



City of Westminster

Licensing Committee Report

Date:	Wednesday 21 st March 2018
Classification:	For General Release
Title:	Notting Hill Carnival Approach and Temporary Event Notices
Report of:	Director of Public Protection and Licensing
Wards Affected:	All
Financial Summary:	N/A.
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1. Executive Summary

- 1.1 This report updates the Licensing Committee on the licensing approach to the Notting Hill Carnival for 2018.
- 1.2 Regular planning meetings for this year's Carnival have begun with all stakeholders across all services involved in delivery of a successful and safe event.
- 1.3 Officers from the Licensing Service and Events and Filming will be available to support our applicants to complete event management plans, applications and any extra information.
- 1.4 Consideration will be given to the appropriate use of Temporary Event Notices for sound systems, which have the potential to exceed the capacity limit of 499.
- 1.5 Street trading pitch locations, particularly at points between RBKC and WCC boundaries will also be considered to ensure improved pedestrian flow across the Carnival footprint.

2. Background

- 2.1 In 2017 Westminster licensed 3 temporary event notices and 3 premises licences for a total of 6 sound systems and 23 street trading licences were also granted. There was no change in these numbers from 2016. Appendix one shows plans covering the whole footprint of Carnival.
- 2.2 In 2017 all sound system operators were invited to meet with the Licensing Service and Environmental Health Consultation Team to offer advice and guidance on submitting applications and event management plans.
- 2.3 In 2017 every street trading applicant was met by an officer of the Licensing Service to ensure that all application requirements were fully understood. This included input and advice from the Environmental Health Consultation Team.
- 2.4 Event management plans were considered by Licensing Police, Environmental Health Consultation, and the council's Events and Film Team, as part of the application process.
- 2.5 During the Carnival, Environmental Health Consultation Officers and our City Inspectors were onsite to ensure compliance with conditions, agreed undertakings and event management plans.

3. Licensing Approach 2018

3.1 Feedback and actions

- 3.1.1 As a result of operational feedback from 2017, this year's Carnival approach will change slightly to reflect lessons learned. Westminster will continue to engage with all stakeholders and best practice guidance will be published by April 2018.
- 3.1.2 Where a sound system cannot ensure the capacity is no higher than 499 it may be appropriate for the Licensing Authority to indicate that a premises licence should be applied for. The Licensing Service and Events and Film Team will support any operator who requires assistance in completing event management plans and conditions to be attached to the licence.
- 3.1.3 Private forecourts that have in previous years sold alcohol and other refreshments including food have been identified. At times, these cause Carnival goers to queue in the public highway causing concern. Properties permitting this in the past will be written to this year to remind them of the requirements under the City of Westminster Act.
- 3.1.4 In previous years, the location of some sound systems has added to limited pedestrian access, which has been evidenced in the Crowd Dynamics Study published in 2017. Appendix two to this report illustrates 2016 plans of sound systems.

3.2 **Engagement**

- 3.2.1 As with previous years, Westminster will meet with all stakeholders prior to Carnival. This includes, but is not limited to, the organising committee, B.A.S.S (British Association of Sound Systems) the Metropolitan Police, Street Traders and relevant associations, Mayor's office and the Royal Borough of Kensington and Chelsea.
- 3.2.2 Starting in April, previous licensed street traders and sound system operators will be invited to meet with Westminster. Officers from Westminster will also be attending organiser meetings with sound systems and arenas.
- 3.2.3 Environmental Health Consultation Team Officers and City Inspectors will be attending Carnival to promote compliance and good practice.

3.3 **Temporary Event Notices**

- 3.3.1 Where Temporary Event Notice applications receive objections from Environmental Health Consultation Team or the Police, the applicants will be contacted as soon as possible directly by the objecting officer. Where possible undertakings will be suggested to the applicant and if these are agreed, the objection will be withdrawn.
- 3.3.2 If the objecting authority is not satisfied that licensing objectives will be upheld, the objection will remain in place and the committee must determine the notice.
- 3.3.3 The Licensing Service has responded to feedback from the Licensing Sub Committee in relation to Temporary Event Notices. Committee reports for Temporary Event Notices will now explain detail of the original application, any mediation held between applicants, and the reason why an objection has been maintained. We will also make clear to applicants that at Licensing Sub Committee, members can only consider the original notice and not undertakings offered. The process will be explained in detail to applicants when the notice of hearings is sent out.
- 3.3.4 Officers within the Licensing Service will receive additional training in relation to Temporary Event Notices to include the full appeals process.
- 3.3.5 Members should expect to see Temporary Event Notices at Licensing Sub-Committee in June, July and August in cases where agreement is not reached.
- 3.3.6 The Licensing Service will state clearly that all applicants for Temporary Event Notices should apply as soon as possible and submit these with an effective event management plan.

3.4 **Sound Systems**

- 3.4.1 It is not expected that there will be an increase in sound systems within Westminster's Carnival footprint in 2018. Where sound systems cannot operate within a capacity of 499, they will be encouraged and supported to apply for premises licences.

3.4.2 Up to date event management plans will be requested in April 2018 to give operators time to produce suitable documents.

3.5 **Street Trading**

3.5.1 As with previous years a number of roads in Westminster have permitted street trading. 2017 saw generally good compliance and applicants presented all information to the Licensing Service in good time.

3.5.2 Westminster will again be accepting street trading applications and will actively promote all vacancies with letters to previous traders, W.C.C. website and at upcoming meetings.

4. Financial implications

4.1 None

5. Legal implications

5.1 None

6. Ward member consultation

6.1 None.

If you have any queries about this report or wish to inspect any of the background papers, please contact:

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Background Papers from Notting Hill Carnival Crowd Movement Data Book:	
Appendix 1	Operational Boundary and Boroughs
Appendix 2	Location of Sound Systems

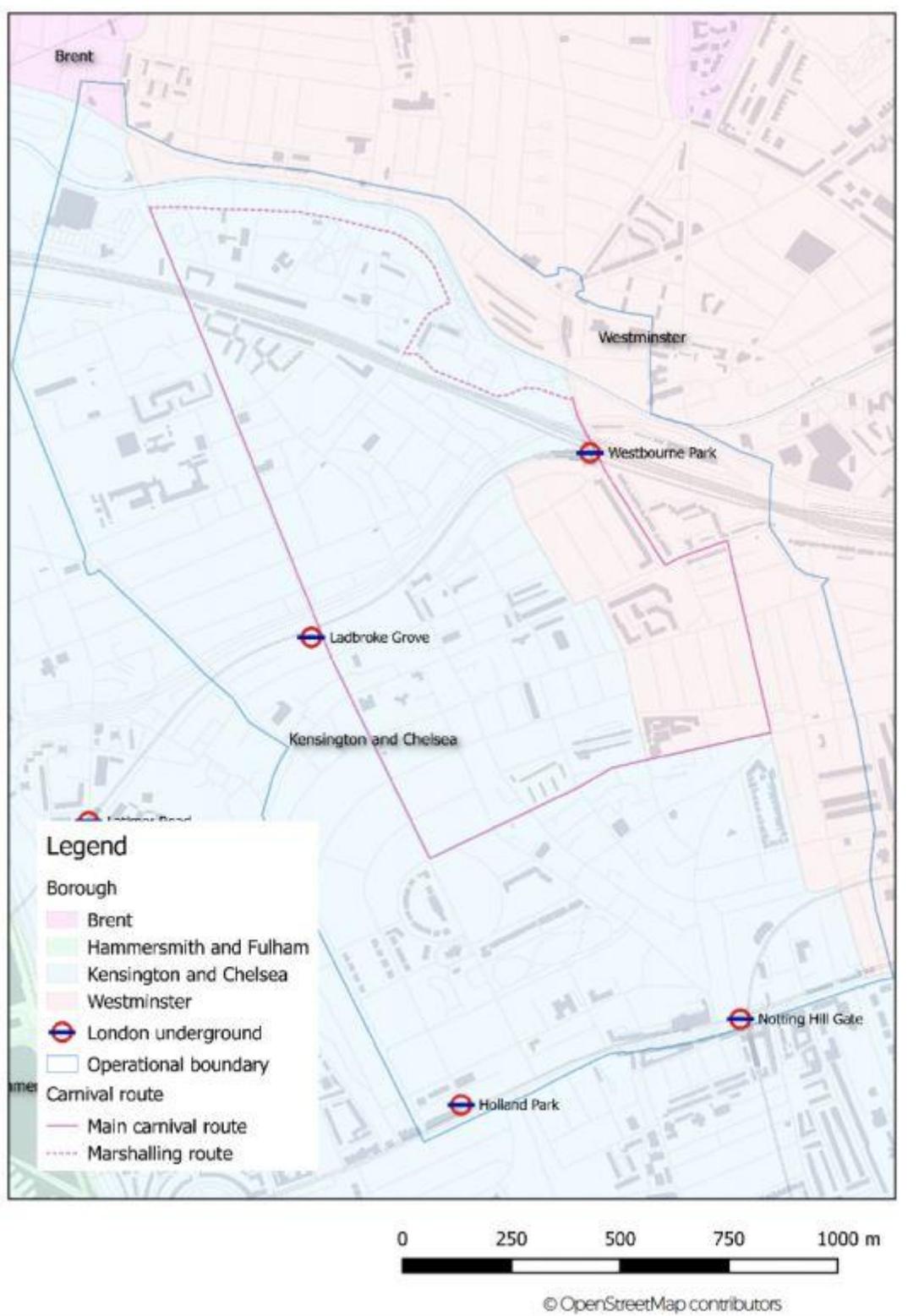


Figure 1: Operational boundary and boroughs.

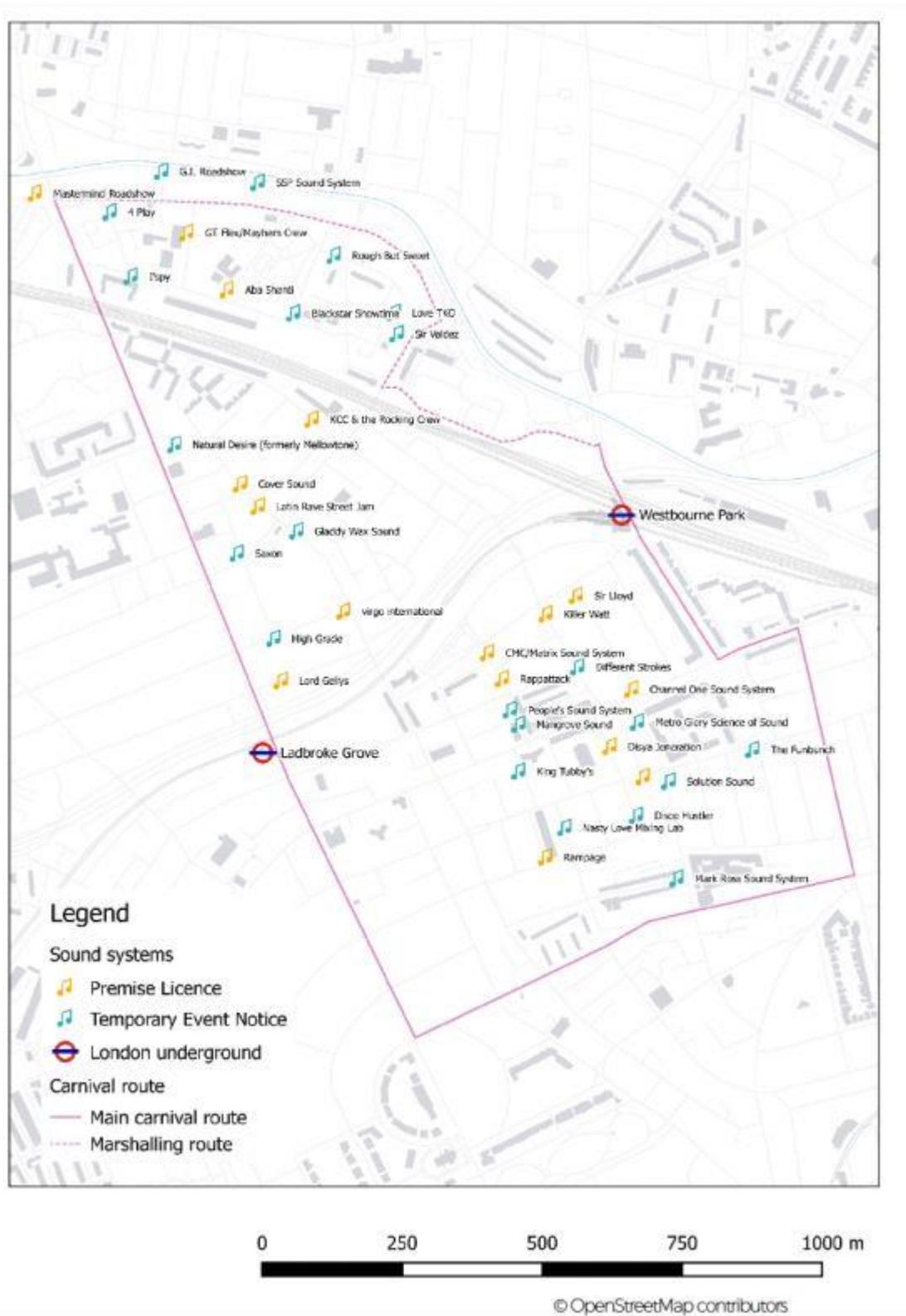


Figure 4: Location of sound systems.