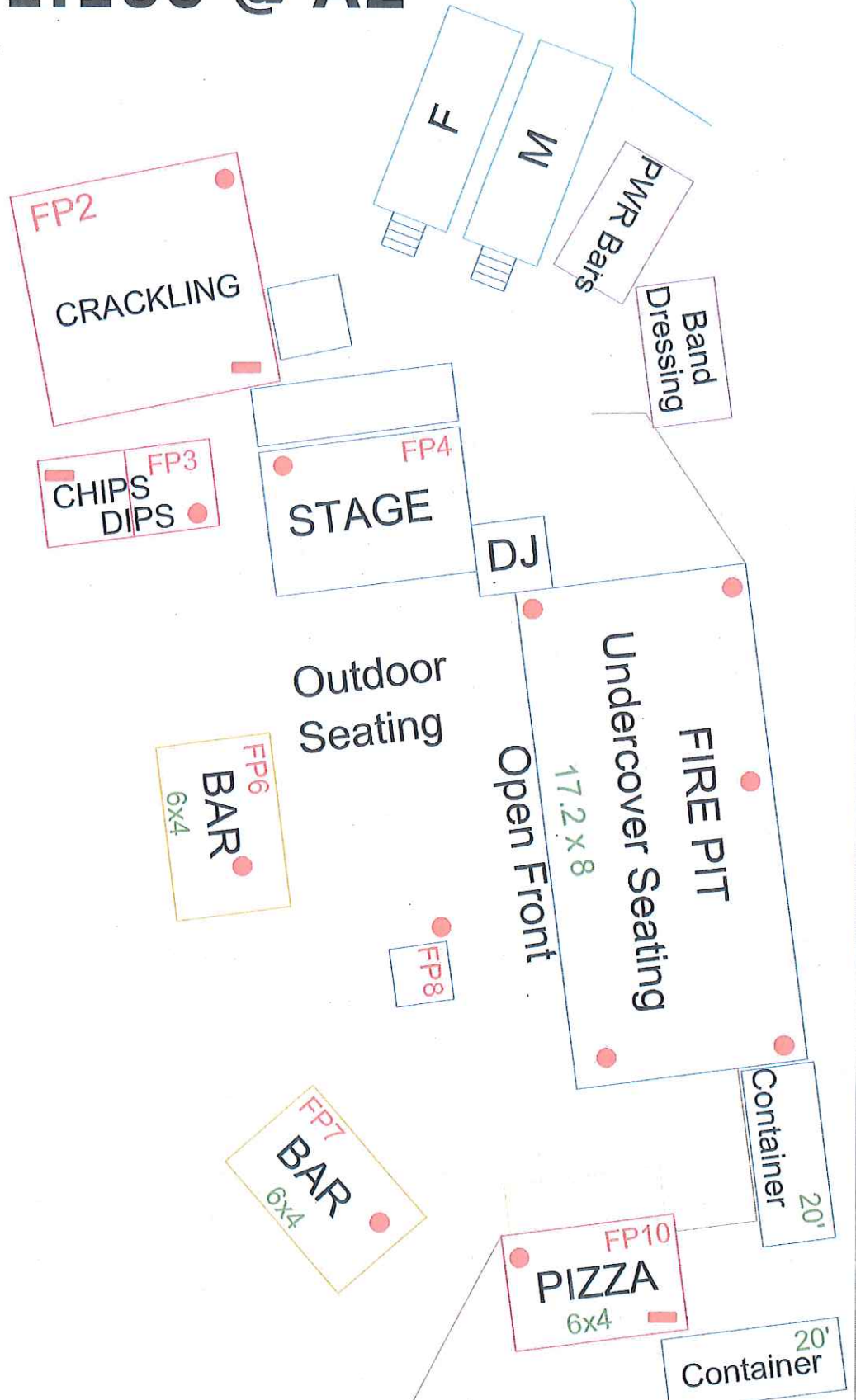




# THE FIRE PIT

## 1:100 @ A2

- Fire Extinguisher
- Fire Blanket



### *Appendix i: The Mirror Bar*

---

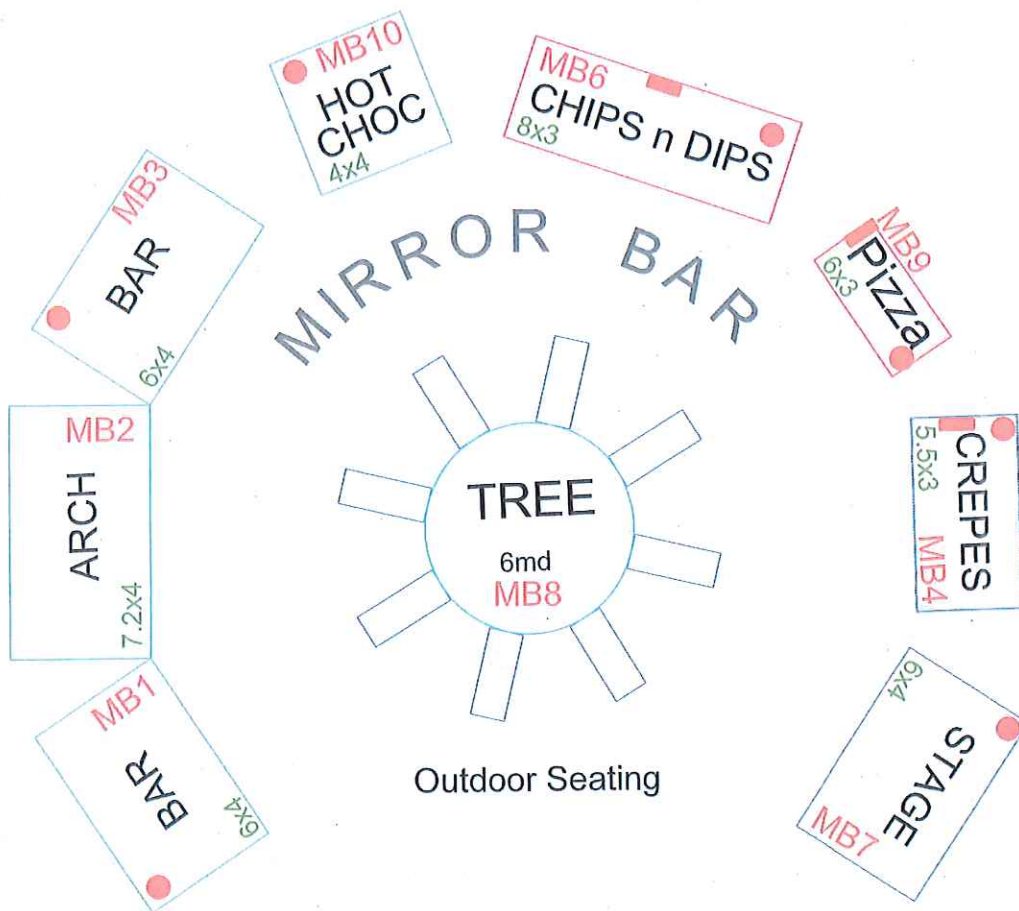
Formed in a circular shape with a large Christmas Tree in the centre, The Mirror Bar is an outdoor seating area that is serviced by two bars, a live stage for a pub-style band and food outlets including pizza, crepes and chips.



# THE MIRROR BAR

## 1:100 @ A2

- Fire Extinguisher
- Fire Blanket



### *Appendix j: Bar Ice*

---

Housed within the structure of the Magical Ice Kingdom, Bar Ice is a pre-bookable attraction that allows people to experience the novelty of sub-zero temperatures in a bar where everything is made out of ice – even the glasses themselves!

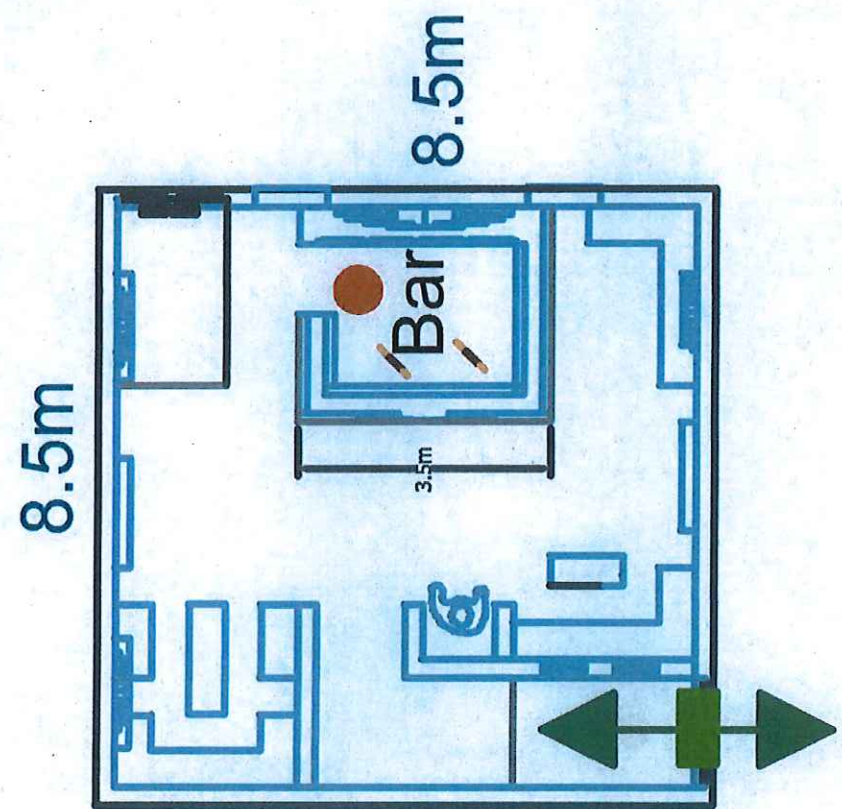
Each ticket includes one free drink (alcoholic or non-alcoholic) and allows the visitor to stay in the ice bar for one session of 30 minutes.





# Bar Ice

1:100 @ A4



● Fire Extinguisher

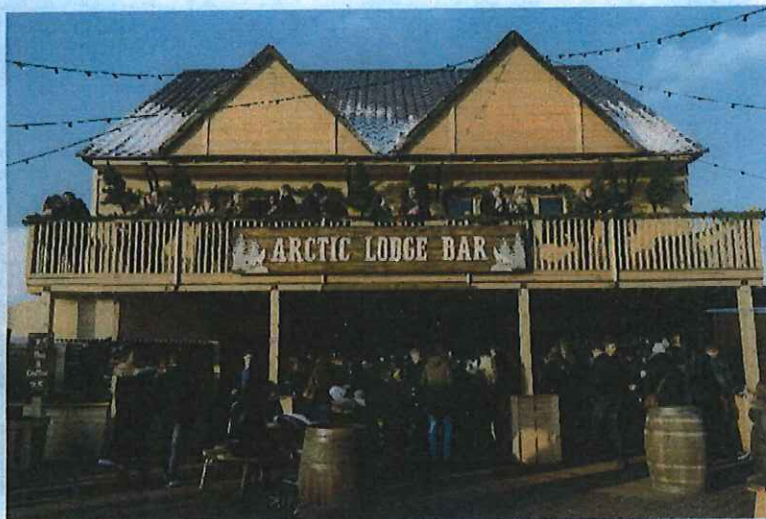
↔ Emergency Exits

■ Emergency Exit Signs

### *Appendix k: The Arctic Lodge*

---

Themed as an alpine ski lodge, The Arctic Lodge Bar is a two-storey structure that has bars on both levels and a balcony. There is also an extensive seating area in front of the lodge that includes food grills, a small stage for a live band and small 'hobbit houses' for people to sit in.



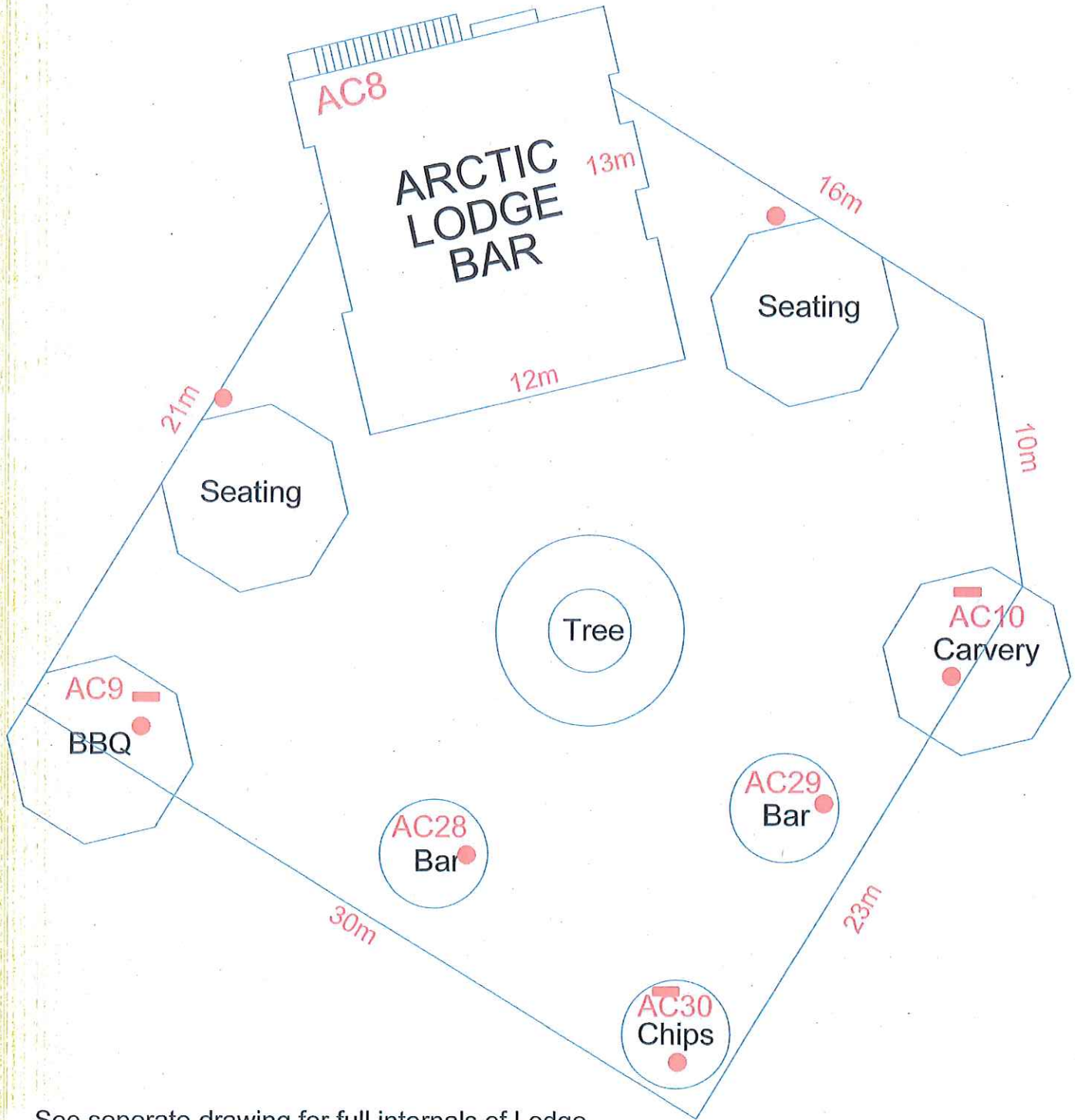


# THE ARCTIC LODGE BAR

1:100 @ A2

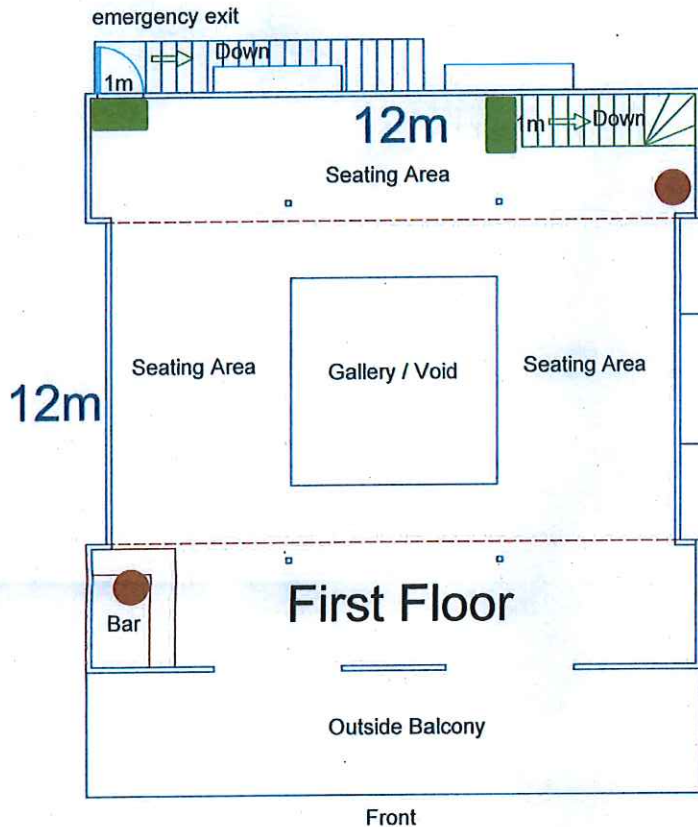
## FULL AREA

- Fire Extinguisher
- ▬ Fire Blanket

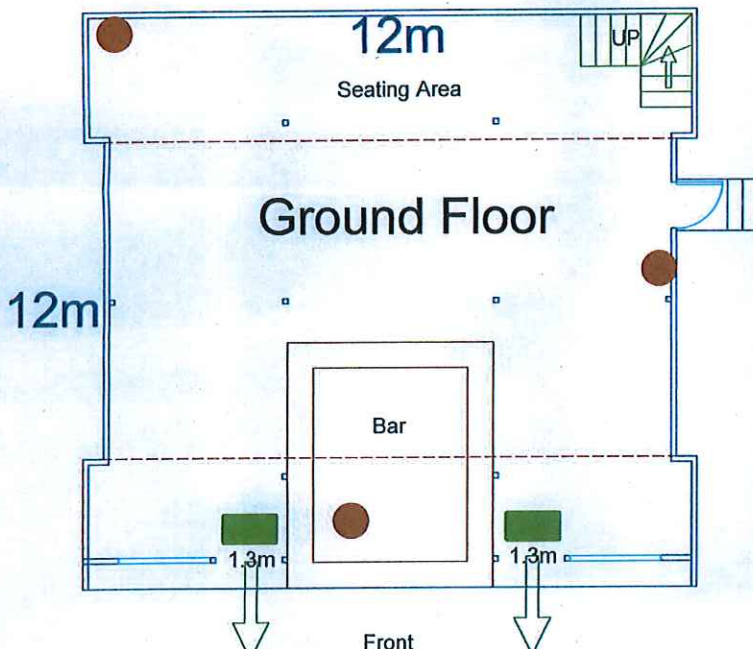


See separate drawing for full internals of Lodge

# The Arctic Lodge Bar Internal Plan



- Fire Extinguisher
- Fire Exit Signs
- ➔ Emergency Exits



1:100 @ A3

### *Appendix I: The Etagen Cafe*

---

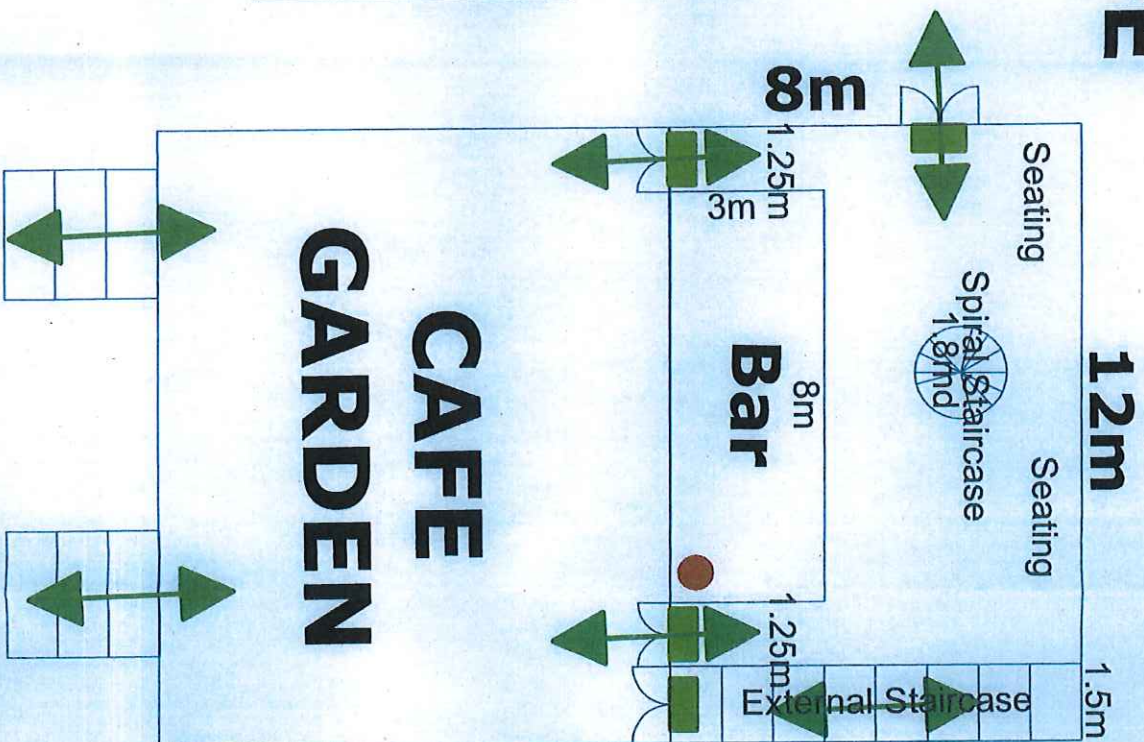
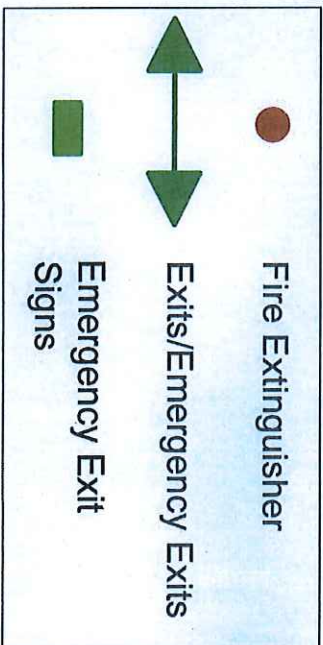
The Etagen Café is a double decked structure with a large outdoor seating area in front of it. It has bars on both levels with a limited amount of indoor booths and sofas.





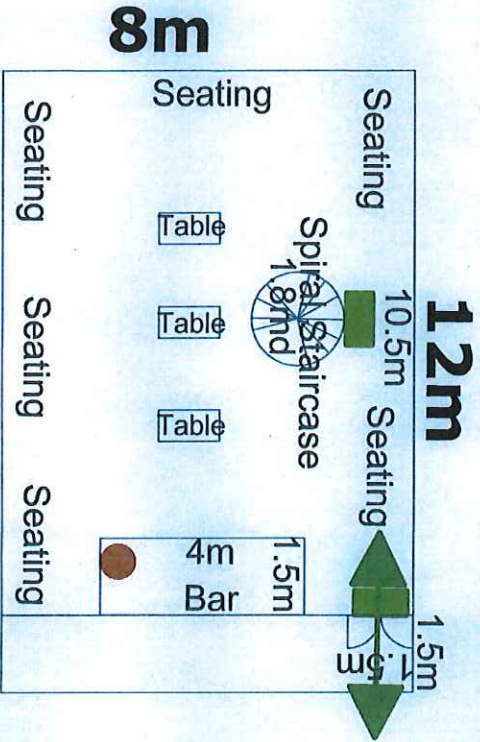
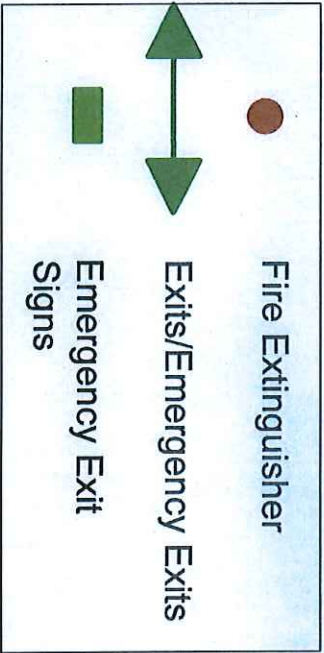
# ETAGEN CAFE GROUND FLOOR

1:100 @ A3



# ETAGEN CAFE 1st FLOOR

## 1:100 @ A3

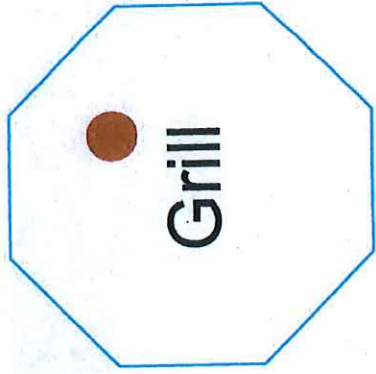


### *Appendix m: The Pyramid Bar*

---

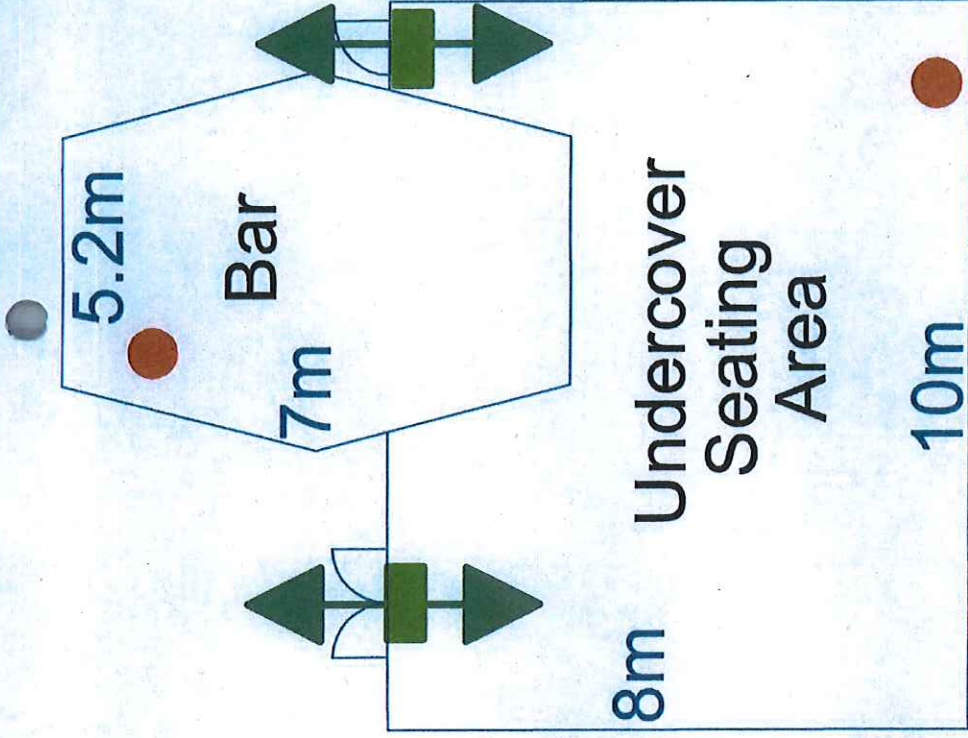
The Pyramid Bar is a cosy bar that serves mainly externally, but with a small number of tables undercover. It is also accompanied by an adjacent sausage grill.





# Pyramid Bar & Grill

1:100 @ A4



● Fire Extinguisher

■ Fire Blanket

↔ Emergency Exits

■ Emergency Exit Signs



### *Appendix n: The Feuerzangenbowle Bar (Still in Construction)*

Serving a specialty German mulled wine, The Feuerzangenbowle Bar will serve from all sides of a square bar that will be topped by a large LED lit Christmas Tree.

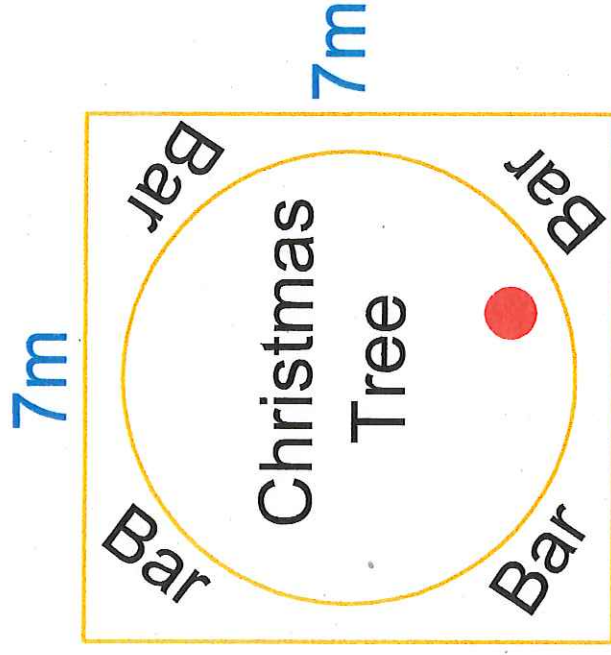
There is no internal seating although some external high stools may be available.



# The Feuerzangenbowle Bar

1:100 @ A4

● Fire Extinguisher



### ***Appendix o: Circus Circus Bar (In Construction)***

---

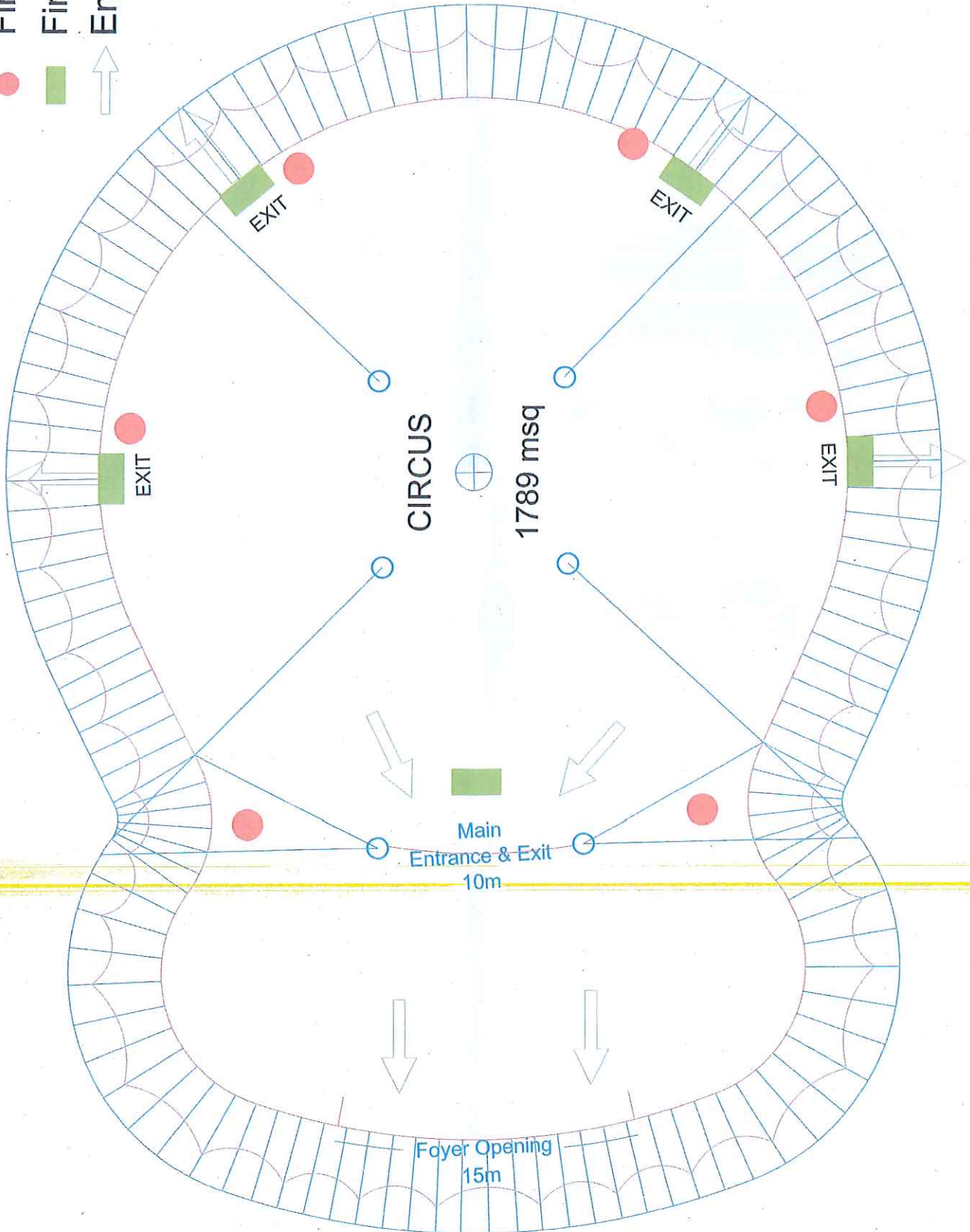
Around the area heavily Circus themed area of Winter Wonderland will be the Circus Circus Bar.

This will be a 10m x 12m oval shaped circus tent with the majority of it's walls left open. There will be some internal seating as well as undercover 'standing' space within the circus theme.

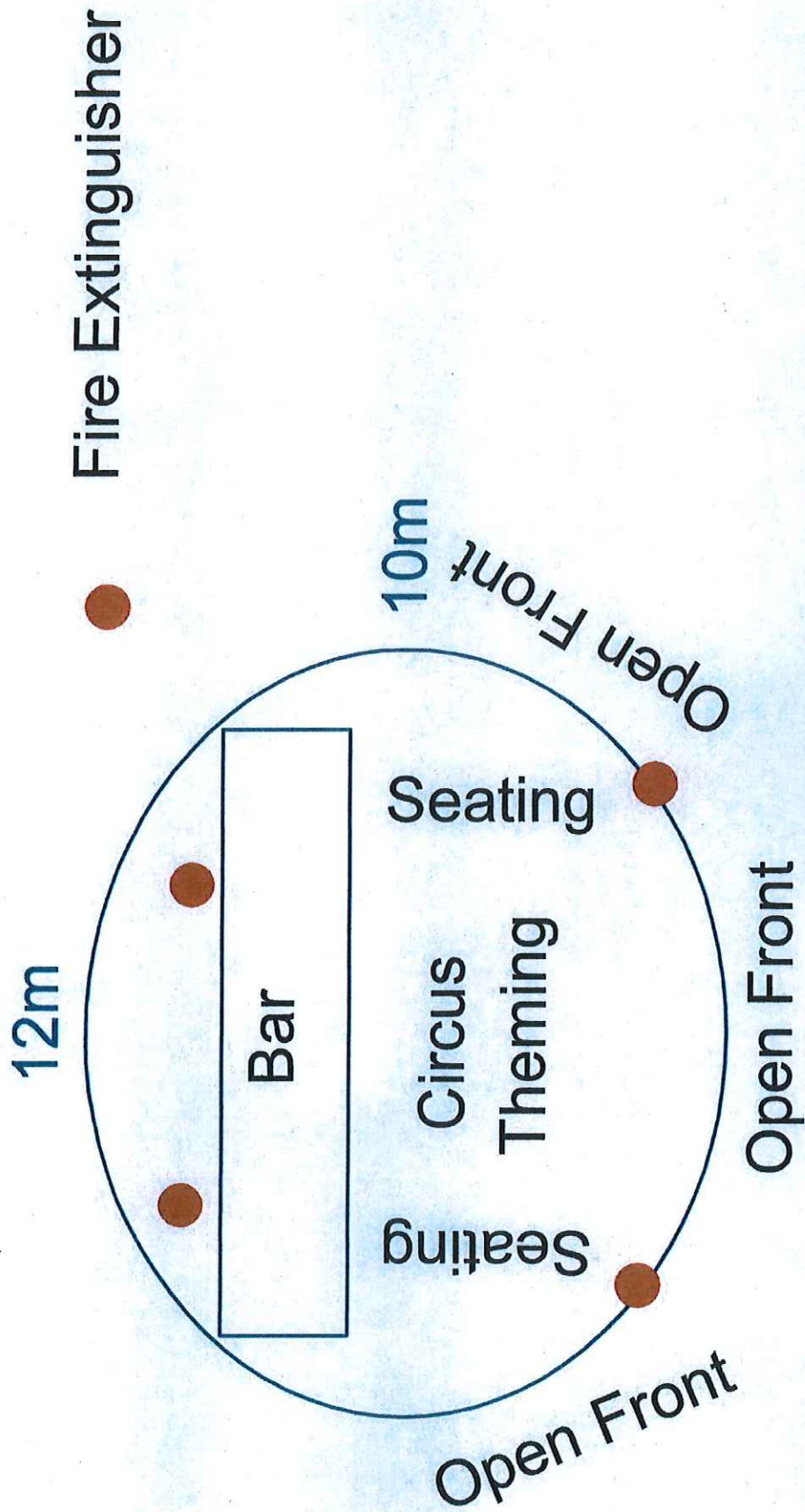


- Fire Extinguisher
- Fire Exit Signs
- ➔ Emergency Exits

Circus  
1:100 @ A1



# Circus Circus Bar 1:100 @ A4



### *Appendix p: Santa's Pub & Sausage Grill*

---

Santa's Pub is a small, intimate bar that forms part of a primarily outdoor seating area with the Sausage Grill.

The pub itself serves from the front, with limited high tables behind. The main garden area adjacent has long tables and guests can enjoy traditional German bratwurst sausages with their drinks.

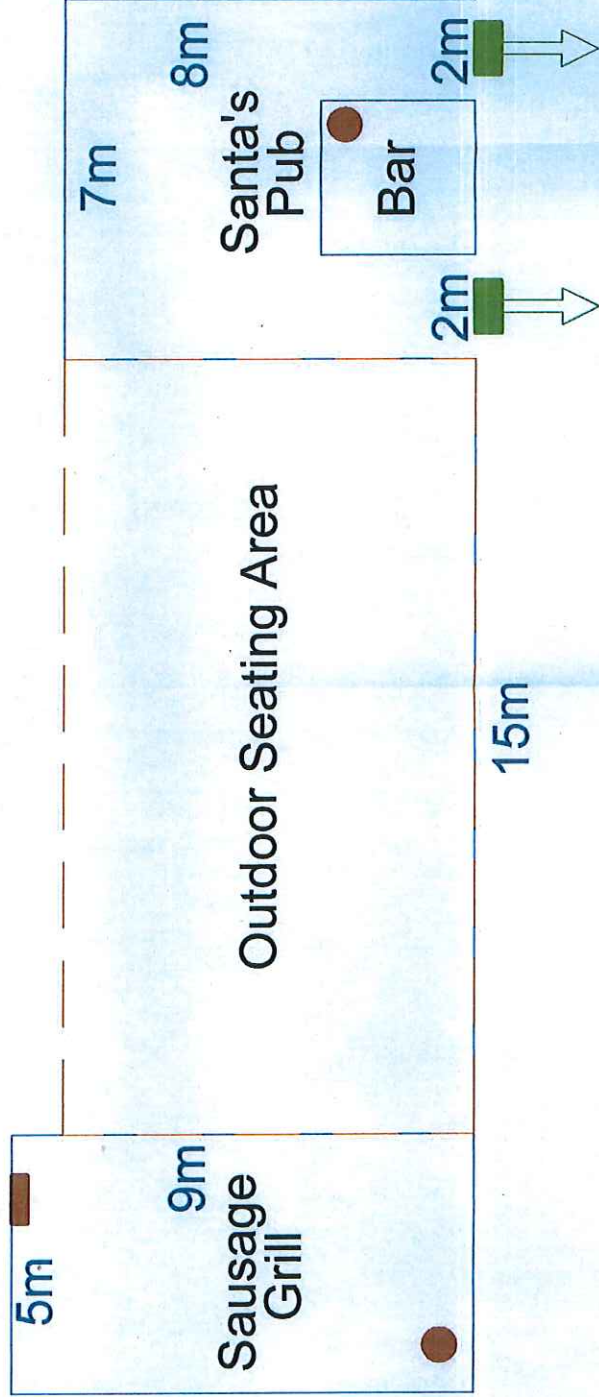




# Santa's Pub & Sausage Grill

## 1.100 @ A3

- Fire Extinguisher
- Fire Blanket
- Fire Exit Signs
- ⇨ Emergency Exits





### *Appendix q: Bratwurst Restaurant*

---

The Bratwurst Restaurant is a restaurant and bar area that incorporates both indoor and outdoor seating. The restaurant itself has a bar, sausage grill and indoor seating, whereas the adjacent garden area incorporates a lighthouse style bar and outdoor seating.

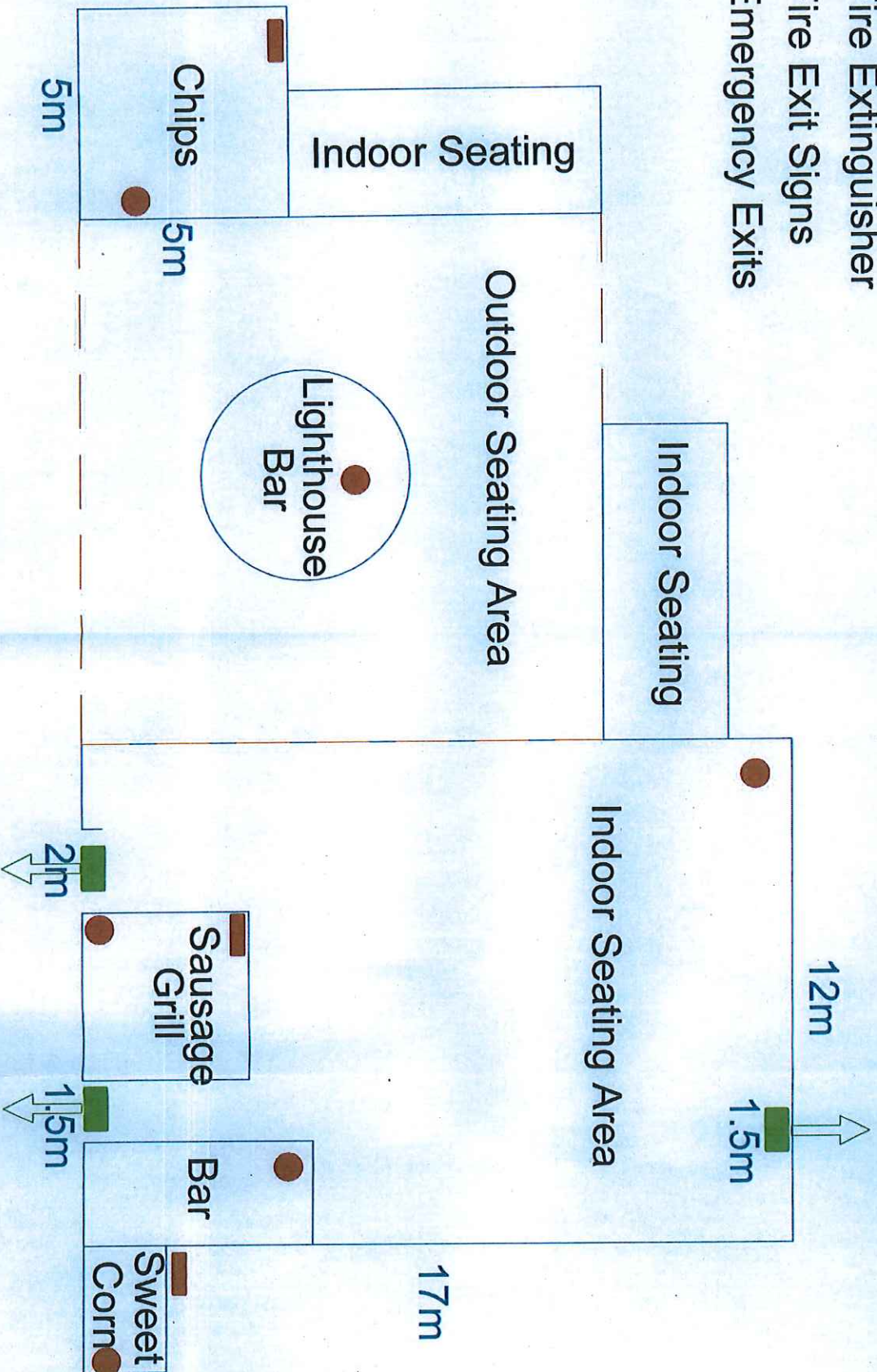




# Bratwurst Restaurant

## 1.100 @ A3

- Fire Blanket
- Fire Extinguisher
- Fire Exit Signs
- ⇨ Emergency Exits



## Appendix q: Cirque Berserk

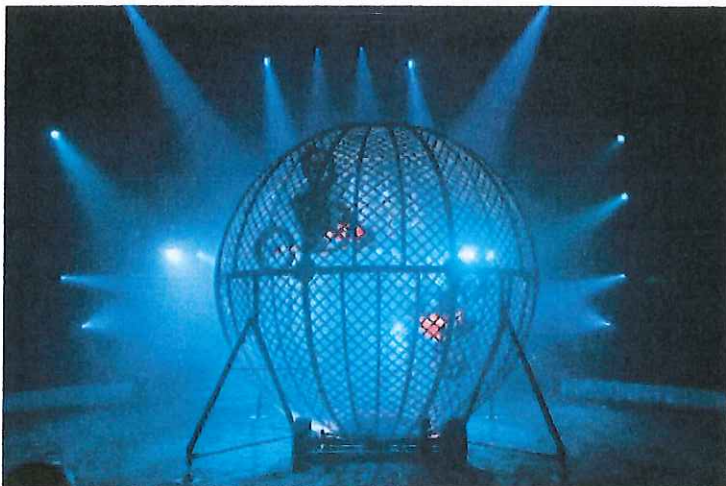
---

Housed within the big top of Zippos Circus, Cirque Berserk is a contemporary thrill show for the evening crowd featuring the most fast-paced and dangerous circus acts in the world.

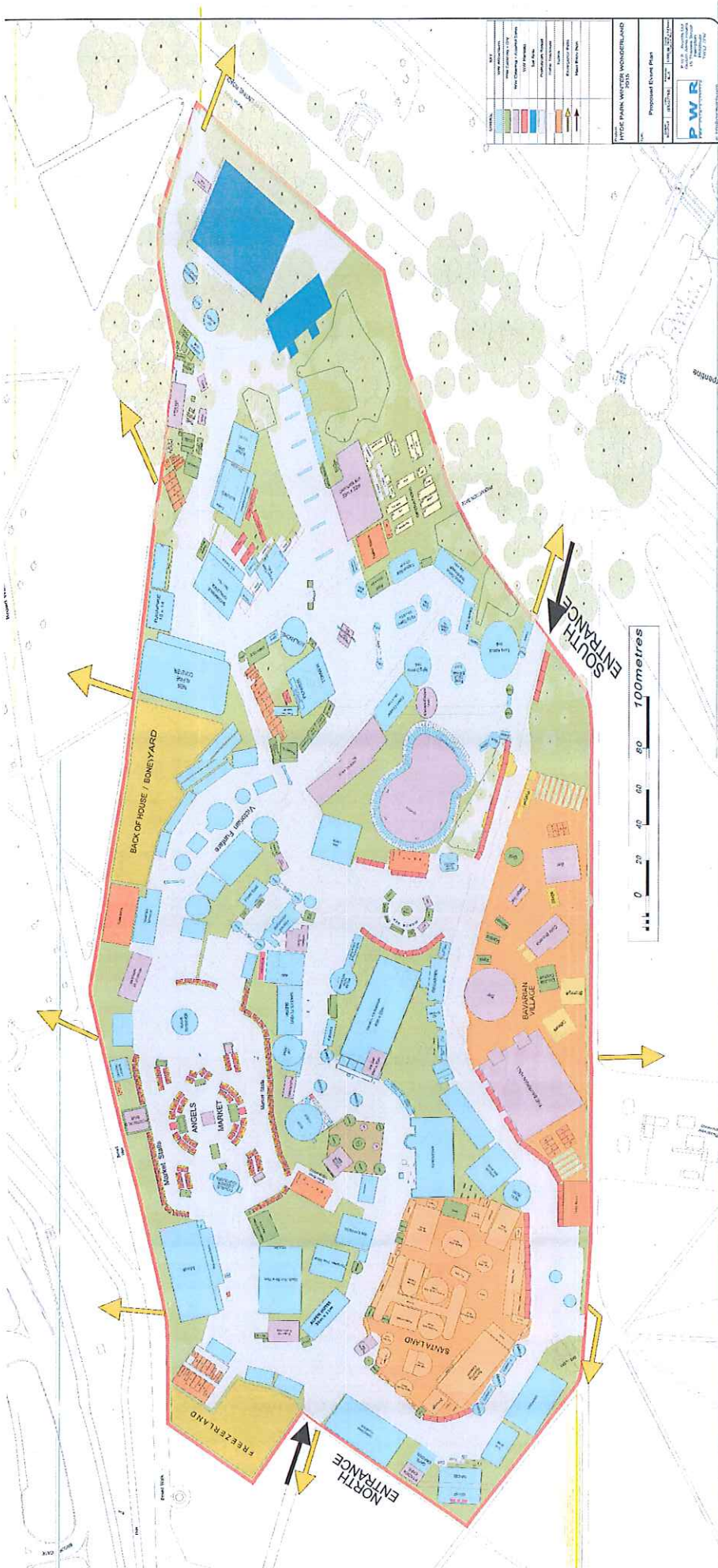
At peak time there are x3 performances of Cirque Berserk per evening starting at 7pm. Each performance lasts for approximately 40 minutes.

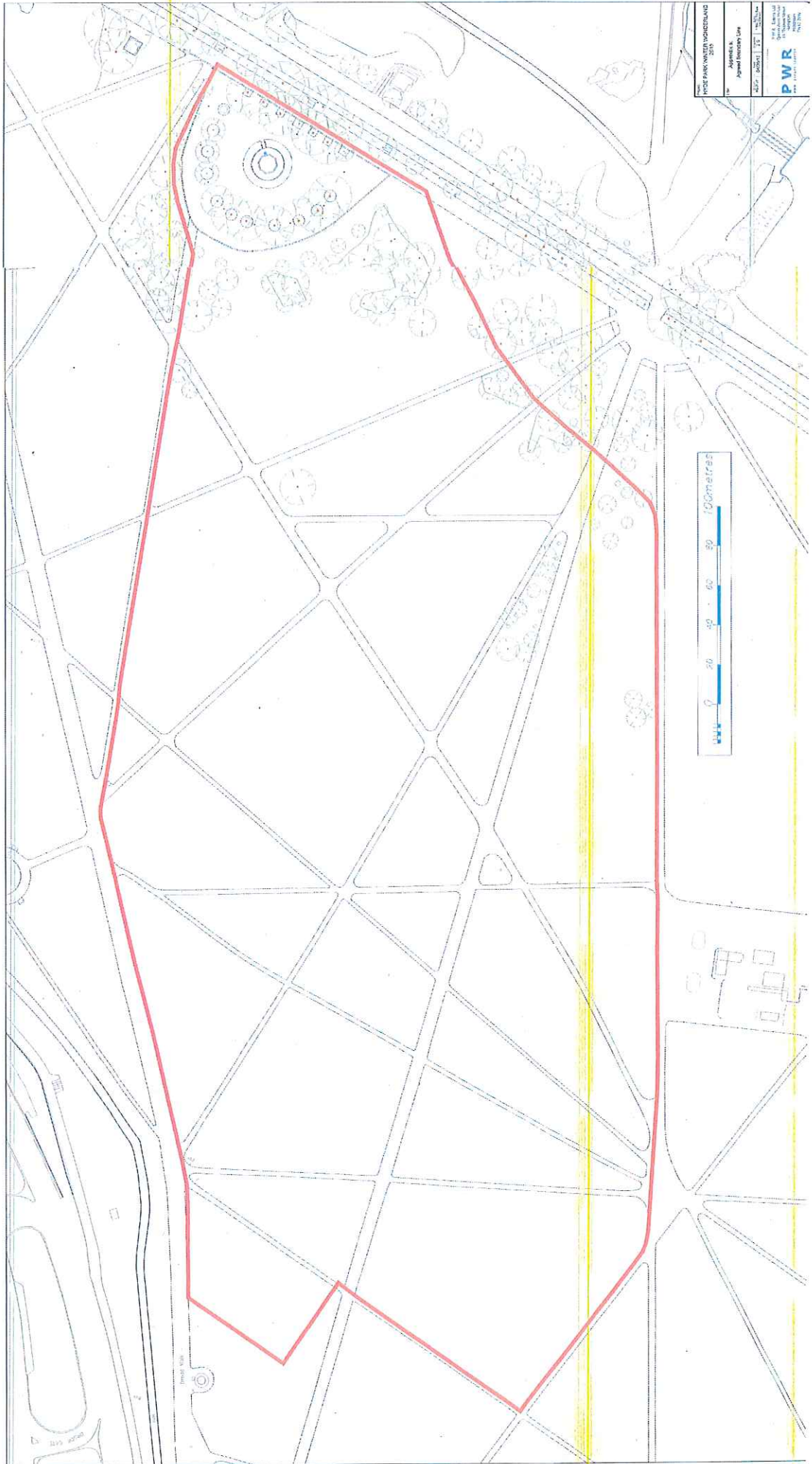
For these evening shows guests are able to buy general admission seats (capacity is set at 1,150) or they are able to buy a VIP package which includes a private box that seats x4 people, chocolates and a bottle of champagne. There is capacity for up to x35 boxes per performance.

The champagne is served by waiters at the box. No champagne bottles are permitted to leave the Circus after the performance.

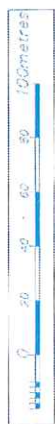








HOSE PARKWAY WOODSTOCKLAND  
2010  
Agency:  
Approved by:  
P.W.R.  
2010



**CITY OF WESTMINSTER****MEMORANDUM**

---

**TO** Licensing Officer  
**REFERENCE** 15/05510/LIPN

---

**FROM** Environmental Health Consultation Team  
4<sup>th</sup> Floor West, City Hall  
**REFERENCE** 15/0026174/EHCT  
**TELEPHONE** 0207 641 2788  
**BEING DEALT WITH BY** Sally Thomas  
**EMAIL** sthomas4@westminster.gov.uk  
**DATE** 31<sup>st</sup> July 2015

---

**Licensing Act 2003****Winter Wonderland, Hyde Park, Serpentine Road, London, W2 2UH**

I refer to the application for a new Premises Licence for the above premises. The space does benefit from a Premises Licence (14/06585/LIPDPS) and for the Winter Wonderland event previously (13/06474/LIPV)

The applicant has submitted various layout plans:

Bratwurst Restaurant, Bavarian Village, House of St Nicolas, Pyramid Bar, Etigen Café, The Artic Lodge Bar and Bar Ice. Other bars and restaurants have been referred to however, layout plans have not been submitted. A boundary plan has also been submitted.

The licence applies not before the Friday of the second weekend in November to no later than the Sunday of the 3<sup>rd</sup> weekend in January.

This representation is based on the plans and Operating Schedule submitted.

The applicant is seeking the following licensable activities across the site within the boundary line:

1. The Supply of Alcohol for consumption both 'on' and off the premises Monday to Sunday 10:00-22:00 hours.
2. To provide the following Regulated Entertainment indoors and outdoors on Monday-Sunday from 10:00-22:00 hours: Plays, Films, Live Music, Recorded Music, Performance of Dance and anything similar.

I wish to make the following representations in relation to the above application:

1. The Supply of Alcohol will have the likely effect of causing an increase in Public Nuisance in the area, and may impact upon Public Safety.



2. The provision of Regulated Entertainment will have the likely effect of causing an increase in Public Nuisance in the area, and may impact upon Public Safety.

The applicant has provided additional information and conditions with the operating schedule which are being considered but does not fully address the concerns of Environmental Health.

**The granting of the new Premises Licence as presented would have the likely effect of causing an increase in Public Nuisance in the area and may impact on Public Safety.**

Should you wish to discuss the matter further please do not hesitate to contact me.

Sally Thomas  
Environmental Health Officer

26/08/15

The grant of this premises licence will be subject to the current premises licence number 13/06474/LIPV being surrendered by the premises licence holder. Before this one comes into operation.

EH agree

11. The Premises Licence shall only have effect from the Friday of the second week in November in each year and shall cease no later than the Sunday of the third January the following year.

EH agree

12. When alcohol is sold at the event the following conditions shall apply to all bars, both for the public and in hospitality areas.

(a) Bars shall not be permitted to run price promotions, happy hours or other promotions designed to encourage excessive drinking. Not necessary as a condition, already a requirement under the Act.

(b) Bars shall be closed no later than the event finish time.

EH agree

13. Drinks shall not be sold or served in glass vessels or containers. They should also not be served in any measure greater than a pint. The exemptions to this are:

a) In designated controlled areas – such as in VIP or Hospitality areas – as pre-agreed by the Licensing Safety Advisory Group.

b) When alcohol is bought as a ‘gift’ in a sealed container, for the main purpose of being consumed off site.

EH agree

14. The Premises Licence Holder shall undertake reasonable prevention methods to deter members of the public from either bringing into or removing any alcohol from the licensed area, with the exemption of alcoholic ‘gifts’ that are permitted to be sold in the licensed area, in a sealed container, for the express purpose of being consumed off site.

Change to:

There shall be no alcohol consumed on site unless it is purchased on site.

No alcohol purchased on site shall be removed from site. With the exemption of alcoholic gifts in a sealed container for being consumed off site.

15. Substantial food and non-intoxicating beverages, including drinking water, shall be available throughout the permitted hours in all parts of the premises where alcohol is sold or supplied for consumption on the premises.

EH agree

16. At all locations where alcohol is sold, the name and contact telephone number of the Designated Premises Supervisor shall be displayed in a prominent position on the premises, so that is it clearly visible. ~~The Personal License Holder for each area where alcohol is sold will also be displayed.~~

Change to:

At all locations where alcohol is sold, the name and contact telephone number of the Designated Premises Supervisor shall be displayed in a prominent position on the premises,

26/08/15

so that it is clearly visible. The Personal License Holder and their contact details for each area where alcohol is sold will also be displayed.

55. There shall be a minimum of 3 Personal Licence Holders on site at any one time when the premises are open.

Change to: Each operator selling alcohol shall have a personal licence holder in the vicinity at all times.

17. The total square meter area of locations where alcohol is sold at the event shall not exceed any more than 30% of the site as a whole. The rest of the event shall be made up of 30% fairground style attractions, 30% Christmas Market and 10% Ice Rink.

EH agree, but will discuss at LSC.

26. A communication system must be provided to ensure the effective operation of the site under both normal and emergency evacuation conditions. The Premises Licence Holder must provide an adequate incident control centre and a rendezvous point for the Police and other emergency services.

EH agree

27. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster Police Licensing Team. To be agreed in advance as at Condition 20. All entry and exit points shall be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 31 day period.

No comment

28. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested. This is in addition to the operator of the CCTV system.

No comment

53. The Premises Licence Holder shall comply with all reasonable requirements of the Royal Parks, Westminster Police Licensing Team, Environmental Health Consultation Team, Westminster City Council, the London Fire and Emergency Planning Authority and the Metropolitan Police Service.

EH agree

**b) The prevention of crime and disorder**

Door supervisors

25. a, A minimum of 30 SIA licensed door supervisors shall be on duty at the premises at all times whilst it is open for business including the CCTV operators.

b, Of those there shall always be at least 8 Door Supervisors on duty at the Bavarian Village. (To be agreed depending on plan)

c, This number in the Bavarian Village shall be increased at a ratio of 1 Door Supervisor per 100 customers up to the maximum capacity of the premises in accordance with the schedule submitted as part of the event management plan referred to in Condition '20b'

d. All SIA Door Supervisors shall wear High Visibility Jackets at all times they are on duty with the exception of the Cash In Transit and covert security teams.

No comment

54. It shall be a condition of entry that the customer agrees to an outer clothing and bag search being carried out or refusal of entry will be given, and notices to that effect shall be displayed. The management in full consultation with the DPS, Personal Licence holder operating in that area, Head of Security and the SIA Door Supervisors on duty will action as to when and whom is searched and a record of any decisions to be made. In making these decisions full consultation and advice from either the Metropolitan Police will be taken into account.

No comment

**c) Public safety**

18. Membership of the Licensing Safety Advisory Group shall include as a minimum; the Premises Licensee, the event organiser (where the Licensee is not the event organiser), the Licensing Authority, The Royal Parks, Westminster Police Licensing Team, Environmental Health Consultation Team, Westminster Special Events & Emergency Planning, Metropolitan Police Service, LFEPA, London Ambulance Service and Transport for London. Additional members shall be invited as appropriate for each meeting.

EH agree

19. Unless otherwise agreed, no later than 2 months prior to the event plans of the layout for that year shall be submitted to the Licensing Safety Advisory Group and any other authorities requiring them. Subject to approval of the Licensing Safety Advisory Group, the internal layout of the premises can be altered with the new proposed layout being submitted as part of the requirements under this condition (19) and 20 that follows.

To discuss following legal advice

20. Unless otherwise agreed, no later than 28 days prior to the event the Premises Licence holder must ensure an Event Management Plan is presented to the Licensing Safety Advisory Group, or their authorised representative for their comment and advice. The Event Management Plan shall include, as a minimum:

- a) Emergency and Evacuation procedures;
- b) Crowd management and stewarding arrangements;
- c) A detailed plan showing site layout and emergency egress points;
- d) A detailed plan showing CCTV locations installed by the Premises License Holder;
- e) Risk Assessments
- f) A schedule detailing types and locations of emergency equipment

EH agree

26/08/15

21. So far as is reasonably practicable the Premises Licence Holder must ensure that the event is run in accordance with the Event Management Plan.

EH agree

22. Adequate medical and first aid cover and facilities appropriate to the licensed event must be provided and assessed by the Licensing Safety Advisory Group.

EH agree

23. The Premises Licence Holder must nominate one person for the event to act as safety co-ordinator, who is authorised by the Premises Licence Holder to act on their behalf to carry out all reasonable requests made by the Licensing Safety Advisory Group or their authorised representative.

EH agree

24. The Premises Licence Holder must provide the Licensing Safety Advisory Group or their authorised representative with the particulars of the nominated safety co-ordinator.

EH agree

30. Details of all marquees, tented structures and temporary structures should be provided including emergency exits and signage, fire warning and fire fighting equipment.

EH agree

31. All fabric, including curtains and drapes used on stage for tents and marquees, or plastic and weather sheeting, shall be inherently or durably flame retardant to the relevant British Standards. Certificates of Compliance must be available upon request by the Licensing Safety Advisory Group, or their authorised representative.

EH agree

32. At locations where alcohol is served and that are fully enclosed, a maximum capacity will be set at 1450 at any one venue.

EH agree

33. Full structural design details and calculations of any structures as specified by Westminster Building Control and not already subject to ADIPS to be erected within the licensed area, must be submitted to the Westminster City Council Building Control. A certificate from a competent person or engineer that a completed structure is erected in accordance with the structural drawings and design specification must be available for inspection prior to a relevant structure being used during the licensed event.

EH agree

34. Where appropriate, capacities shall be set for the any temporary structures in accordance with the Technical Standards for places of Entertainment and agreed in writing with the Environmental Health Consultation Team.

Change to:

Where appropriate, capacities shall be set for any temporary structures in accordance with the Technical Standards for places of Entertainment and agreed in writing with the Environmental Health Consultation Team.

35. Any moving flown equipment must contain a device or method whereby failure in the lifting system would not allow the load to fall. All hung scenery and equipment must be

provided with a minimum of two securely fixed independent suspensions such that in the event of failure of one suspension the load shall be safely sustained.

EH agree

36. Any special effects or mechanical installations shall be arranged and stored so as to minimise any risk to the safety of those using the premises. The following special effects shall only be used on 10 days prior notice being given to the Licensing Authority where consent has not previously been given.

- o dry ice and cryogenic fog
- o smoke machines and fog generators
- o pyrotechnics including fire works
- o firearms
- o lasers
- o explosives and highly flammable substances
- o real flame
- o strobe lighting.

EH agree

37. A written notice shall be given to the Environmental Health Consultation Team no later than 28 days prior the event of any performances which include animals.

EH agree

38. Flashing or particularly bright lights on or outside the premises shall not cause a nuisance to nearby properties (save insofar as they are necessary for the prevention of crime).

EH agree

42. The Premises Licence Holder must maintain a regular safety patrol at all times when the public are present in the licensed area to check for and guard against possible emergency hazards. The area underneath any stage and fixed seating areas is to be kept clear of flammable materials.

EH agree

43. The Premises Licence Holder must ensure that competent persons are employed to assess the electrical requirements at the event and the compatibility of the electricity supply with the equipment to be used. Appropriate safety devices (such as 30mA Residual Current Devices at Source) must be used for electrical apparatus, particularly for any electrical equipment exposed to adverse conditions or electrical equipment to be used in association with hand held devices (e.g. microphones). The competent person must make a certificate of inspection of the electrical installation available for inspection.

EH agree

44. Emergency exits and entrances to the event area must be kept clear at all times and must be provided with clearly visible signage.

EH agree

45. All parts of the licensed area intended to be used in the absence of adequate daylight and all essential safety signage shall be suitably illuminable. Details of the locations and level of illumination must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative.

EH agree

46. Electrical generators, where used, must be:
- (a) Suitably located clear of buildings, marquees and structures, and free from flammable materials;
  - (b) Enclosed to prevent power for the duration of the event;
  - (c) Able to provide power for the duration of the event;
  - (d) Back up electrical generators are to be provided to power essential communications, lighting and Safety systems in the event of primary generator failure, unless otherwise agreed by LSAG.

EH agree

47. All spare fuel, including LPG, must be kept and stored safely in accordance with relevant Health and Safety legislation and suitable safety signage and fire fighting equipment provided.

EH agree

d) The prevention of public nuisance

29. The following noise conditions shall apply:

- (a) No noise shall emanate from the premises which gives rise to a nuisance
- (b) The local residents and the relevant amenity group(s) in the vicinity of the Park, including the South East Bayswater Residents Association, Hyde Park Estate Residents Association and the Mayfair and St James Amenity Society and Peabody Grosvenor Estates Residents Association, shall be contacted as soon as reasonably practicable (and in any event no later than 28 days) prior to the event advising them of the times of the event and any sound check or rehearsal times and giving them a telephone number to contact in the event that they have any complaints.

EH agree

50. During the build up and break down of the events site, any activities that might cause noise to be audible outside the Park shall be limited to the hours of 08:00 to 20:00 Monday to Friday, and 10:00 to 18:00 Saturday and Sunday.

EH agree

51. Any generators, refrigerators or other machinery running overnight shall be silenced, screened or sited so as not to be audible outside the Park.

EH agree

39. There shall be no striptease or nudity, and all persons shall be decently attired at all times, except when the premises are operating under the authority of a Sexual Entertainment Venue licence.

EH agree

40. A sufficient number of easily identifiable, readily accessible receptacles for refuse must be provided, including provisions for concessions. Arrangements must be made for regular collection. Public areas must be kept clear of refuse and other combustible waste prior to, and so far as is reasonably practicable, during the licensed event.

EH agree

41. After the event any litter remaining shall be collected and removed from the site as soon

as physically possible, either overnight or starting daybreak the following day if it is considered impractical to collect the litter in darkness.

EH agree

48. Adequate sanitary accommodation must be provided and maintained to serve the licensed event to at least the standards contained within the 'Guide to Health, Safety and Welfare at Pop Concerts and Similar Events', or as advised by the Environmental Health Consultation Team. Suitable arrangements must be made for the collection and disposal of used hand towels, sanitary towels and other refuse from the sanitary accommodation.

EH agree

49. Details of the proposed location, level of provision and means of effective maintenance and servicing of sanitary accommodation must be submitted to the Hyde Park Licensing & Safety Advisory Group or their authorised representative if requested.

EH agree

e) The protection of children from harm

52. There shall be a welfare point (or equivalent area) for the reporting and management of lost children. The welfare point shall be staffed and trained (and appropriately certified by the Disclosure Barring Service) members of staff who will be in radio contact with the head steward and the safety co-ordinator.

EH agree

56. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving license, passport or proof of age card with the PASS Hologram. Suitable and sufficient signage advertising the 'Challenge 25' policy will be displayed in prominent locations in the premises.

EH agree

57. All staff members engaged, or to be engaged, in selling or delivery of alcohol on or from the premises shall receive the training in age-restricted sales as detailed in Section 5 of the Premises Licence Proposal which is submitted with and is a supplement to this application:  
**To discuss delivery of alcohol**

58. All training records shall be made available to Police, officers of the licensing authority and Weights and Measures upon request.

EH agree

59. The premises shall at all times maintain and operate an age-restricted sales refusals recording system (either in book or electronic form) which shall be reviewed by the Designated Premises Supervisor at intervals not to exceed 4 weeks and feedback given to staff as relevant. This refusals recording system shall be available upon request to police, Licensing Authority staff and Weights and Measures.

EH agree



**Your**

**Our** 15/05510/LIPN

**Date:** 4<sup>th</sup> August 2015



PWR Events  
Queen Anne House  
15 Thames Street

**METROPOLITAN POLICE  
SERVICE**

**Police Constable Reaz Guerra**  
Westminster Police Licensing Unit  
**Westminster City Hall**  
Fourth Floor  
64 Victoria Street  
London  
SW1E 6QP

Telephone: 020 7641 1705  
Facsimile: 020 7641 4236  
Email: [r Guerra@westminster.gov.uk](mailto:r Guerra@westminster.gov.uk)

**Application for a New Premises Licence  
Winter Wonderland, Hyde Park– Ref 15/05510/LIPN**

Dear Doug,

With reference to the above application, I am writing to inform you that the Metropolitan Police, as a Responsible Authority, will be objecting to this application as it is our belief that if granted the application would undermine the Licensing and Crime Prevention Objectives.

Should you wish to discuss the matter further please contact the Police Licensing Team on **0207 641 1709/1705** or via email, [r Guerra@westminster.gov.uk](mailto:r Guerra@westminster.gov.uk)

Yours sincerely,

Reaz Guerra  
Police Constable  
Westminster Police Licensing Team



06/08/2015 14:53:54

Stamp The Photo from ArvanSoft



06/08/2015 15:09:43

StampThePhoto from ArvanSoft



