

# Licensing Sub-Committee Report

Item No:	
Date:	22 April 2021
Licensing Ref No:	21/01035/LIPN - New Premises Licence
Title of Report:	EURO 2020 Trafalgar Square Fan Zone Open Space at Trafalgar Square London WC2N 5DS
Report of:	Director of Public Protection and Licensing
Wards involved:	St James's
Policy context:	City of Westminster Statement of Licensing Policy
Financial summary:	None
Report Author:	Kevin Jackaman Senior Licensing Officer
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<b>1.</b>	<b>Application</b>		
<b>1-A</b>	<b>Applicant and premises</b>		
<b>Application Type:</b>	New Premises Licence, Licensing Act 2003		
<b>Application received date:</b>	11 February 2021		
<b>Applicant:</b>	The Greater London Authority		
<b>Premises:</b>	EURO 2020 Trafalgar Square Fan Zone		
<b>Premises address:</b>	Open Space at Trafalgar Square London WC2N 5DS	<b>Ward:</b>	St James's
		<b>Cumulative Impact Area:</b>	None
		<b>Special Consideration Zone:</b>	West End Buffer
<b>Premises description:</b>	The EURO 2020 Fan Zone at Trafalgar Square is one two official UEFA Festival sites within London, where families, neighbours and fans can come together and enjoy the UEFA European football championship tournament.		
<b>Premises licence history:</b>	The area applied for has been used for a number of temporary events and currently holds a time limited premises licence. Full history details appear at appendix 3		
<b>Applicant submissions:</b>	<p>Originally scheduled to take place in 2020, but postponed until 2021, the 2020 UEFA European Football Championship, commonly referred to as UEFA EURO 2020 or simply EURO 2020 is scheduled to be the 16th UEFA European Football Championship, the quadrennial international men's football championship of Europe organised by UEFA.</p> <p>The tournament is now scheduled to be held in 12 cities in 12 European countries from 11 June to 11 July 2021. London's Wembley Stadium will host 7 matches of UEFA EURO 2020, including both semi-finals and the final. Hosting EURO 2020 will see our city welcome some of the world's best players and teams to compete for one of the biggest trophies in the game.</p> <p>Trafalgar Square would feature match screenings, exciting activations and food and drink outlets. This application does not seek permission for the sale of alcohol off the premises. The site is a secure, fenced off area incorporating Trafalgar Square, the North Terrace, Pall Mall East and Morley's Hill. The purpose is to provide a space for public broadcast of a limited number of UEFA EURO 2020 football matches. Licensable activity will include the playing of live and recorded music, films, and the sale of alcohol on site.</p> <p>The site will be secured by a 2.4 metre high steel shield fence around its perimeter, with two main entrances managed by security. Entrance will be by advance ticket only which will be</p>		

	<p>allocated by a free ballot. There will be sufficient emergency exits within the perimeter fencing. The terrain is predominantly hard standing.</p> <p>The Event Phase (32 days) will be divided into Match Screening Days, Activation Days and Non-Event Days.</p>
<b>Applicant amendments:</b>	None

<b>1-B</b>	<b>Proposed licensable activities and hours</b>						
<b>Films:</b>	<b>Indoors, outdoors or both</b>					Outdoors	
<b>Day:</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Start:</b>	11:00	11:00	11:00	11:00	11:00	11:00	11:00
<b>End:</b>	23:00	23:00	23:00	23:00	23:00	23:00	23:00
<b>Seasonal variations/ Non-standard timings:</b>	The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties whereby the finish time may be extended up until 23:30 to accommodate extra time, penalties and trophy presentation.						

<b>Live Music:</b>	<b>Indoors, outdoors or both</b>					Outdoors	
<b>Day:</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Start:</b>	11:00	11:00	11:00	11:00	11:00	11:00	11:00
<b>End:</b>	23:00	23:00	23:00	23:00	23:00	23:00	23:00
<b>Seasonal variations/ Non-standard timings:</b>	The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties whereby the finish time may be extended up until 23:30 to accommodate extra time, penalties and trophy presentation.						

<b>Recorded music:</b>	<b>Indoors, outdoors or both</b>					Outdoors	
<b>Day:</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Start:</b>	11:00	11:00	11:00	11:00	11:00	11:00	11:00
<b>End:</b>	23:00	23:00	23:00	23:00	23:00	23:00	23:00
<b>Seasonal variations/ Non-standard timings:</b>	The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties whereby the finish time may be extended up until 23:30 to accommodate extra time, penalties and trophy presentation.						

<b>Performance of dance:</b>	<b>Indoors, outdoors or both</b>					Outdoors	
<b>Day:</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Start:</b>	11:00	11:00	11:00	11:00	11:00	11:00	11:00
<b>End:</b>	23:00	23:00	23:00	23:00	23:00	23:00	23:00
<b>Seasonal variations/ Non-standard timings:</b>	The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties whereby the finish time may be extended up until 23:30 to accommodate extra time, penalties and trophy presentation.						

<b>Anything of a similar description to live music, recorded music or performance of dance:</b>				<b>Indoors, outdoors or both</b>			Outdoors
<b>Day:</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Start:</b>	11:00	11:00	11:00	11:00	11:00	11:00	11:00
<b>End:</b>	23:00	23:00	23:00	23:00	23:00	23:00	23:00
<b>Seasonal variations/ Non-standard timings:</b>		The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties whereby the finish time may be extended up until 23:30 to accommodate extra time, penalties and trophy presentation.					

<b>Sale by retail of alcohol</b>				<b>On or off sales or both:</b>			On only
<b>Day:</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Start:</b>	11:00	11:00	11:00	11:00	11:00	11:00	11:00
<b>End:</b>	22:00	22:00	22:00	22:00	22:00	22:00	22:00
<b>Seasonal variations/ Non-standard timings:</b>		On live Match Screening Days, the supply of alcohol from the bars shall cease no later than 15 minutes after the start of the second half of the Wembley or England match. Where consecutive matches are screened, the supply of alcohol shall continue from the kick-off time of the second match and cease no later than 15 minutes after the start of the second half					

<b>Hours premises are open to the public</b>							
<b>Day:</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Start:</b>	11:00	11:00	11:00	11:00	11:00	11:00	11:00
<b>End:</b>	23:00	23:00	23:00	23:00	23:00	23:00	23:00
<b>Seasonal variations/ Non-standard timings:</b>		The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties whereby the finish time may be extended until up to 00:10 the following day to accommodate extra time, penalties and trophy presentation.					
<b>Adult Entertainment:</b>		There are no activities or services of an adult nature connected with this application. In respect of the safeguarding of children the following precautions will be made: an age verification policy will be in force at bars for the sale of alcohol (e.g. Challenge 25); age restricted films will not be shown in the presence of children.					

<b>2.</b>	<b>Representations</b>
<b>2-A</b>	<b>Responsible Authorities</b>
<b>Responsible Authority:</b>	Metropolitan Police
<b>Representative:</b>	Brian Hunter
<b>Received:</b>	03 March 2021

I am in receipt of the above application, operating schedule and attached draft conditions. We the Metropolitan Police as a responsible authority are making a representation against it in the

prevention of Crime and Disorder.

With Regards to the draft conditions, these are accepted with the exception of the following, which if the premises licence were to be granted we would like to see placed upon it, we have highlighted the additional wording in red.

- The Licensable activity authorised by this licence and provided at the premises shall be ancillary to the main function of a Fan Zone for the Euro Football Tournament 2021 and are to run in conjunction with an agreed management plan as agreed by the Licensing, operational and safety planning group (LOSPG)
- Licensable activities shall be restricted between 11<sup>th</sup> June 2021 and 12<sup>th</sup> July 2021

20. Security will search customers on the entry points to the events and exercise the right to refuse entry to any unauthorised or disorderly persons. This will include activation days.

23. The Premises Licence Holder will work with the Metropolitan Police Service to develop and implement an appropriate policing plan for the events in conjunction with the EMP.

26. On match screenings days the supply of alcohol from the bars shall begin no earlier than 3 hours before the start of the Wembley or England matches.

28. On activation days the bars shall only operate between 11:00 and 22:00 hours and the sale of alcohol shall be ancillary to the activities taking place. Such activities shall be subject to a written risk assessment and submitted to the responsible authorities in advance. A schedule of bar operating times shall be included in the Alcohol Management Plan.

30. The bars shall close immediately on the direction of the senior police officer engaged on the event. In the event of disorder or injury to any person due to the presence of plastic bottles, the senior police officer present can direct the immediate cessation of alcohol served in plastic bottles whilst the risk is still present.

36. All staff involved in the sale or supply of alcohol shall be trained in the responsible sale of alcohol, ACT-E and WAVE training. The training log will be made available for inspection by the Police and licensing authority.

37. Posters will be displayed on site in the bar area and point of sale, which refer to the challenge 25 policy and to advise that suitable proof of age will be required for the purposes of the supply of alcohol.

39. CCTV -

The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster Police Licensing Team. All entry and exit points will 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 entire 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 is 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.

**We also seek the following additional conditions.**

- All bottles or vessels containing or are capable of containing liquids are prohibited from being brought on to the site. With the exception of bottles of 100ml or less that are medical supplies, items required for the care of an infant or sun cream.
- The premises Licence holder will provide a minimum of 1 welfare officer (DBS Checked) per 2,000 customers. Welfare officers will readily identifiable to attendees and who's primary duties will be contained within the EMP Children and Vulnerable Adults policy.
- On any day that a football match is being screened, Hawkers will only be permitted to sell alcohol for a time period of 15 minutes before the end of the scheduled first half until 15 minutes into the second half of any screened fixture. Hawkers will be positioned in stat points as per the premises plan and be protected by a physical barrier.

I look forward to your response in due course

<b>Responsible Authority:</b>	Environmental Health
<b>Representative:</b>	Sally Fabbriatore
<b>Received:</b>	11 March 2021

I refer to the application for a new Premises Licence for the above premises. The premises is situated in the West End Buffer Special Consideration Zone.

This representation is based on the Operating Schedule (including event management plans, etc) and the layout plan that have been submitted for the event site, which is titled with the address, revision 5 and dated 30.01.21.

This is a time limited application from 11/06/21 to 12/7/21.

The applicant is seeking the following on the Trafalgar Square, the North Terrace, Pall Mall East and Morley's Hill:

1. To allow the Supply of Alcohol 'on' the premises Monday to Sunday 11:00-22:00 hours.
2. To allow the provision of the following Regulated Entertainment 'outdoors': Films, Live Music, Recorded Music, Performance of Dance and anything similar Monday-Sunday 11:00-23:00 hours. There is the possibility that these activities could overrun to 23:30 hours if extra time and penalties occur.

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

1. The provision and hours proposed for the Supply of Alcohol may cause an increase in Public Nuisance in the area and may impact on Public Safety.
2. The provision and hours proposed for Regulated Entertainment may cause an increase in Public Nuisance in the area and may impact on Public Safety.

Reference should be made to the Statement of Licensing Policy <https://www.westminster.gov.uk/node/20023> The applicant should have regard to the requirements of being located in a Special Consideration Zone.

The applicant did seek pre-application advice, 20/10863/PREAPM. Conditions have been proposed by the applicant and the event is being assessed at the Licensing Operation Safety & Planning Group, which is formed of multiple agencies where the plans are scrutinised.

The following condition limits the number of days and the type of operation that the can take place:

- Licensable activities shall be restricted to the period of the UEFA EURO 2020 Men's Tournament or such other period as the Licensing Authority may approve in its discretion. The licensable activities shall take place in conjunction with:-
  - i. a maximum of 9 days of screenings of matches;
  - ii. a maximum of 4 days for the activation site;
  - iii. a victory day parade

Many other conditions have been proposed which are being considered, further conditions may be proposed by Environmental Health in order to prevent Public Nuisance and protect Public Safety.

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

<b>Responsible Authority:</b>	Licensing Authority
<b>Representative:</b>	Daisy Gadd
<b>Received:</b>	11 March 2021

I write in relation to the application submitted for a new premises licence for the EURO 2020 Trafalgar Square Fan Zone.

As a responsible authority under section 13(4) of the Licensing Act 2003 as amended under the Police and Social Responsibility Act 2011, the Licensing Authority has considered your application in full. There are concerns in relation to this application and how the operation will promote the four licensing objectives:

- Prevention of public nuisance
- Public Safety
- Prevention of crime & disorder
- Protection of children from harm.

The application seeks to permit Trafalgar Square to be used as an official UEFA site for the EURO 2020 tournament. Trafalgar Square is located within the West End Buffer Special Consideration Zone. It is noted in the Council's Statement of Licensing Policy 2021 that the rates of incidents per square kilometre is nearly four times the borough average in this zone and that there are key local issues that need to be considered by applicants, namely:

- Robberies
- Theft
- Antisocial behaviour on and around public transport
- Incidents relating to ambulance call outs at night.

This application falls under the Council's Cinemas, Cultural Venues, Live Sporting Premises and Outdoor Spaces Policy (CCSOS1) which encourages applicants to ensure the hours applied for licensable activities are within core hours and that the applicant has demonstrated

that the sale by retail of alcohol will be ancillary to the venues primary function as a cinema, cultural and live sporting venue and outdoor space. The core hours identified for outdoor spaces are as follows:

Monday to Thursday: 9am to 11:30pm  
 Friday and Saturday: 9am to 12am  
 Sunday: 9am to 10:30pm  
 Sundays immediately prior to a bank holiday: 9am to 12am.

It is noted that the hours applied for licensable activity fall within the timings above. However, you have specified in your application that the opening hours for the site on days of the round 16 matches, quarter-finals, semi-finals and final are potentially subject to extra-time and penalties may be extended to 00:10 the following day to accommodate for these possibilities. Applications for hours outside of core hours will be considered based upon the individual merits of the application.

In the conditions proposed, it is stated that licensable activities shall take place in conjunction with:

- i) A maximum of 9 days of screenings of matches
- ii) A maximum of 4 days for the activation site;
- iii) A victory day parade.

The event summary gives an overview of the intended use of the site in regards to screening and activation days, however it would be useful to discuss the use of the activation sites specifically in more detail to get a greater understanding. Please accept this as a formal representation to the application and I look forward to having further conversations via the Licensing, Operational and Safety Planning Group in regards to conditions

2-B		Other Persons	
<b>Name:</b>		[REDACTED]	
<b>Address and/or Residents Association:</b>		[REDACTED]	
<b>Status:</b>	Valid	<b>In support or opposed:</b>	Opposed
<b>Received:</b>	19 February 2021		
<p>I would like to comment on the licensing application for a new venue - Trafalgar Square Euro 2020.</p> <p>We have so many anti -social and crime issues related to alcohol that this part of London has become unlivable. The council should be looking at reducing the number of licenced premises and not extending them. What's more the existing licenced premises (including supermarkets) should be compelled to provide public toilets and to clean the streets, and help with the greening of the area near their premises.</p> <p>The area around Trafalgar square is literally an open air toilet and rubbish dump. This is the case even now when it's cold and the pubs are closed, and is bound to get much worse as soon as they reopen.</p> <p>There are too many pubs/hotels selling alcohol and nothing for the residents, especially families.</p> <p>Please don't make it much worse by allowing this to go ahead. The council needs to look at</p>			

helping create solutions for already deep social problems and not allowing them to get worse for short-term financial gain.

**On 11<sup>th</sup> March the objector submitted the following further comments:**

I am writing this in addition to my already submitted objection on behalf of the residents at [REDACTED], regarding an application for a new premises licence for Trafalgar Square.

I understand that the application seeks to licence the area as an open air site as a fanzone for the duration of the Euro 2020 football competition in summer 2021. The licence would last for an entire month, from 11/6/21 to 12/7/21, and have a maximum capacity of 13,999 people.

I object to the application on the grounds of prevention of public nuisance, prevention of crime and disorder, public safety and protection of children from harm.

I live at [REDACTED] which is about 300 metres from the Trafalgar Square. Given where I live, Whitehall will no doubt be a major thoroughfare for those coming to and from Trafalgar Square. [REDACTED] is a tiny cul-de-sac and already (even during the current lockdown) used as an open-air toilet, including our front door. Given that the situation is so awful currently, despite the lockdown, we dread to think what it may look like if this huge month-long event (with 13,999 people!) was allowed to go ahead.

My understanding is that the Licensing Authority will look at the likely effect of the application on the promotion of the licensing objectives. Rather than the likely effect, it is simply inevitable that this number of people attending an open air site where alcohol can be sold in the middle of world famous city will harm the licensing objectives set out above. This will include noise, anti-social behaviour, littering and worse. These issues are familiar to us from our experiences of living here. We have three pubs in our immediate vicinity (Walkers of Whitehall, Silver Cross and Old Shades) with combined capacity of 600 as well as Great Scotland Yard Hotel, Clarence, Corynthia and countless other licenced venues nearby. We also have Tesco and CoOp selling alcohol and suffer from severe alcohol and drug abuse related anti-social activities. Surely such a large new venue will make already awful situation even worse!

Given the Governments timetable for the nations exit from Covid-19 restrictions, it would appear that people gathering in one place in this way would

- i. happen before lockdown is fully released anyway; and
- ii. be perhaps an unwise move at this particular time.

Please note that this is a summary of our concerns, in the short time we have had before the end of the consultation period. We are deluged by this and other licencing applications (Trafalgar Studios, Spring Gardens) and given that many of us, the residents, are struggling with the most challenging health/work/education issues it seems particularly inconsiderate and reckless to even consider yet another mass venue to open at this particular time.

The council should focus on cleaning and maintaining existing venues and public spaces, and reopen small-scale family- friendly and cultural venues. I reserve the right to submit more information in support of the points raised here in due course.

<b>Name:</b>	[REDACTED]		
<b>Address and/or Residents Association:</b>	[REDACTED] [REDACTED] [REDACTED],		
<b>Status:</b>	Valid	<b>In support or opposed:</b>	Opposed
<b>Received:</b>	11 March 2021		

I have just learned about an application for a new premises licence for Trafalgar Square. I understand that the application seeks to licence the area as an open air site as a 'fanzone' for

the duration of the Euro2020 football competition in summer 2021. The licence would last for an entire month, from 11/6/21 to 12/7/21, and have a maximum capacity of 13,999 people.

I object to the application on the grounds of 'prevention of public nuisance', 'prevention of crime and disorder', 'public safety' and 'protection of children from harm'.

I own a property at [REDACTED], which is about 80 metres from the Trafalgar Square. Given where I live, the road will no doubt be a major thoroughfare for those coming to and from Trafalgar Square.

My understanding is that the Licensing Authority will look at the 'likely effect' of the application on the promotion of the licensing objectives. Rather than the likely effect, it is simply inevitable that this number of people attending an open air site where alcohol can be sold in the middle of world famous city will harm the licensing objectives set out above. This will include noise, anti-social behaviour, littering and worse. These issues are familiar to us from our experiences of living here.

Given the Government's timetable for the nation's exit from Covid-19 restrictions, it would appear that 13,999 people gathering in one place in this way would i) happen before 'lockdown' is fully released anyway; and ii) be perhaps an unwise move at this particular time.

Please note that this is a summary of my concerns, in the short time I have before the end of the consultation period. I reserve the right to submit more information in support of the points raised here in due course.

<b>3.</b>	<b>Policy &amp; Guidance</b>
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The following policies within the City of Westminster Statement of Licensing Policy apply:

<b>Policy HRS1 applies</b>	<p>A. Applications within the core hours set out below in this policy will generally be granted for the relevant premises uses, subject to not being contrary to other policies in the Statement of Licensing Policy.</p> <p>B. Applications for hours outside the core hours set out in Clause C will be considered on their merits, subject to other relevant policies, and with particular regard to the following:</p> <ol style="list-style-type: none"><li>1. The demonstration of compliance in the requirements of policies CD1, PS1, PN1 and CH1 associated with the likelihood of the effect of the grant of a licence for later or earlier hours on crime and disorder, public safety, public nuisance and the protection of children from harm.</li><li>2. If the application is located within a Special Consideration Zone they have demonstrated that they have taken account of the issues identified in that area and provided adequate mitigation.</li><li>3. Whether there is residential accommodation in the proximity of the premises that would likely be adversely affected by premises being open or carrying out operations at the hours proposed.</li><li>4. The proposed hours of the licensable activities and when customers will be permitted to remain on the premises.</li><li>5. The proposed hours when any music, including incidental music, will be played.</li><li>6. The hours when customers will be allowed to take food or drink outside the premises or be within open areas which form part of the premises.</li><li>7. The existing hours of licensable activities and the past operation of the premises (if any) and hours of licensable premises in the</li></ol>
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	<p>vicinity.</p> <p>8. Whether customers and staff have adequate access to public transport when arriving at and leaving the premises, especially at night.</p> <p>9. The capacity of the premises.</p> <p>10. The type of use, recognising that some venues are more likely to impact the licensing objectives than others; for example, pubs and bars are higher risk than theatres, cinemas and other cultural and sporting venues due to the nature of the operation.</p> <p>11. The Licensing Authority will take into account the active measures proposed for a 'winding down' period including arrangements for people to be collected from the premises to travel home safely.</p> <p>12. Conditions on hours may be attached that require that the supply of alcohol for consumption on the premises ceases a suitable period of time before customers are required to leave the premises.</p> <p>13. The council, acting as the Licensing Authority, may reduce hours if, after review, it is necessary to impose conditions specifying shorter hours in order to promote the licensing objectives.</p> <p>14. Specific days for non-standard hours should be identified and justified as part of the application to allow responsible authorities and interested parties to evaluate the impact that these licensable activities may have, and to plan accordingly. The consideration of applications for later hours for Bank Holiday Mondays will take into account that later hours are generally granted for preceding Sundays and that the next day is a working day. Non-specific days are expected to be covered by Temporary Event Notices or variation applications.</p>
<p><b>Policy CCSOS1 applies</b></p>	<p>A. Applications outside the West End Cumulative Zones will generally be granted subject to:</p> <ol style="list-style-type: none"> <li>1. The application meeting the requirements of policies CD1, PS1, PN1 and CH1.</li> <li>2. The hours for licensable activities are within the council's Core Hours Policy HRS1.</li> <li>3. The applicant has clearly demonstrated that the sale by retail of alcohol and late-night refreshment will be ancillary to the venue's primary function as a cinemas, cultural and live sporting venues and outdoor space.</li> <li>4. The applicant has taken account of the Special Consideration Zone Policy SCZ1 if the premises are located within a designated area.</li> <li>5. The application and operation of the venue meeting the definition for a cinema, cultural venue, live sporting premises or outdoor space as per Clause C.</li> </ol> <p>B. Applications inside the West End Cumulative Impact Zone will generally be granted subject to:</p> <ol style="list-style-type: none"> <li>1. The application meeting the requirements of policies CD1, PS1, PN1 and CH1.</li> <li>2. The hours for licensable activities are within the council's Core Hours Policy HRS1.</li> <li>3. The applicant has demonstrated that they will not add to cumulative impact within the Cumulative Impact Zone.</li> <li>4. The applicant has clearly demonstrated that the sale by retail of alcohol and late-night refreshment will be ancillary to the venue's primary function as a cinema, cultural venue, live sporting premises or outdoor space.</li> </ol>

	<p>5. The sale by retail of alcohol and/or late-night refreshment after 11pm is limited to customer, patrons or members of the audience who will or have made use of the primary function of the venue as a cinema, cultural venue or live sporting premises.</p> <p>6. The applicant has demonstrated that they will not add to cumulative impact within the Cumulative Impact Zone.</p> <p>7. The application and operation of the venue meeting the definition for a cinema, cultural venue, live sporting premises or outdoor space as per Clause C.</p> <p>C. For the purposes of this policy the primary function of a cinema, cultural venue and live sporting premises is defined as:</p> <ol style="list-style-type: none"> <li>1. Cinema For the exhibition of feature or shorts films to an audience.</li> <li>2. Cultural Venues <ol style="list-style-type: none"> <li>a. Theatres: for the performance of plays, dramatic or other entertainment performances to an audience.</li> <li>b. Performance Venues: for a live performance in front of an audience which may include concert halls, comedy clubs or similar performances venues.</li> <li>c. Cultural Uses: for the exhibition of art (e.g. galleries), a museum, or historical building/site that is open for visitors to visit on payment.</li> </ol> </li> <li>3. Live sporting premises: the premises or the use to which the licence is intended for <ol style="list-style-type: none"> <li>a. Live sporting events in the form of boxing and wrestling which takes place either inside or outside in the presence of an audience.</li> <li>b. Live sporting events that are licensable as they are being held within a building where the sport and audience are accommodated wholly or partly inside that building.</li> <li>c. Live sporting events that will take place outside a building, where the live sporting event is not a licensable activity but other licensable activities, are provided ancillary to that live sporting event.</li> </ol> </li> </ol>
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#### 4. Equality Implications

The Council in its capacity as Licensing Authority has a duty to have regard to its public sector equality duty under section 149 of the Equality Act 2010. In summary, section 149 provides that a Public Authority must, in the exercise of its functions, have due regard to the need to:

- (a) eliminate discrimination harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- (c) foster good relations between persons who share a relevant protected characteristics and persons who do not share it.

Section 149 (7) of the Equality Act 2010 defines the relevant protected characteristics as age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation

<b>4.</b>	<b>Appendices</b>
<b>Appendix 1</b>	Premises plans
<b>Appendix 2</b>	Applicant supporting documents
<b>Appendix 3</b>	Premises history
<b>Appendix 4</b>	Proposed conditions
<b>Appendix 5</b>	Residential map and list of premises in the vicinity

<b>Report author:</b>	Kevin Jackaman Senior Licensing Officer
<b>Contact:</b>	Telephone: 0207 641 6500 Email: kjackaman@westminster.gov.uk

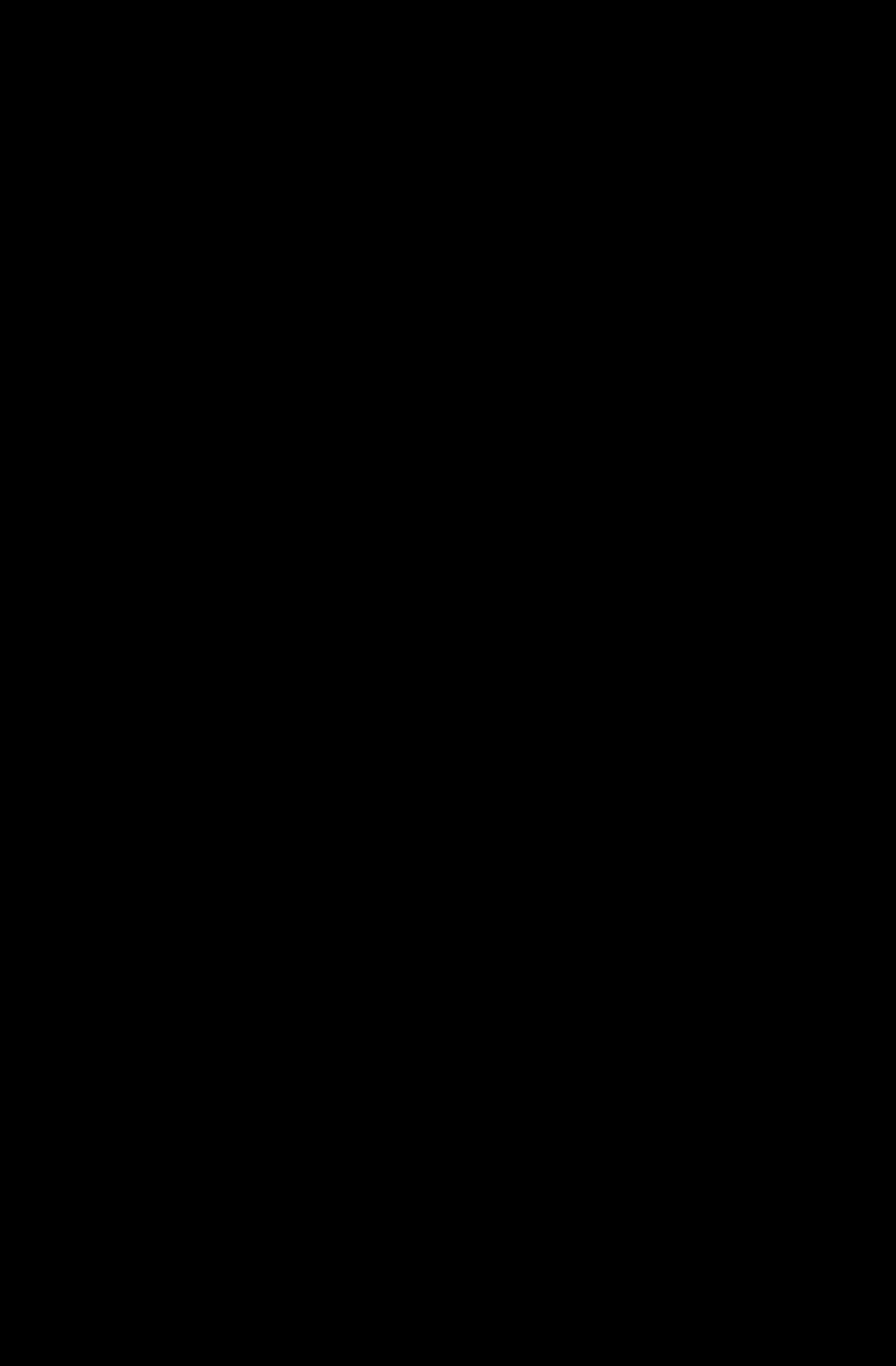
**If you have any queries about this report or wish to inspect one of the background papers please contact the report author.**

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

<b>1</b>	Licensing Act 2003	N/A
<b>2</b>	City of Westminster Statement of Licensing Policy	7 <sup>th</sup> January 2021
<b>3</b>	Amended Guidance issued under section 182 of the Licensing Act 2003	April 2018
<b>4</b>	Metropolitan Police representation	3 March 2021
<b>5</b>	Environmental Health representation	11 March 2021
<b>6</b>	Licensing Authority representation	11 March 2021
<b>7</b>	Interested Party representation (1)	19 February 2021
<b>8</b>	Interested Party representation (2)	11 March 2021



Site Layout (Confidential)



Pre application report



Office Name: Sally Fabbricatore & Daisy Gadd  
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 Signed: Sally Fabbricatore/Daisy Gadd  
 Uniform Ref Number: 20/10863/PREAPM

Trading name of business and Address: Euros Fanzone, Trafalgar Square, London		
Licence:	Applicant/Solicitor:	Cumulative Impact Area:
Yes for Trafalgar Sq, but would not be in use (17/04868/LIPDPS)	Jack Morton Events Company	No
<p><b>Proposal</b></p> <p>The proposal is to host the screenings of football matches, played as part of the Euros Tournament (11<sup>th</sup> June -11<sup>th</sup> July 2021), in Trafalgar Square from 13<sup>th</sup> June – 11<sup>th</sup> July 2021, possibly hosting a Victory Parade on 12<sup>th</sup> July.</p> <p>The proposal is to screen any match involving England or those matches played at Wembley. Due to the nature of the sport not all of these dates have yet been confirmed. The dates currently appear as follows:</p> <ul style="list-style-type: none"> <li>• 13<sup>th</sup>, 18<sup>th</sup>, 22<sup>nd</sup> and 26<sup>th</sup> June (4)</li> <li>• TBC – 27<sup>th</sup> or 28<sup>th</sup> or 29<sup>th</sup> June (1)</li> <li>• TBC – 2<sup>nd</sup> or 3<sup>rd</sup> July (1)</li> <li>• 6<sup>th</sup>, 7<sup>th</sup> and 11<sup>th</sup> July (3)</li> </ul> <p>A document has been provided which highlights the different scenarios of dates and times. It is suggested a document of this nature is also submitted with the application.</p> <p>The proposal is split into three parts:</p> <ul style="list-style-type: none"> <li>• Match day screenings x9 days maximum (TBC) (with possible multiple matches on some days)</li> <li>• On site activations x6 days (TBC)</li> <li>• Victory Parade 12<sup>th</sup> July if appropriate</li> </ul> <p>The match day screenings will be a free ticket only event, we believe a ballot system will be in place. Over 18s only can apply and they can bring up to 3 guests (who can be under 18). Under 18s would need to be accompanied by an adult. The accessibility for the on-site activation is not clear at this stage.</p> <p>On match days there will be a live screening from terrestrial TV showing the match. Prior to kickoff there may be some ancillary entertainment such as a DJ and possible live music on semifinal and finals days.</p> <p>The number of bars and food units are yet to be determined as the capacity will influence what is required. The proposed areas of these units will need to be highlighted on the plan. Alcohol will not be allowed on to site nor will it be able to be taken off site, drinks will only be able to be consumed within the footprint.</p>		

The opening times of the site are likely to be Monday-Sunday 11:00-23:30 hours (this include access and egress of members of the public).

The proposed licensable activities are as follows:

- Regulated Entertainment on Match Days, including Live Music and Recorded Music, Monday-Sunday 11:00 -20:00 hours, Films 11:00-22:40 hours. Onsite activation – unknown.
- Supply of Alcohol ‘on’ the premises: Match Days Monday-Sunday 11:00-21:15 hours and Site Activation midday-22:00 hours. These hours should be discussed with relevant parties prior to application.
- Late Night Refreshment – there is no desire to have Late Night Refreshment. The sale of all food will not stop immediately at the end of the match, but there is a push for people to disperse quickly. (Please note if there is any sale of hot food or hot drink this is licensable from 23:00 hours.)

The main areas to be used for all matches screenings (except the semifinals and finals) are Trafalgar Square, the North Terrace, and Pall Mall East, this needs to be confirmed. For the semifinals and finals, overflow sites have been mentioned in addition to the main site which would likely involve further road closures, confirmation of this is required. For the activation days, Trafalgar Square and the North Terrace are proposed.

The infrastructure would not be in-situ for the whole period, but towards the end of the tournament this would become permanent. The match day screenings will consist of screens but no stage, this may vary on the semifinal and final days. Further details are to be provided regarding the on-site activation and Victory Parade.

### **Westminster’s Statement of Licensing Policy**

Environmental Health bases any recommendations on achieving compliance with Westminster’s Statement of Licensing Policy as well as being consistent with promoting the Licensing Objectives.

The advice in this report should therefore be read in conjunction with the policy which can be found on the Council’s website at the following link:

<https://www.westminster.gov.uk/statement-licensing-policy>

Please note a new revised policy will be published on 7<sup>th</sup> January 2021 and so you should have regard to that, depending on when you submit your application. In addition this link gives access to the list of Model Conditions (MC) which should be used as the basis for any conditions that may be proposed in an operating schedule.

Under the current policy, the principal policy consideration is **Policy PVC1** (Theatres, cinemas, performance venues and qualifying club) which states that ‘*applications will generally be granted subject to relevant criteria in policies CD1, PS1, PN1 and CH1*’ as the premises are not in a Cumulative Impact Area (CIA) and if the proposal also has the following main elements:

- supply of alcohol is ancillary to an event
- operational hours within core hour policy HRS1

However, your activity and event actually fits better under the definition of **Policy CCSOS1** (Cinemas, Cultural Venues, Live Sporting Premises and Outdoor Spaces Policy) which will be detailed in the new policy. It states:

“Applications outside the West End Cumulative Zones will generally be granted subject to:

- (1) the application meeting the requirements of policies CD1, PS1, PN1 and CH1,
- (2) the hours for licensable activities are within the Council’s Core Hours Policy – HRS1,
- (3) the applicant has clearly demonstrated that the sale by retail of alcohol and late-night refreshment will be ancillary to the venue’s primary function as a cinemas, cultural and live sporting venues and outdoor space,
- (4) the applicant has taken account of the Special Consideration Zone policy SCZ1 if the premises are located within a designated area, and
- (5) the application and operation of the venue meeting the definition for a cinema, cultural venue, live sporting premises or outdoor space as per Clause C.”

Outdoor space is defined as the use of an outdoor space for licensable activities and other purposes as part of or ancillary to an event, small to large concerts, national significant musical concert or events.

Trafalgar Square and the immediate surrounding area (North Terrace and Pall Mall East) does not fall within the West End Cumulative Impact Zone nor within a Special Consideration Zone.

Due to the introduction of **Policy CCSOS1**, on 7<sup>th</sup> January, it is advisable the application is made under the new policy.

#### Core Hours

The core hours are as follows for the supply of alcohol for consumption on the premises:

- Monday to Thursday: 10:00 to 23:30
- Friday and Saturday: 10:00 to midnight
- Sundays immediately prior to Bank Holidays: Midday to midnight
- Other Sundays: Midday to 22:30

For regulated entertainment and late night refreshment:

- Monday to Thursday: 09:00 to 23.30
- Friday and Saturday: 09:00 to midnight
- Sundays immediately prior to Bank Holidays: 09:00 to midnight
- Other Sundays: 09:00 to 22:30

#### **Environmental Health considerations:**

PN1 – Prevention of Public Nuisance

PS1 – Promoting Public Safety

CH1 – Protection of Children from Harm

The points below address the main elements of the event for consideration. The proposed conditions further in the report attempt to uphold the Licensing Objectives.

#### Event Management Plan & LOSPG

The main scrutiny will come from the Licensing, Operational and Safety Planning Group (LOSPG) where the plans for the event will be examined. The detail will need to be provided by way of an Event Management Plan (EMP). Conditions to this effect have been added further in the document. The final EMP should be submitted a minimum of 28 days before the event, however the event will need to be heard at LOSPG months before this. The more detail added to the application may help potential objectors understand the impact of the activity. Such a plan should contain appropriate details on relevant aspects (see below under list of recommended conditions).

### The Site, Structures and Capacity

The proposed capacities will vary depending on what spaces are being used, the activity and what social distancing measure may be in place at that time. The maximum capacities are proposed as follows:

- Activation Site -5000 people (Trafalgar Square and North Terrace only)
- First 6 matches TBC people (Trafalgar Square, North Terrace and Pall Mall East -TBC). We note that 10,500 people have been proposed, but this will need to be justified.
- Semi-final and final matches, 13,000 people plus overflow space – 13,000 plus (capacity unknown).

If other space are proposed to be used these should have capacities individually set. This detail should be provided in the application.

Calculations and plans should be shared with City Promotions, Events and Filming (CPEF) and Alan Lynagh, Senior Licensing District Surveyor, to assess.

Any calculations on the safe capacity shall be made with reference to the Purple Guide and the Green Guide.

We do not believe there will be any internal structures. Westminster Building Control should be contacted if temporary structures are to be provided for an event to ascertain if temporary structures licences are required. In that situation full structural design details and calculations of all temporary structures must be submitted to Building Control and approval obtained prior to the event starting. Conditions have been proposed that are relevant to temporary and internal structures which may not be necessary if these structures are not proposed.

The proposal is to position the main screen at the Nelson's Column end facing the North Terrace and any other entertainment would also be positioned at this end such as a DJ.

The Site would be surrounded by steel shield, this would act as a sight line to kill to prevent outsiders gathering to watch the match.

Further information regarding crowd flow and access and egress to and from the site will need to be provided. At this stage it is understood entrance will be from the north of the site. It is likely that that King Charles Island would probably be closed to support egress. All proposed road closures should be detailed in the application.

In early discussions there was mention of the use of Morley's Hill and The Mall as overflow sites. Clarification on overflow sites is essential to the application.

### Food and Alcohol Offering

The provision of food was discussed during the meeting. The proposal is a mix of mobile units/street food. Consideration should be given to the location of food units in terms of means of escape and potential fumes/odours that may cause a nuisance. The number of units to be provided will be determined following the proposed capacity. Obviously, the footprint of these units will also impact on the safe capacity.

During early discussions the bars were positioned on Pall Mall East and Morley's Hill, but feedback from City Promotions Events and Filming (CPEF) did not support these locations. This should be discussed with CPEF and agreed prior to making the application, as the bars will need to be indicated on the layout plan.

We understand the exact numbers of bars is also yet to be determined but the locations will need to be shown.

Free drinking water will need to be provided. Details of this should be supplied in your application.

All waste provisions should be detailed in the Event Management Plan and this should include any litter arising from the event that may occur outside of the footprint.

### Alcohol Management

Some of the following was agreed and has been detailed as conditions further in the document. Further information will need to be provided as part of the Alcohol Management Plan.

- For the matches the use of the bars shall only be available to ticket holders of the event.
- It would be good practice to have a personal licence holder on site at all times.
- A challenge policy should be adopted, Challenge 25 is advised.
- Details should be provided of how you intend to Protect Children from Harm.
- The number of bars will be limited by those indicated on the plan.
- The opening of the bars prior to kick off should carefully be considered as this could majorly impact on public safety and crime and disorder if opened too early.
- The welfare of vulnerable people will need to be addressed in the Alcohol Management Plan.
- Alcohol management has not been discussed for the activation days or the Victory Parade, nor the appropriate and reasonable timings. Further discussions are required and then appropriate conditions will need to be proposed.

### Street Trading

It has not been agreed where units selling food would be placed. If on WCC land (this includes the North Terrace) then street trading licences would need to be applied for. <https://www.westminster.gov.uk/street-trading-special-events> If on the main body of the Square permissions would need to be sought via the GLA.

### Temporary Power Supply (generators) for events:

Use of temporary diesel generators of 37KW and 560KW used to provide power for an event are advised to also comply with the same emission standards under the Non Road Mobile Machinery (NRMM) Regulations (which currently apply to building sites):

- i.e. emission standards Stage IIIA or Stage IIIB of EU Directive 97/68/EC

### WC Provisions

With regard to the WCs the Purple Guide should be referenced. It is likely these will be located in South East Corner, North Terrace and Café on Square.

#### Smoking Area

This was not discussed for the use of the space, however any area would need to comply with the Health Act 2006.

#### Regulated Entertainment & Noise

If power is going to be taken from generators the plant will need to comply with the usual noise standards of permanent plant.

During the build-up and break down of the site, any activities that might cause noise to be audible outside the Square shall be limited to 08:00 - 18:00 Monday –Saturday and 08:00 - 13:00 Sunday. If there are any proposals outside of these hours they will need to be discussed as to how you will prevent Public Nuisance from occurring.

The screen content would include live content from the BBC or ITV plus UEFA content which is pre-recorded material and will be shown in half time and pre-match, there will also be interviews plus sponsor adverts. The live screening of the matches is not considered to be licensable, however any pre-recorded material (that is not shown on live television) would be classed as a film.

There is a proposal to have a DJ to entertain the crowd once the gates open, it is likely this would likely be considered incidental so long as there was no advertisement, however if it is entertaining the crowd it could be considered licensable. Live music is potentially proposed on the semi final and final days.

Any noise from regulated entertainment should not cause a nuisance to the nearest noise sensitive premises. Therefore, the following condition (that is attached the GLA Trafalgar Square licence) is also proposed for this event:

- For licensable events when the stage is facing north the Music Noise Level shall not exceed 79dB LAeq (5 minutes) one metre from the nearest affected façade.

A Noise Management Plan should be submitted (this can be part of the Event Management Plan) to detail the management of the sound levels and also cover noise from other sources such as dispersal of crowds, plant, build and break, etc.

Resident and Stakeholder engagement will be necessary and this requirement will be conditioned.

#### Crime and Disorder

The use of glass and cans should be prohibited under the use of this licence.

Security provisions should be discussed with the Police, with regard to searching, numbers of staff, etc. Please contact [MetPoliceLicensingTeam@westminster.gov.uk](mailto:MetPoliceLicensingTeam@westminster.gov.uk)

#### COVID

Despite potentially obtaining the appropriate licence with details of the proposed capacity the use of the licence will obviously depend on COVID restrictions and social distancing measures that are in place at that the time. We understand that the planning for this event is a working progress and plans will change. However, in the conditions it will be key to detail the worst case scenario for capacities. You will not be able to increase this once the application is made.

#### Type of licence and time limitation

This would need to be a new application. We would advise three months for this process to allow any unforeseen issues with the validation of the application. <https://www.westminster.gov.uk/premises-licence>

The capacity of the whole site will be over 5000 so this will incur higher licensing fees.

Consideration could be given to making the licence time limited either by application on the licence or by way of condition (proposed below).

You will be expected to advertise the applications around the whole site every 50m, this will need to include an overflow areas you intend to use. Please note all of the audience will need to be included in the footprint of the plan.

We understand the DPS will be a GLA representative on the initial application, but this would then be transferred to person from the bar supplier company before the event.

It has been agreed with Licensing that the representations would be shared as and when they are received.

To make the application less confusing we would suggest you give worst case opening and closing times of the site, so from when gates open and the worst case scenario clearance time. In the relevant section for licensed hours detail those hours you request every day of the week, due to the unknown match dates. The number of occasions would be limited in number by way of condition. You could also add in the comments box the definite dates that you will not be utilising the licence and submit the proposed dates in your documentation. We would then suggest the timetable is signed off by the LOSPG to ensure there is a level of scrutiny.

To confirm this advice is regarding the use of the space discussed, Trafalgar Square and the immediate surrounding areas. If other spaces, such as Hyde Park, are to be considered, this would require a separate application and also separate considerations. To also note if areas such as The Mall are to be used as an overflow site and there is no physical connection between the two sites this will also need to be a separate application.

With regard to the potential of a Victory Parade it is understood you may not want to reference it under this name on the licence. However, you will need to be transparent regarding the activities you request in the application. It may be that you don't wish to apply for licensable activities on this day, therefore it will not need to be mentioned, but once the application is made any member of the public will have access to the application. You may also wish to consider approaching the GLA for use of their premises licence.

#### Items not discussed in the meeting

Can the following be addressed in the Event Management Plan and in the application:

- Will there be any special effects?
- How will drinking water be provided?
- How will you power the site? i.e. with generators?
- Access to the Activation Site, is this by ticket holder only, or can anyone access the bar? This will require some further thought about how this is controlled and will need to form part of the conditions, which have not yet been included.
- The Victory Day Parade.
- Where are the overflow areas? These will need to be detailed on the layout plan.
- How will the use of the fountains be controlled and managed in the Square.

### **Mandatory Conditions**

The mandatory conditions will automatically be attached to the a licence if granted.

### **Further Conditions**

The following conditions should be considered to uphold the licensing objectives. This list is not exhaustive and changes may be made by responsible authorities throughout the process. Please note once you propose a condition this will not be able to be deleted or made more lenient, it can only be made stricter.

1. Licensable activities shall be restricted between 11<sup>th</sup> June 2021 and 12<sup>th</sup> July 2021 to the following:
  - i) a maximum of 9 days of screenings of matches;
  - ii) a maximum of 6 days for the activation site;
  - iii) a **victory parade** on 12<sup>th</sup> July 2021
2. The use of this licence shall be agreed through the Licensing, Operational and Safety Planning Group (LOSPG) process and shall have had 'no objection' raised by the representatives on the LOSPG.
3. The Licensing, Operational and Safety Planning Group (LOPSG) shall be chaired by a representative of the City Council's City Promotions, Events and Filming team.
4. Membership of the Licensing, Operational and Safety Planning Group (LOSPG) shall normally consist of invited representatives of the designated event organiser, the Metropolitan Police Service, Officers of the Council, the Environmental Health Consultation Team, London Ambulance Service, London Fire Brigade, Transport for London and any other appropriate and specialist advisor as required by the chairman of the LOSPG to achieve 'no objection' and to meet the objectives of the Licensing Act.
5. The match screenings shall be contained to Trafalgar Square, the North Terrace and Pall Mall East only, save for the days of the semi final and final (3 matches in total) when the overflow sites (as indicated the plan) may be utilised if necessary.
6. The activation days shall be contained to Trafalgar Square and the North Terrace only.
7. On match screenings days licensable activities in the event space shall only be provided to persons who are ticket holders for that event. There shall be no re-entry to the site.
8. On match screening days the bar shall only open (TBC) hours before the start of a match.
9. On match screenings days the bars shall close no later than 15 minutes after the start of the second half of the match.
10. On site activation days the bars shall only operate from ?hours to ?hours (TBC).
11. On the **Victory Day Parade** licensable activities shall only take place between 10:00-15:00 hours.
12. The bars shall close immediately on direction of a police officer on duty.
13. On match screenings days the number of persons accommodated in the Trafalgar Square, the North Terrace area and Pall Mall East Area (excluding staff and performers) shall not exceed XXX (TBC).

14. On match screening days when the overflow sites are utilised the total capacity shall not exceed TBC persons (excluding staff and performers).
15. On site activation days the number of persons accommodated in the Trafalgar Square and North Terrace area (excluding staff and performers) shall not exceed 5000.
16. The Premises Licence Holder shall comply with all reasonable requirements of Westminster City Council, Westminster Police Licensing Team, Westminster City Council's Environmental Health Consultation Team, Westminster City Council's City Promotions, Events and Filming Team, the London Fire Brigade and the Metropolitan Police Service.
17. Unless otherwise agreed, no later than 28 days prior to the event the Premises Licence holder must ensure the final Event Management Plan is presented to the members of the LOSPG for their comments. Discussion should begin a minimum of 6 months before. The Event Management Plan shall include, as a minimum:
  - Emergency and Evacuation procedures;
  - Crowd management and stewarding arrangements; (including access and egress)
  - A detailed plan showing CCTV locations installed by the Premises License Holder;
  - Risk Assessments
  - A schedule detailing types and locations of emergency equipment
  - Sanitary accommodation
  - Stewarding and Security
  - Overnight security arrangements
  - A detailed site plan showing all permanent and temporary structures and all access and egress points
  - Capacity at any one time
  - Certificates from competent persons on Structures, Electrical Power Supply and Gas equipment (including LPG)
  - First Aid and Lost Children arrangements
  - Medical Plan
  - Noise Management Plan
  - Alcohol Management Plan
  - A Waste management plan
  - Public Liability Insurance
  - Communications Plan
  - Cancellation Procedure
18. So far as is reasonably practicable the Premises Licence Holder shall ensure that the event is run in accordance with the Event Management Plan.
19. There shall be at least one personal licence holder on site during operational hours. Details of the personal licence holder (including name and contact number) shall be displayed in a prominent position on site.
20. All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high visibility jackets or vests.
21. No drinks shall be served in glass containers or cans at any time.
22. There shall be no alcohol allowed to be brought onto site by members of the public.
23. No alcohol shall be allowed to be taken off site by members of the public.
24. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.
25. Substantial food and non-intoxicating beverages, including drinking water, shall be available in all parts of the premises where alcohol is sold or supplied for consumption on the premises.

26. 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.
27. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer of the City Council at all times whilst the premises is open.
28. An incident log shall be kept at the premises, and made available on request to an authorised officer of the City Council or the Police. It must be completed within 24 hours of the incident and will record the following:
  - i. all crimes reported to the venue
  - ii. all ejections of patrons
  - iii. any complaints received concerning crime and disorder
  - iv. any incidents of disorder
  - v. all seizures of drugs or offensive weapons
  - vi. any refusal of the sale of alcohol
  - vii. any formal visit by a relevant authority or emergency service.
29. Any special effects or mechanical installations shall be arranged, operated 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.
  - dry ice and cryogenic fog
  - smoke machines and fog generators
  - pyrotechnics including fireworks
  - firearms
  - lasers
  - explosives and highly flammable substances.
  - real flame.
  - strobe lighting.
30. No person shall give at the premises any exhibition, demonstration or performance of hypnotism, mesmerism or any similar act or process which produces or is intended to produce in any other person any form of induced sleep or trance in which susceptibility of the mind of that person to suggestion or direction is increased or intended to be increased. NOTE: (1) This rule does not apply to exhibitions given under the provisions of Section 2(1A) and 5 of the Hypnotism Act 1952.
31. The approved arrangements at the premises, including means of escape provisions, emergency warning equipment, the electrical installation and mechanical equipment, shall at all material times be maintained in good condition and full working order.
32. The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided.
33. All emergency exit doors shall be available at all material times without the use of a key, code, card or similar means.
34. Emergency exits and entrances to the event area must be kept clear at all times and must be provided with clearly visible signage.
35. 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 LOSPG or their authorised representative.
36. The edges of the treads of steps and stairways shall be maintained so as to be conspicuous.
37. Curtains and hangings shall be arranged so as not to obstruct emergency safety signs or emergency equipment.

38. All fabrics, curtains, drapes and similar features including materials used in finishing and furnishing shall be either non-combustible or be durably or inherently flame-retarded fabric. Any fabrics used in escape routes, entertainment areas, shall be non-combustible.
39. 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 an authorised officer of Westminster City Council, The London Fire Brigade.
40. 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.
41. The certificates listed below shall be submitted to the licensing authority upon written request:
  - Any permanent or temporary emergency lighting battery or system
  - Any permanent or temporary electrical installation
  - Any permanent or temporary emergency warning system
42. No waste or recyclable materials, including bottles, shall be moved, removed from the site between 23.00 hours and 07.00 hours on the following day.
43. No deliveries to the premises shall take place between 23.00 and 07.00 on the following day.
44. 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).
45. No fumes, steam or odours shall be emitted from the licensed area so as to cause a nuisance to any persons living or carrying on business in the area where the premises are situated.
46. 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.
47. A minimum of 28 days prior to the event a Noise Management Plan to promote the prevention of public nuisance shall be provided to Westminster City Council's Environmental Health Consultation Team for approval. The Noise Management Plan shall state the maximum permitted music noise level applicable at the nearest noise sensitive premises. Once approved in writing it shall be implemented by the Premises Licence Holder.
48. For licensable events when the stage is facing north the Music Noise Level shall not exceed 79dB LAeq (5 minutes) one metre from the nearest affected façade.
49. The Licensee will take all reasonable steps to ensure that amplified music will not cause a nuisance.
50. Residential properties and the relevant amenity group(s) in the immediate vicinity of the Square 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.
51. Rehearsals shall be limited from 09:00 hours to 18:00 hours.
52. There shall be no publicity of rehearsals.
53. There shall be no noise audible at the nearest noise sensitive premises from any construction or similar works in association with the set up and dismantling of the site, outside the hours of:
  - 08:00 - 18:00 Monday -Saturday
  - 08:00 - 13:00 Sunday
54. Any generators, refrigerators or other machinery running overnight will be silenced, screened or sited so as not to be audible outside the boundary of the site.
55. Electrical generators, where used, must be:
  - Suitably located clear of buildings, marquees and structures, and free from flammable materials;
  - Enclosed to prevent unauthorised access;

- Able to provide power for the duration of the event;
  - Backed up electrical generators are to be provided to power essential communications, lighting and safety systems in the event of primary generator failure.
56. The minimum number of toilet accommodation shall include:
- a. Women's Cubicles (TBC)
  - b. Men's Cubicles (TBC)
  - c. Urinals(TBC)
57. Details of all marquees, tented structures and temporary structures should be provided including emergency exits and signage, fire warning and fire fighting equipment.
58. 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 been 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.
59. 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.
60. 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.
61. No licensable activities shall take place at the premises until the licensing authority are satisfied that the premises is constructed or altered in accordance with the appropriate provisions of the District Surveyor's Association - Technical Standards for Places of Entertainment and the reasonable requirements of Westminster Environmental Health Consultation Team, at which time this condition shall be removed from the licence by the licensing authority.
62. Before the site opens to the public under the licence, the plans as deposited will be checked by the Environmental Health Consultation Team to ensure they are an accurate reflection of the work carried out. Where minor layout changes have occurred during the course of construction new plans shall be provided to the Environmental Health Consultation Team and the Licensing Authority.

#### **To discuss with the Police**

63. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster Police Licensing Team. All entry will 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 entire 31 day period.
64. 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 is 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.
65. At least (TBC) SIA licensed door supervisor shall be on duty at each entrance of the premises at all times when it is open for business.

66. Adequate stewarding within the licensed area must be provided at all times during the licensed event.

Please be aware that as part of the application process other responsible authorities will also need to assess the proposals and may wish to make additional comments.

**Please note that any advice given will not guarantee that your application will be granted by the Licensing Service and the Environmental Health Consultation Team may still choose to make a representation to the application submitted.**

# UEFA EURO 2020 Fan Zones Men's Tournament

-

Event Summary for Premises Licence Application

Trafalgar Square, Westminster, London

Document Version 2.0

## Table of Contents

<b>1</b>	<b>Document Control Sheet</b>	<b>3</b>
<b>2</b>	<b>Introduction</b>	<b>4</b>
2.1	Event Overview	4
2.2	COVID-19 Statement	5
2.3	Local Community Consultation and Stakeholder Engagement	6
2.4	Documentation	6
<b>3</b>	<b>About the Organiser</b>	<b>7</b>
3.1	Organisation Structure	7
3.1.1	Greater London Authority (Organiser)	7
3.1.2	Jack Morton Worldwide (Delivery Partner)	7
<b>4</b>	<b>Key Delivery Dates</b>	<b>8</b>
<b>5</b>	<b>Event Days</b>	<b>9</b>
5.1	Match Screening Days and Content	9
5.1.1	Opening & Closing Times	10
5.2	Activation Days and Content	11
5.3	Victory Parade (if England win)	11
5.4	Summary of Event Days and Site Occupancy	12
<b>6</b>	<b>Site Design</b>	<b>13</b>
6.1	The Site	13
6.1.1	Main Site	14
6.1.2	Main Site including Extension	14
6.1.3	Contingency Viewing Area	14
<b>7</b>	<b>Summary</b>	<b>15</b>

## 1 Document Control Sheet

Important – this document supersedes all previous versions. It is your responsibility to check with the document owner that you are working with the most current version of the plan.

The Event Management Plan is a live document and will develop throughout the planning process.

<b>Event Name</b>	EURO 2020 Host City: Trafalgar Square Fan Zone	<b>Document Owner</b>	Rob Madeley
<b>Client</b>	Greater London Authority (GLA)	<b>Document Status</b>	Published
<b>Agency</b>	Jack Morton Worldwide Ltd (JMW)	<b>Last Issued</b>	v1.0: 11 Feb 2021
<b>Project Lead</b>	Mike Kent	<b>Current Version</b>	V2.0
<b>Project Manager</b>	Hayley Shingles	<b>Version History</b>	<b>Premises Licence:</b> submission: v1.0 update: v2.0
<b>Technical Director</b>	Lindsay Barrowclough		
<b>Document Updates Since Previous Version</b>	<b>Section:</b>	<b>Notes:</b>	

## 2 Introduction

The purpose of this document is to support the planning and delivery of the event at the site of Trafalgar Square located in the City of Westminster, London, and sets out the operational planning pertaining to the proposed UEFA EURO 2020 Trafalgar Square Fan Zone, part of London's hosting of UEFA EURO 2020.

Where reasonably practicable, the planning and organising of this event and the standards for the provision of services are in accordance with the Event Safety Guide (commonly known as the purple guide) and the Health and Safety at Work Act 1974, but emphasising the 1999 Health and Safety at Work Regulations which place duties upon employers, self-employed persons to undertake health and safety risk assessments, identify control measures, inform others and coordinate communication of those issues.

### 2.1 Event Overview

The 2020 UEFA European Football Championship, now held in 2021, commonly referred to as UEFA EURO 2020 or simply EURO 2020 is scheduled to be the 16th UEFA European Football Championship, the quadrennial international men's football championship of Europe organised by UEFA.

The tournament will be held in 12 cities in 12 European countries from 11 June to 11 July 2021. London's Wembley Stadium will host 7 matches of UEFA EURO 2020, including both semi-finals and the final.

Hosting EURO 2020 will see London welcome some of the world's best players and teams to compete for one of the biggest trophies in the game. As a host city, London is committed to screening matches at free to access venues, commonly referred to as Fan Zones, during the competition.

The UEFA EURO 2020 Fan Zone located on Trafalgar Square is one of two official UEFA Festival sites within London being proposed, where families, neighbours and fans can come together and enjoy the tournament. The UEFA EURO 2020 Trafalgar Square Fan Zone would feature match screenings and food and drink outlets.

Match days are divided into two tournament competition stages – the Group Stage, where teams play in groups to determine who progresses to the next stage of the competition, and the Knockout Stage, where teams play head-to-head until the two remaining teams play in the Final. The dates for these match stages are as follows:

**Group Stage:**

Matchdays 1, 2 & 3: 11th June – 23rd June  
*Rest days: 24th June – 25th June (no matches)*

**Knockout Stage:**

Round of 16: 26th June – 29th June  
*Rest days: 30th June – 1st July (no matches)*  
 Quarter-finals: 2nd July – 3rd July  
*Rest days: 4th July – 5th July (no matches)*  
 Semi-finals: 6th July – 7th July  
*Rest days: 8th July – 10th July (no matches)*  
 Final: 11th July

Further information regarding the groups and fixtures can be found in UEFA's match schedule via the below link:

<https://www.uefa.com/uefaeuro-2020/fixtures-results/#/md/33673>

## 2.2 COVID-19 Statement

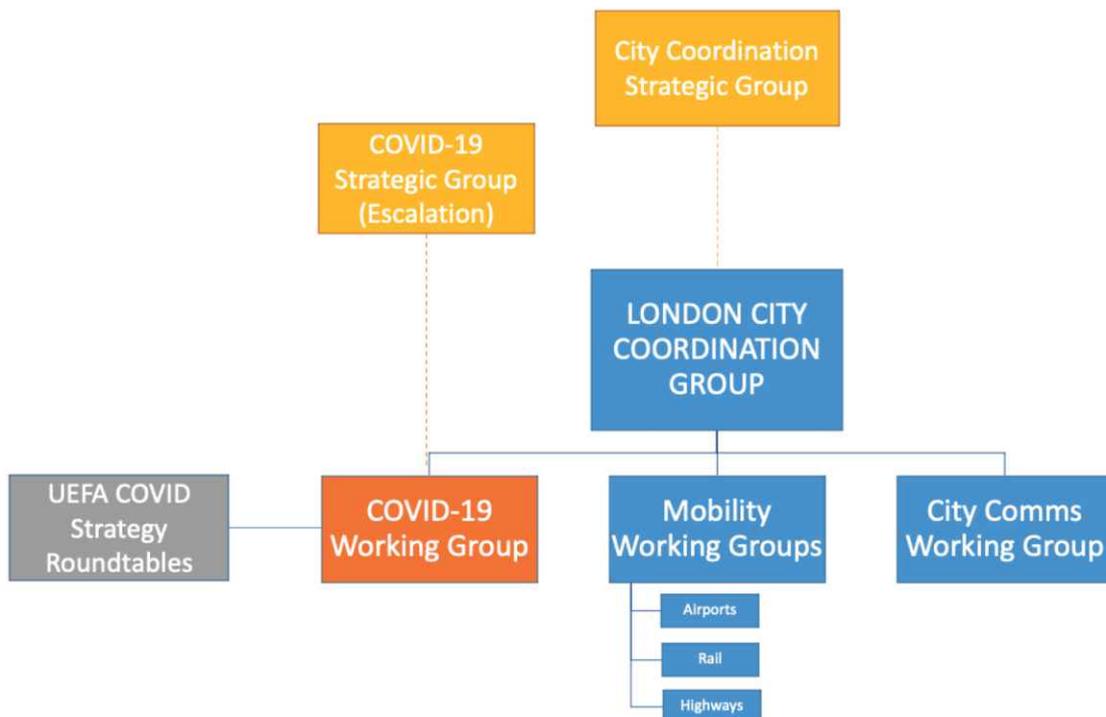
Planning for the UEFA EURO 2020 London Fan Zones is ongoing and detailed plans will be developed during the planning process in collaboration with the City Coordination Group consisting of the Greater London Authority (GLA), The Football Association (FA), National Health Service (NHS), Metropolitan Police Service (MPS), London Ambulance Service (LAS), Westminster City Council (WCC), London Borough of Southwark, London Borough of Brent, Transport for London (TfL), British Transport Police (BTP) and The Royal Parks. This group meets at least monthly to discuss ongoing plans for the EURO 2020 tournament, with the Fan Zone a regular agenda item.

In addition to the City Coordination Group, a focused COVID-19 Working Group meets fortnightly to proactively provide city-wide COVID-19 planning information and considerations which will inform planning. This group consists of the Greater London Authority (GLA), The Football Association (FA), Department for Digital, Culture, Media and Sport (DCMS), Public Health England (PHE), Department for Travel (DfT) and the Metropolitan Police Service (MPS).

Due to the uncertainty around the COVID-19 virus, the plans set out in this document take into consideration the delivery of the event under ordinary circumstances in order to ensure the event can be delivered. However, planning for the UEFA EURO 2020 London Fan Zones will be in conjunction with the above authorities and the guidance and legislation set by the UK Government at the time. This may mean that details of the event change throughout the course of the planning process in response to changing guidance.

The GLA and Jack Morton Worldwide (JMW) regularly meet with the above authorities to assess the status of COVID-19, and any decisions affecting the delivery of the event will be communicated by this group.

Following the announcement of the Government's 'Roadmap' out of COVID-19 restrictions, the following plans currently assume the event will be operated under the guidance and social distancing restrictions of Step 3 until 20<sup>th</sup> June, and from the 21<sup>st</sup> June, larger crowds can be accommodated but are still subject to restrictions and guidance to be announced by the Government.



## 2.3 Local Community Consultation and Stakeholder Engagement

As part of the planning process, JMW will engage with local businesses and residents who may be affected by activities proposed for the Trafalgar Square Fan Zone. Our engagement includes, but is not limited to:

- Direct engagement with property managers, neighbouring land-owners and local stakeholder groups
- Information letter drops and invitation to public (virtual) consultation sessions to inform and present proposed plans
- Ongoing consultation and liaison with blue light services, public transport providers and local authority representatives
- Publicly displayed and advertised notices of licensing proposals
- Email contact details (during consultation and planning), and a direct telephone line (for live event period)
- Attendance at coordinated regular meetings of the Licencing, Operational and Safety Planning Group (LOSPG)

## 2.4 Documentation

An Event Management Plan (EMP) will be produced to support planning of the event. All plans will be developed as the result of multi-agency liaison meetings throughout the planning process, and will be subject to scrutiny at the LOSPG.

In particular, but not limited to, the EMP will look to address the following issues with the approval of the LOSPG:

- COVID-19 Planning
- Noise and disturbance
- Cleaning and waste management, including the provision of litter picking in and immediately around the site
- Security and Steward Management
- Crowd Ingress and Egress Management, including the provision of stewards in and immediately around the site

### 3 About the Organiser

The Greater London Authority (the event organiser) have contracted Jack Morton Worldwide Ltd (event producer) as their event delivery partner to deliver and operate the EURO 2020 Fan Zone in London.

JMW and their management team will co-ordinate day-to-day operation of the Trafalgar Square Fan Zone. The management team for the Trafalgar Square Fan Zone will co-ordinate all activities associated with the build, live and derig periods, including deliveries, collections, waste management, security and safety management, food and beverage management, and entertainment.

JMW have successfully delivered the London New Year's Eve Fireworks for the last 17 years, as well as numerous public events including the ceremonies for various Commonwealth Games, Olympic Team GB Homecoming Events, and The Queen's Baton Relay.

The UEFA EURO 2020 Trafalgar Square Fan Zone is one of two Host City UEFA Festival sites being delivered by the GLA. The other being a Football Village on Potters Fields Park open to public every day of the tournament. Plans for both the Fan Zone and the Football Village will be managed and operated under a combined city management plan and will be supported by Project Leads from the GLA and JMW to ensure continuity across all venues.

As part of this planning, numerous stakeholders are being consulted with including London's blue light services, local authorities, TfL and other public transport providers, and local business and residents.

Detailed management plans are subject to continued planning for the EURO 2020 Fan Zones and will be updated in this document as appropriate.

#### 3.1 Organisation Structure

##### 3.1.1 Greater London Authority (Organiser)

As organiser, the GLA have final approval of financial management, concepts, delivery and management of the UEFA EURO 2020 Trafalgar Square Fan Zone.

##### 3.1.2 Jack Morton Worldwide (Delivery Partner)

As the delivery partner to the GLA, JMW are responsible for the event operations, technical production, site design and management, and health and safety planning for the UEFA EURO 2020 Trafalgar Square Fan Zone.

## 4 Key Delivery Dates

Period	Item / Documentation	Date
Pre-Event	Event Planning and Documentation	Ongoing
	Premises Licence pre-application feedback	17 December 2020
	Premises Licence Consultation Period	Ongoing
	Premises Licence full-application submission	Feb 2021
	Westminster Licensing, Operational and Safety Planning Group (LOSPG) meeting schedule	11 February 2021
		11 March 2021
	Final LOSPG for event sign off	15 April 2021
	Contingency LOSPG if required	13 May 2021
Premises Licence Committee Hearing	3 June 2021	
Live-Event	Competition Dates	22 April 2021
	Competition Dates	11 June – 11 July 2021
	Match Screening Days: Competition Group Stages <i>Matchday 1 (England vs Croatia)</i> <i>Matchday 2 (England vs Scotland)</i> <i>Matchday 3 (England vs Czech Republic)</i>	13 June 2021 18 June 2021 22 June 2021
	<i>(Competition Rest Days: 24 – 25 June 2021)</i>	
	Match Screening Days: Competition Knockout Stages <i>Round of 16 matches (TBC, held at Wembley)</i> <i>Round of 16 matches (if England progress, 1 match)</i> <i>Quarter-final matches (if England progress, 1 match)</i> <i>Semi-final matches (TBC, held at Wembley, 2 matches)</i> <i>Final match (TBC, held at Wembley, 1 match)</i>	26 June 2021 27 or 28 or 29 June 2021 2 or 3 July 2021 6 & 7 July 2021 11 July 2021
	<i>(Competition Rest Days: 30 June – 1 July, 4 – 5 &amp; 8 – 10 July 2020)</i>	
Activation Days: <i>Day 1</i> <i>Day 2</i> <i>Day 3</i>	8 July 2021 9 July 2021 10 July 2021	
Post-Event	Victory Parade (in the event that England Win in the final)	12 July 2021
	Post-event LOSPG	TBC

## 5 Event Days

Competition Schedule: 11th June – 11th July 2021 (31 days)

Non-Event Days: Days between match screening days where Trafalgar Square is accessible to the public (min. 16)

Match Screening Days: 13th, 18th, 22nd and 26th June (4 total)  
 27th or 28th or 29th June (1 total) (*dependent on England progressing*)  
 2nd or 3rd July (1 total) (*dependent on England progressing*)  
 6th, 7th and 11th July (3 total)

Activation Days: 7th – 10th July (4 total)

Victory Parade: 12th July (*dependent on England winning*)

Due to the small number of scheduled games to be screened at the Trafalgar Square Fan Zone, event infrastructure will not stay in situ for the entirety of 31 days but will ‘pop-up’ on the date’s matches are scheduled to be screened or on activation days.

### 5.1 Match Screening Days and Content

The Trafalgar Square Fan Zone intends to screen all seven matches held at Wembley Stadium, plus two extra matches featuring England if they progress into the Round of 16 and the Quarter Final, taking the maximum number of screened matches to nine.

These matches are detailed as follows:

Match Date	Kick-Off Time	Match Fixture	Played at Wembley	Screened at Fan Zone
<b>Group Stages</b>				
13th June	14:00	England vs Croatia	Yes	Yes
18th June	20:00	England vs Scotland	Yes	Yes
22nd June	20:00	England vs Czech Republic	Yes	Yes
<b>Knockout Stages</b>				
<b>Round of 16</b>				
26th June	20:00	TBC vs TBC (not England)	Yes	Yes
27th or 28th or 29th June	17:00 or 20:00	TBC vs TBC	No	ONLY if England progress into Round of 16
<b>Quarter Finals</b>				
2nd or 3rd July	17:00 or 20:00	TBC vs TBC	No	ONLY if England progress into Quarter Finals
<b>Semi Finals</b>				
6th July	20:00	TBC vs TBC	Yes	Yes
7th July	20:00	TBC vs TBC	Yes	Yes
<b>Final</b>				
11th July	20:00	TBC vs TBC	Yes	Yes

Match screening days will likely consist of:

- pre-match entertainment – MC/Host and DJ/live music and mascot appearances
- live broadcast including earlier match (if scheduled), and, recorded replays/highlights of previous matches
- food and beverage
- EURO 2020 Merchandise

### 5.1.1 Opening & Closing Times

On match days, kick-off times are fixed to either 14:00, 17:00 or 20:00 throughout the competition. The proposed daily public opening hours for the site will vary depending on the kick-off time of each match. Irrespective of the kick-off time, the site will only be open to the public a maximum of 3 hours prior to the kick-off of the Wembley, or should they qualify for the Round of 16 and Quarter-final matches, England, fixtures.

The time the site will closed to the public will depend on the following:

- whether extra time and penalties are required from the Knockout Stages
- whether extra time and penalties are required in addition to the trophy lift for the Final

Below are the estimated site operating times for each kick-off time:

Kick-off Time	14:00	17:00	20:00
<b>Doors Open (3 hours prior to kick-off, public onsite)</b>	<b>11:00</b>	<b>14:00</b>	<b>17:00</b>
<b>Bar and Food Concessions Open</b>	11:00	14:00	17:00
<i>Kick-off</i>	14:00	17:00	20:00
<i>Half time</i>	14:45	17:45	20:45
<i>2<sup>nd</sup> half kick-off</i>	15:00	18:00	21:00
<b>Bars Close (15 mins after start of 2<sup>nd</sup> half)</b>	<b>15:15</b>	<b>18:15</b>	<b>21:15</b>
<i>Full Time</i>			
<i>All Stages (normal time)</i>	15:55	18:55	21:55
<i>Knockout Stages (plus extra time)</i>	-	19:35	22:35
<i>Knockout Stages (plus extra time &amp; penalties)</i>	-	19:55	22:55
<i>Final (plus extra time, penalties, &amp; trophy lift)</i>	-	-	23:25*
<i>Kick-off (subsequent match)**</i>	17:00	20:00	-
<b>Bars Re-Open</b>	<b>17:00</b>	<b>20:00</b>	-
<i>Half time</i>	17:45	20:45	-
<i>2<sup>nd</sup> half kick-off</i>	18:00	21:00	-
<b>Bars Close (15 mins after start of 2<sup>nd</sup> half)</b>	<b>18:15</b>	<b>21:15</b>	-
<i>Full Time</i>			
<i>All Stages (normal time)</i>	18:55	21:55	-
<i>Knockout Stages (plus extra time)</i>	-	22:35	-
<i>Knockout Stages (plus extra time &amp; penalties)</i>	-	22:55	-
<b>Food Concessions Close (5 mins after match end)</b>			
<i>All Stages (normal time)</i>	19:00	22:00	22:00
<i>Knockout Stages (plus extra time)</i>	-	22:40	22:40
<i>Knockout Stages (plus extra time &amp; penalties)</i>	-	23:00	23:00
<i>Final (plus extra time, penalties, &amp; trophy lift)</i>	-	-	23:00*
<i>Live Screen Content Ends (10 mins after match end)</i>			
<i>All Stages (normal time)</i>	19:05	22:05	22:05
<i>Knockout Stages (plus extra time)</i>	-	22:45	22:45
<i>Knockout Stages (plus extra time &amp; penalties)</i>	-	23:05	23:05
<i>Final (plus extra time, penalties, &amp; trophy lift)</i>	-	-	23:35*
<b>Doors Close (45 mins after match end, public offsite)</b>			
<i>All Stages (normal time)</i>	19:40	22:40	22:40
<i>Knockout Stages (plus extra time)</i>	-	23:20	23:20
<i>Knockout Stages (plus extra time &amp; penalties)</i>	-	23:40	23:40
<i>Final (plus extra time, penalties, &amp; trophy lift)</i>	-	-	00:10*

Please note, where end time is listed as after midnight, this time is on the day following the match date, i.e. the Final (11th July 2021), where worst case, the site will be clear by 00:10 on the day following the match (12th July 2021).

\*All times for the Final Match are worst case. Should extra time or penalties not be required to settle to Final, the site will be clear earlier than estimated in the table.

\*\*The screening of subsequent matches will **only** occur, should England qualify, for the 17:00 fixture in the Round of 16 and the 17:00 fixture in the Quarter-finals.

On match screening days the supply of alcohol from the bars shall start a maximum of 3 hours prior to the kick-off of the Wembley or England matches, and cease no later than 15 minutes after the start of the second half of the Wembley or England matches. Where consecutive matches are screened the bars shall be permitted

to supply alcohol from the kick-off of the subsequent match and the supply of alcohol shall cease no later than 15 minutes after the start of the second half of that match. The closing times of bars will be prominently displayed on bar signage.

## 5.2 Activation Days and Content

On days where matches are not played the site proposed may be used for a number of activation days. These days will not include live screenings of scheduled matches.

The proposed activation days are as follows:

Date	Doors Open	Bars Open	Bars Close	Doors Close	Activation Pre-Match	Doors Re-open	Details
8th July	12:00	12:00	21:45	22:00	No	N/A	Site will close to the public at the end of the activation and be reset for the following day
9th July	12:00	12:00	21:45	22:00	No	N/A	Site will close to the public at the end of the activation and be reset for the following day
10th July	12:00	12:00	21:45	22:00	No	N/A	Site will close to the public at the end of the activation and be reset for the following day

*NB. Bar opening hours are maximum and are subject to Activation scheduling where they will likely reduce*

Activation Days will likely consist of:

- entertainment – MC/Host and DJ/live music
- recorded replays/highlights of the scheduled matches
- food and beverage
- EURO 2020 Merchandise
- Activations, which may be branded by UEFA sponsors

## 5.3 Victory Parade (if England win)

Should England win, The Football Association (FA), the governing body of English football, will likely have plans in place to deliver a Victory Parade. All plans for the parade are the responsibility of The FA and will not directly form part the planning for the Trafalgar Square Fan Zone. However, the GLA is committed to supporting The FA, and should a Victory Parade be planned through central London, the Trafalgar Square Fan Zone will provide support for fans.

Plans to utilise the Fan Zone for the Victory Parade will be made in conjunction with all relevant authorities including WCC and MPS. Details of which will be discussed and agreed by the City Coordination Strategic Group, and at the LOSPG.

Victory Parade will likely consist of:

- entertainment – MC/Host and DJ/live music
- recorded replays/highlights of the scheduled matches
- food and beverage
- EURO 2020 Merchandise

Date	Doors Open	Bars Open	Bars Close	Doors Close	Details
12th July	11:00	11:00	15:00	17:00	Site will open to provide facilities to fans attending the Victory Parade should England win the tournament

## 5.4 Summary of Event Days and Site Occupancy

Key	Explanation			
	Site open for public access			
	Site closed dependant on how England progress			
	Site closed to general public			

Event Date	Event Type	Build Start	Derig Finish	Comment
11th June	-	-	-	
12th June	-	-	-	Trafalgar Square open to public until 21:00
13th June	Match 1	21:00 12th June	03:00 14th June	
14th June	-	-	-	Trafalgar Square open to public from 03:00
15th June	-	-	-	
16th June	-	-	-	
17th June	-	-	-	Trafalgar Square open to public until 17:00
18th June	Match 2	17:00 17th June	06:00 19th June	
19th June	-	-	-	Trafalgar Square open to public from 06:00
20th June	-	-	-	
21st June	-	-	-	Trafalgar Square open to public until 21:00
22nd June	Match 3	21:00 1st June	06:00 23rd June	
23rd June	-	-	-	Trafalgar Square open to public from 06:00
24th June	-	-	-	
25th June	-	-	-	Trafalgar Square open to public until 21:00
26th June	Match 4	21:00 25th June	06:00 27th June	Unless England qualify for the Round of 16 match on the 27 <sup>th</sup> , 28 <sup>th</sup> , 29 <sup>th</sup> June, in which case, derig will follow that match.
27th or 28th or 29th June	Match 5	-	06:00 28th June	Infrastructure remains in place following match on 26th June if England qualify for R. of 16. Otherwise, Trafalgar Square open to public from 06:00 on day following match.
		-	06:00 29th June	
		-	06:00 30th June	
30th June	-	-	-	Trafalgar Square open to public from 06:00
1st July	-	-	-	Trafalgar Square open to public until 21:00
2nd July or 3rd July	Match 6	21:00 1st July	06:00 3rd July	Required if England qualify for Quarter-final.
		21:00 2nd July	06:00 4th July	Trafalgar Square open to public from 06:00 on day following match.
4th July	-	-	-	Trafalgar Square open to public from 06:00
5th July	-	-	-	Trafalgar Square open to public until 21:00
6th July	Match 7	21:00 5th July	-	Infrastructure will stay in place following match 7
7th July	Match 8	-	-	
8th – 10th July	Activation 1, 2, 3	-	-	
11th July	Match 9	-	07:00 12th July	Unless England win, in which case derig will follow the Victory Parade
12th July	Victory Parade	-	TBC PM 12th July	Required if England win the tournament. Infrastructure will stay in place following the Final. Otherwise, site clear for public access

## 6 Site Design

The site has been designed to maximise the available viewing capacities of each screen whilst showing consideration to the access requirements and limitations for the public, ensuring a high level of planning consideration towards emergency and evacuation procedures ensuring safe evacuation of the site should it be required.

Where reasonably practicable, the planning and organising of this event and the standards for the provision of services are in accordance with the Event Safety Guide (commonly known as the purple guide), the Construction (Design and Management) Regulations 2015, and the Health and Safety at Work Act 1974, but emphasising the 1999 Health and Safety at Work Regulations which place duties upon employers, self-employed persons to undertake health and safety risk assessments, identify control measures, inform others and coordinate communication of those issues.

Additionally, the GLA require all of its projects and events to meet all current Mayor of London policies.

All plans and design are subject to continued planning and ongoing discussions with WCC, TfL and the MPS and may be subject to change.

### 6.1 The Site

The competition is played across 31 days and as the competition draws to a close, interest and demand will increase, in particular, if England progress through each stage. In order to minimise the impact to the local area, but also adapt the site as interest increases, the proposed site will increase in area as the competition progressed.

The Main Site will consist of and include the areas of Trafalgar Square, the North Terrace and Pall Mall East with an available capacity of 7,752 pax excluding staff. Where required, the Main Site will be increased to include the Morley's Hill extension with a total capacity of 9,508 pax excluding staff. However, capacities are subject to ongoing planning and may change.

If England do not progress into the Knockout Stages, it's possible that the Morley's Hill extension will not be used until the final, however, an assessment will be made ahead of each appropriate match, irrespective of whether England are playing, to determine its use.

Match Date	Match Fixture	Main Site	Extension	Comment
<b>Group Stages</b>				
13th June	England vs Croatia	Yes	No	Socially Distance Plan
16th June	England vs Scotland	Yes	No	Socially Distance Plan
22nd June	England vs Czech Republic	Yes	No	
<b>Knockout Stages</b>				
<b>Round of 16</b>				
26th June	TBC vs TBC (not England)	Yes	No	
27th or 28th or 29th June	TBC vs TBC	Yes	No	
<b>Quarter Finals</b>				
2nd or 3rd July	TBC vs TBC	Yes	TBC	Will ONLY be required if England progress into Quarter-finals
<b>Semi Finals</b>				
6th July	TBC vs TBC	Yes	TBC	Will ONLY be required if England progress into Semi-finals
7th July	TBC vs TBC	Yes	TBC	Will ONLY be required if England progress into Semi-finals
<b>Final</b>				
11th July	TBC vs TBC	Yes	Yes	Will be used regardless of fixture

Whilst the Main Site and Extension demonstrates the maximum capacity proposed, and is the maximum site to reference in consideration to the Licence Application, the Main Site and Extension will likely only be used on a maximum of three occasions.

Government guidance (the 'Roadmap') has been updated since v1.0 of this document and as such, it is now known that certain social distancing guidelines will be in place between 17<sup>th</sup> May and 21<sup>st</sup> June. The Trafalgar Square Fan Zone plans to screen two Wembley matches prior to 21<sup>st</sup> June. The Socially Distanced Plan reflects this for those two matches.

The Socially Distanced Plan utilises furniture to locate ticket holders to a fixed location up to a maximum of 4 people. Each furniture item is spaced at 3m from each other to allow for safe social distancing between groups for ticket holders and staff to pass through.

From 21<sup>st</sup> June, it is anticipated that the government guidance (the 'Roadmap') will lift social distancing guidelines. The Trafalgar Square Fan Zone plans to screen five Wembley matches, and up to two England matches should they progress, after 21<sup>st</sup> June. The Post 21<sup>st</sup> June Plan reflects this for those seven matches.

Post 21<sup>st</sup> June, a maximum capacity will be agreed with the LOSPG and will be subject to any remaining government guidance on social distancing, in addition to agreed capacity calculations.

#### 6.1.1 Main Site

Trafalgar Square, North Terrace and Pall Mall East.

#### 6.1.2 Main Site including Extension

Trafalgar Square, North Terrace, Pall Mall East and Morley's Hill (used for purpose of licence application).

#### 6.1.3 Contingency Viewing Area

Due to the unknown nature of COVID-19, and the possibility that England may reach the final, plans for an overflow viewing area are being discussed with the relevant authorities.

For the final, if England reach the final, or should social distancing guidelines require it, a contingency viewing area to the south of Trafalgar Square, facing towards Whitehall and Northumberland Avenue may be deployed to accommodate the general public.

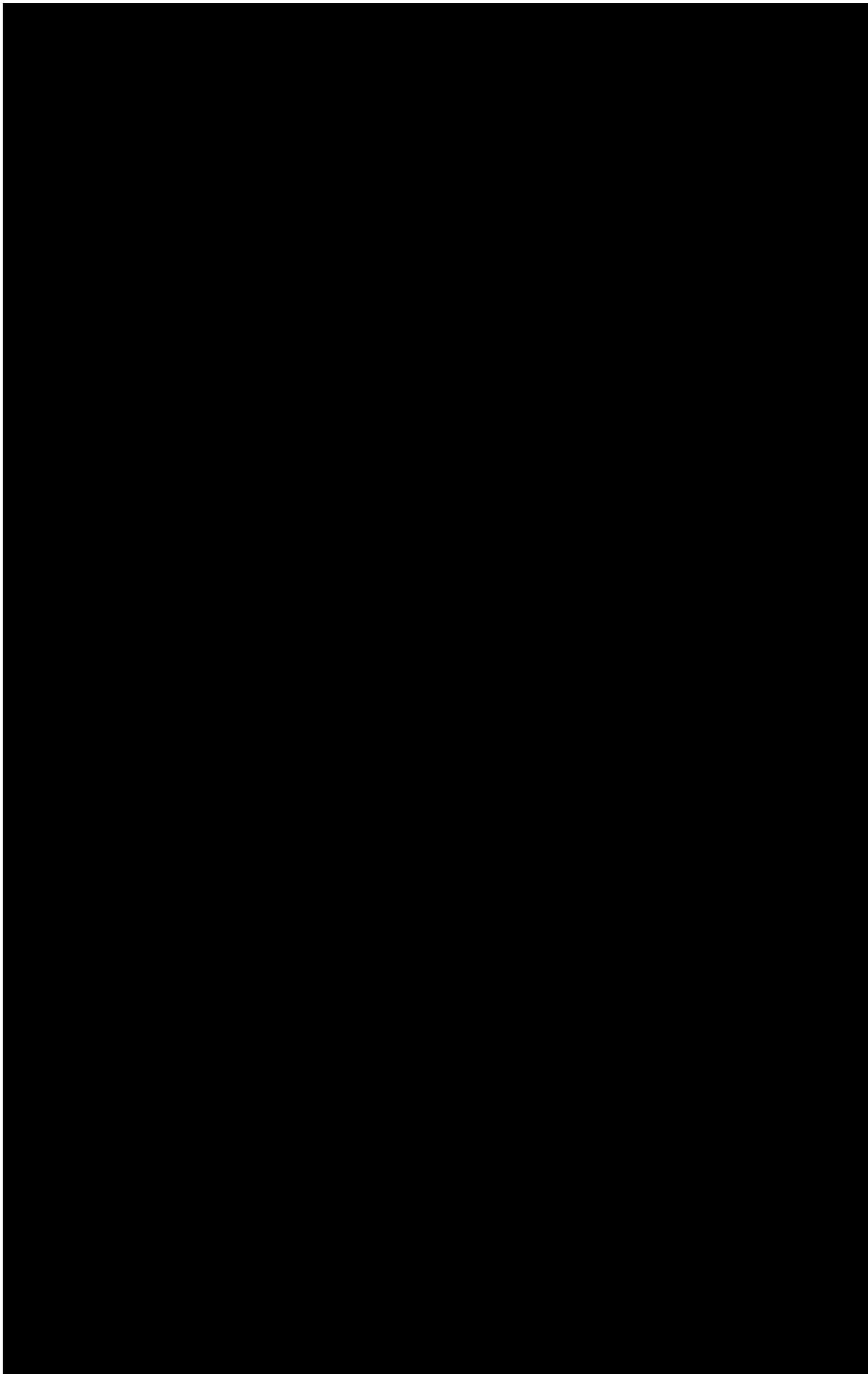
Should this occur, there is no intention from the organiser (GLA) to offer regulated entertainment or carry out licensable activities in this contingency viewing area, and only the live television broadcast will be available to view.

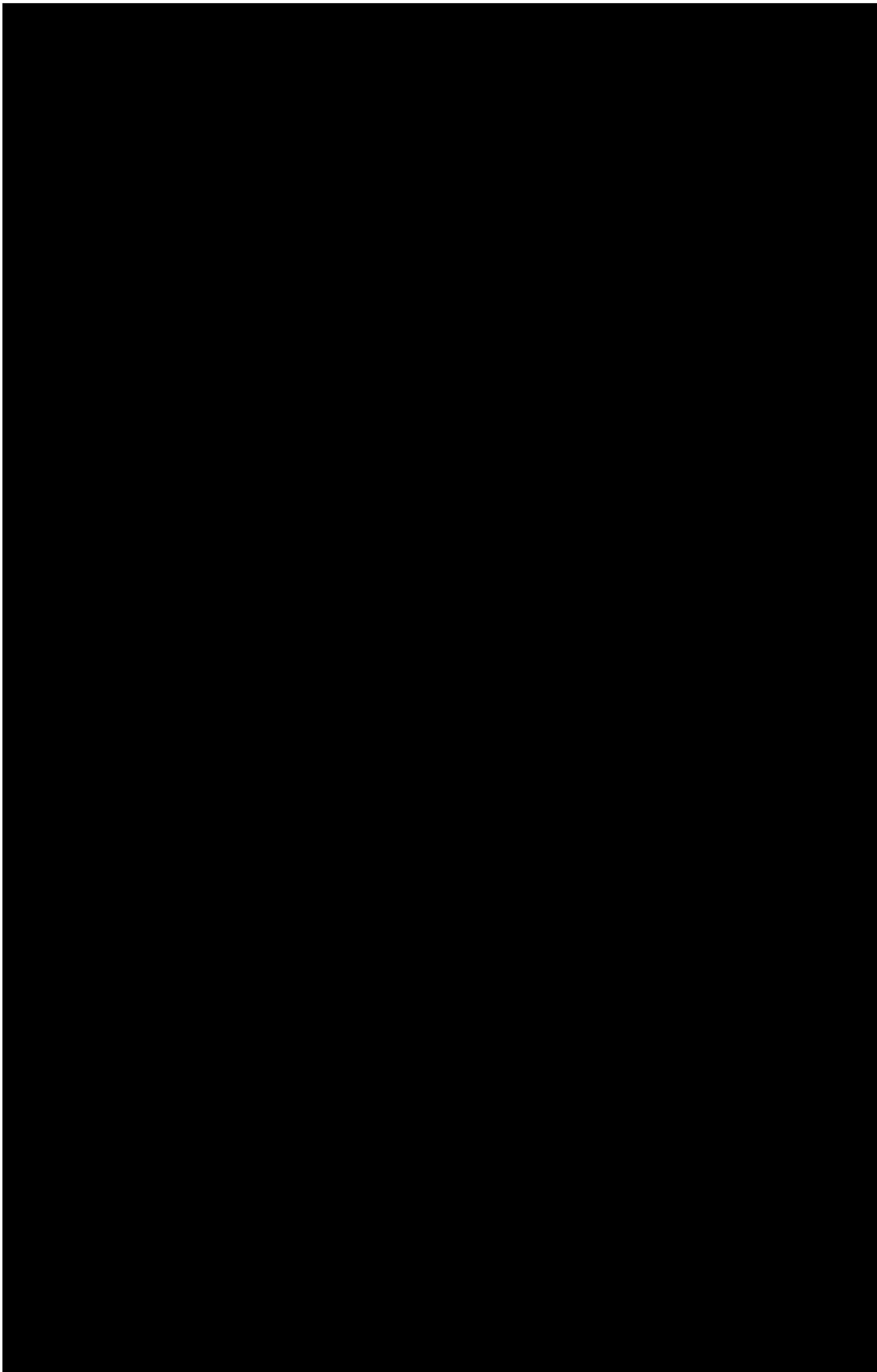
Care will be taken to minimise the impact to local businesses and residents and details of plans (if contingency viewing area is required) will be provided in due course.

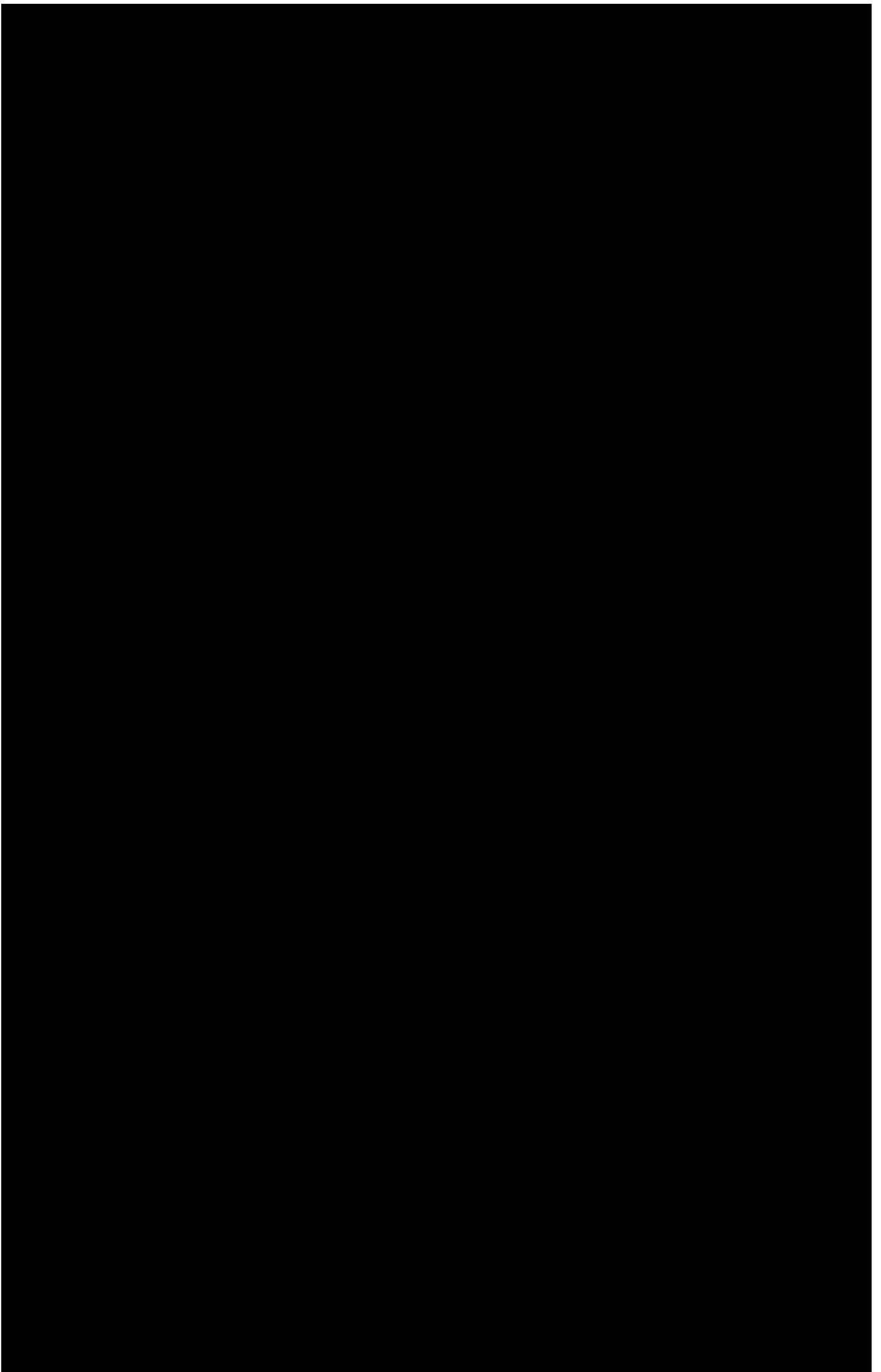
## 7 Summary

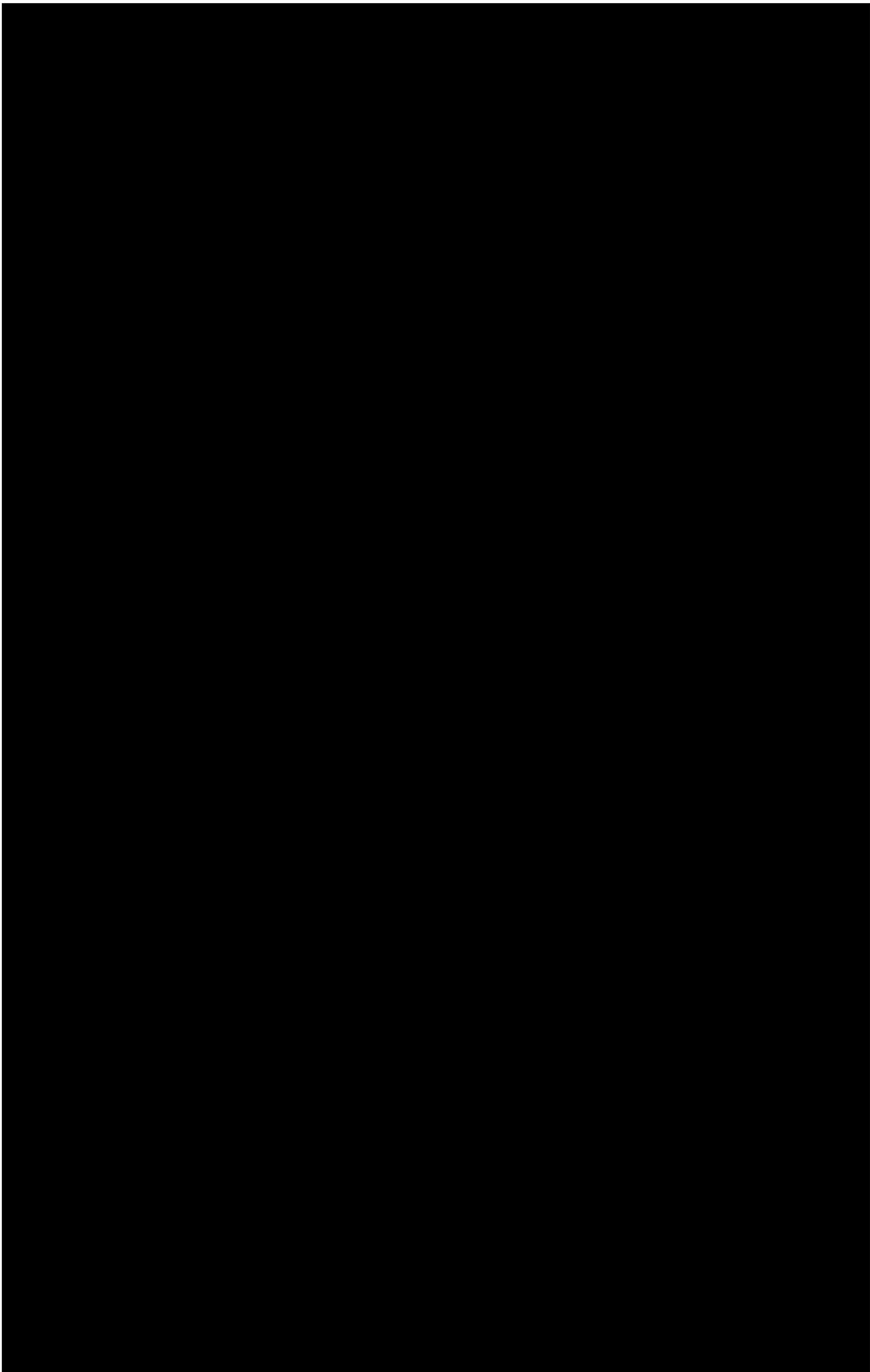
An Event Management Plan (EMP) will be produced to support planning of the event. All plans will be developed as the result of multi-agency liaison meetings throughout the planning process, and will be subject to scrutiny at the Licensing, Operational, Safety Planning Group (LOSPG).

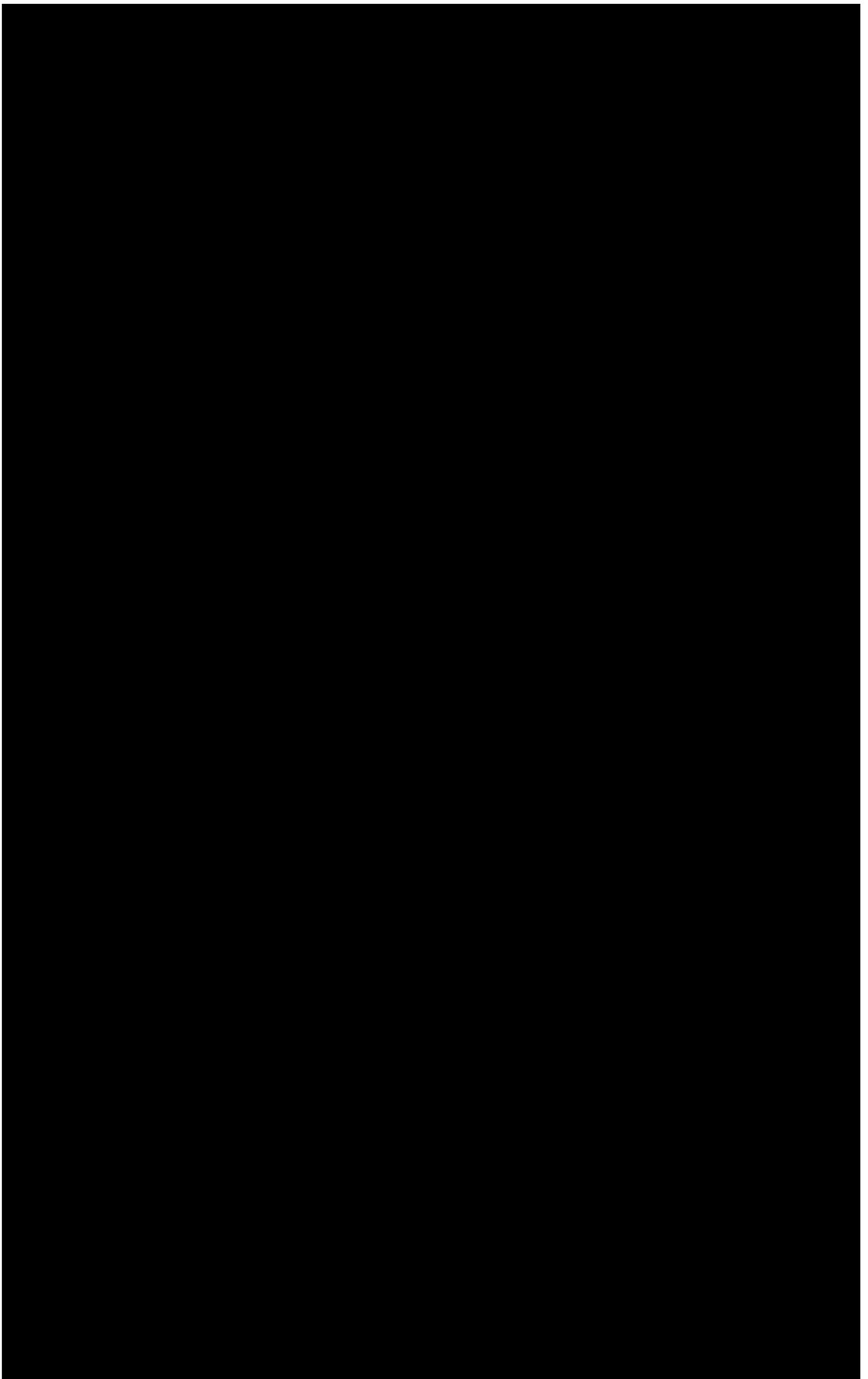
**Event Management Plan (Confidential)**

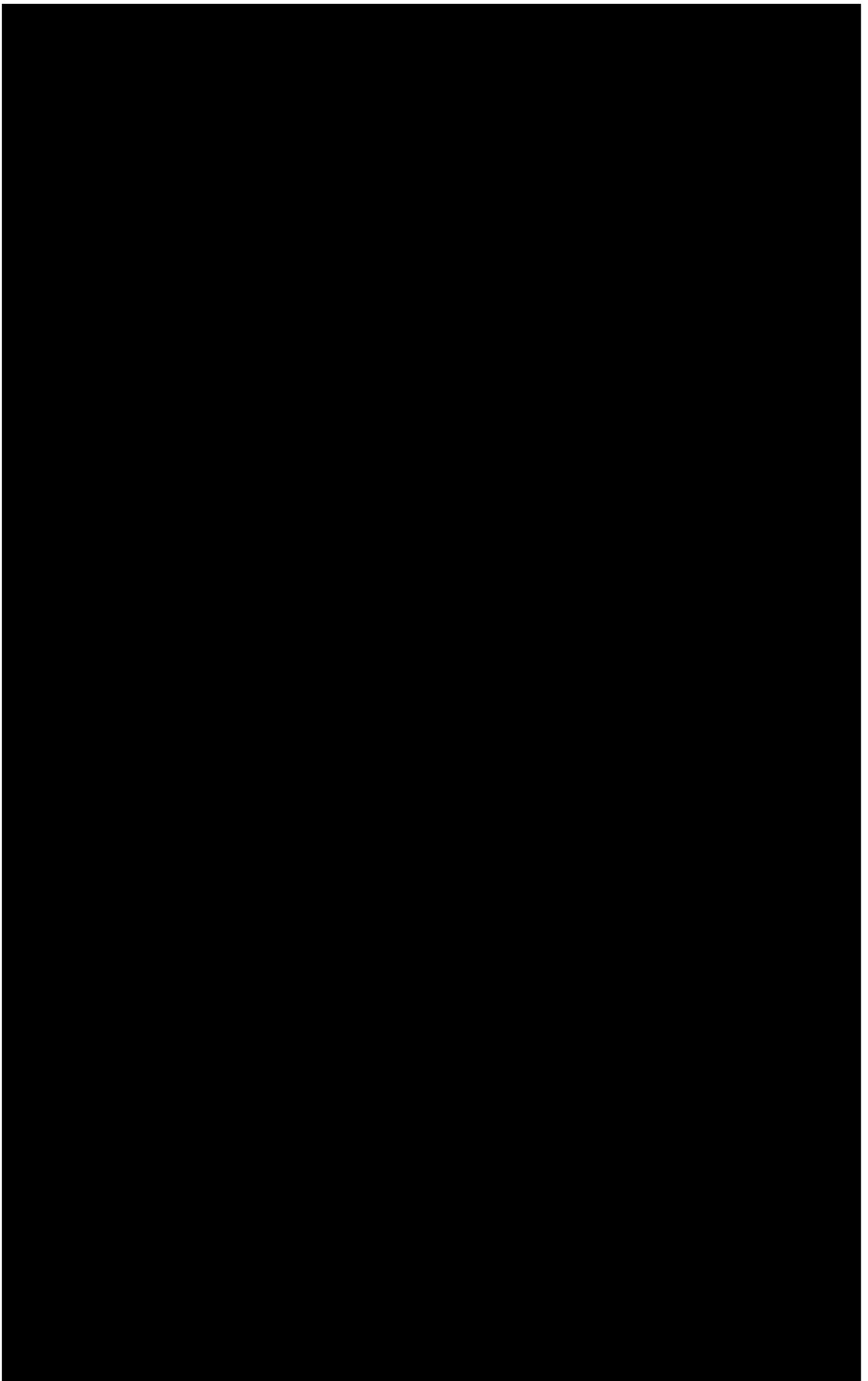


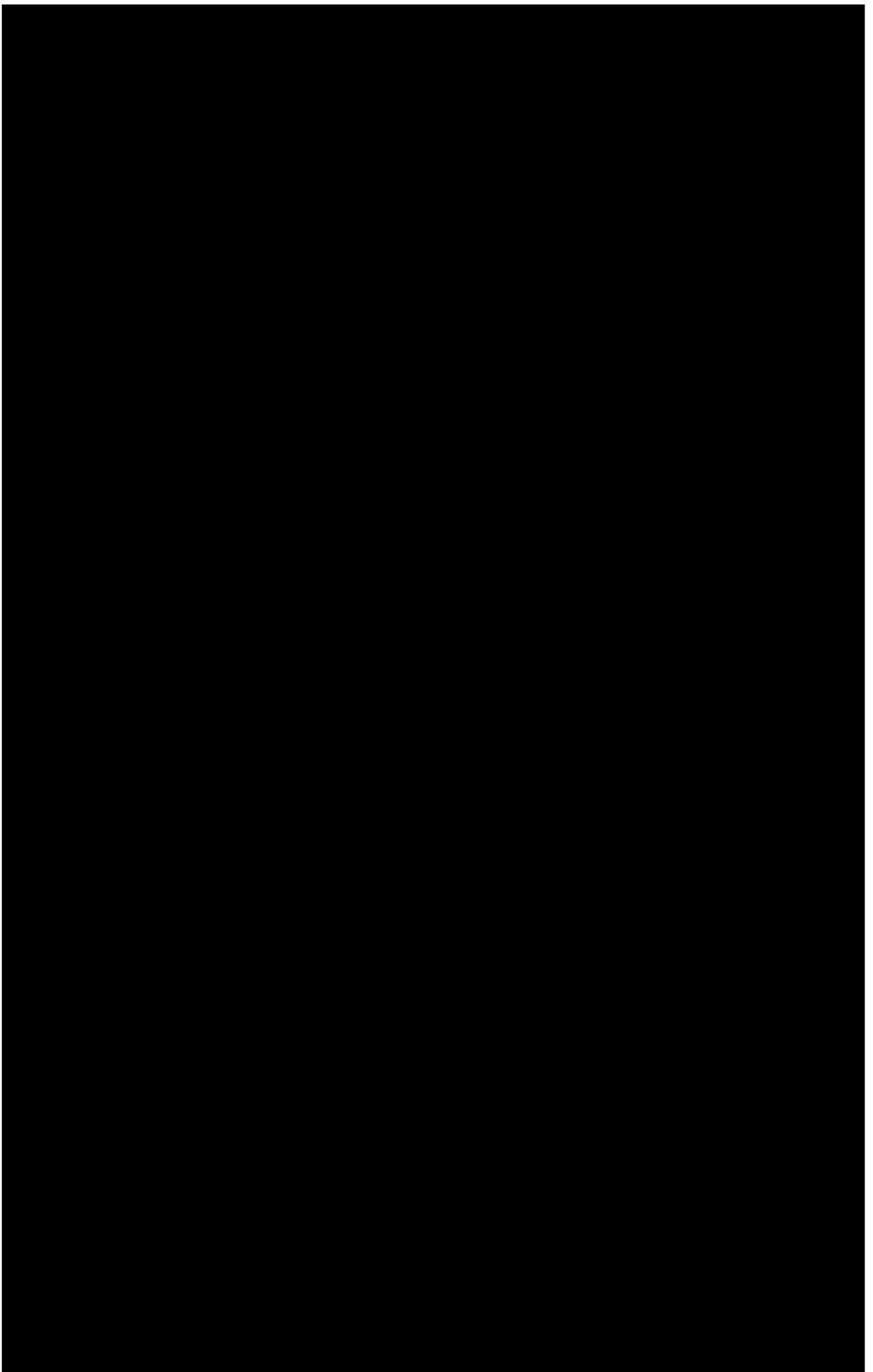


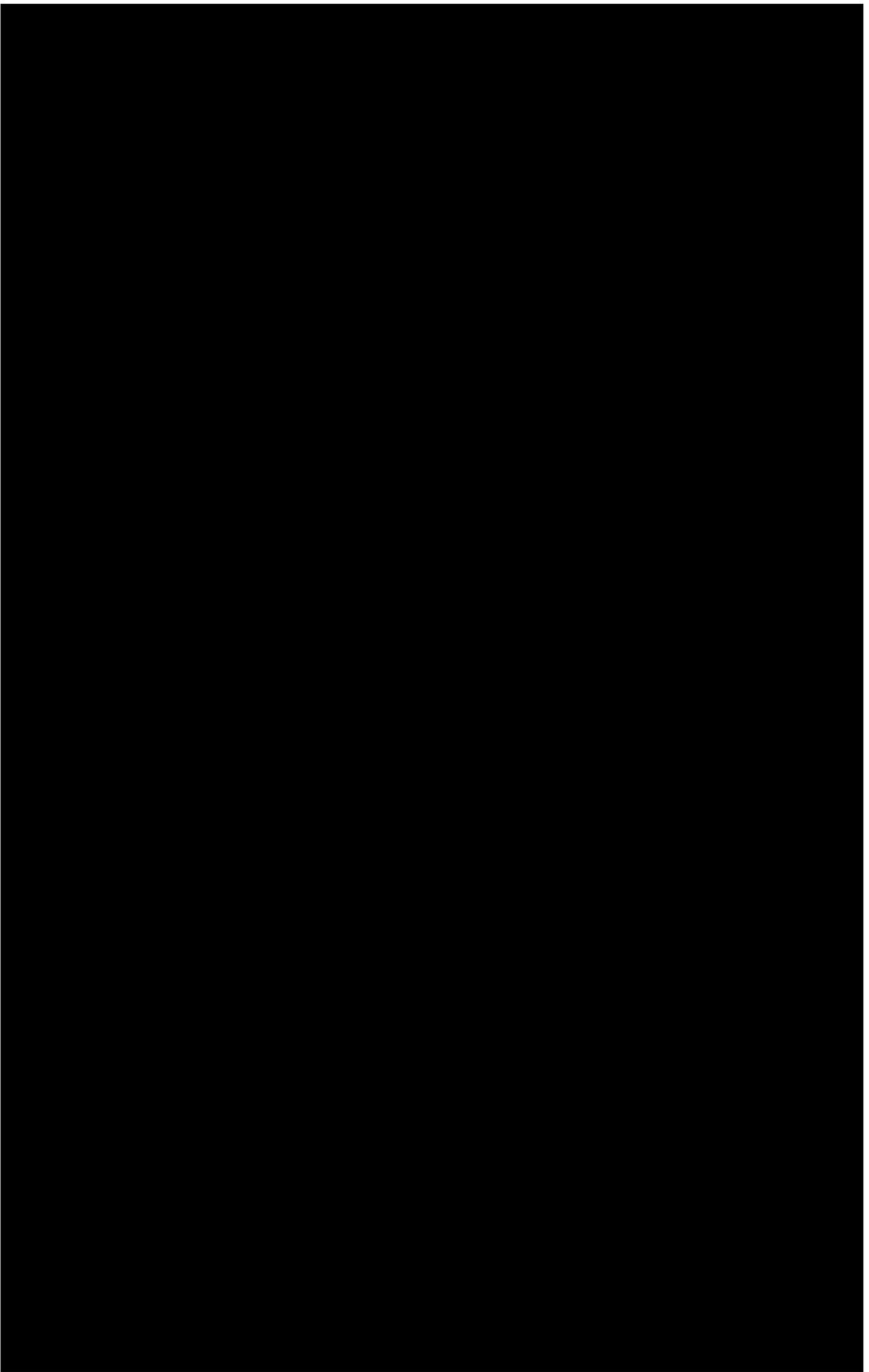


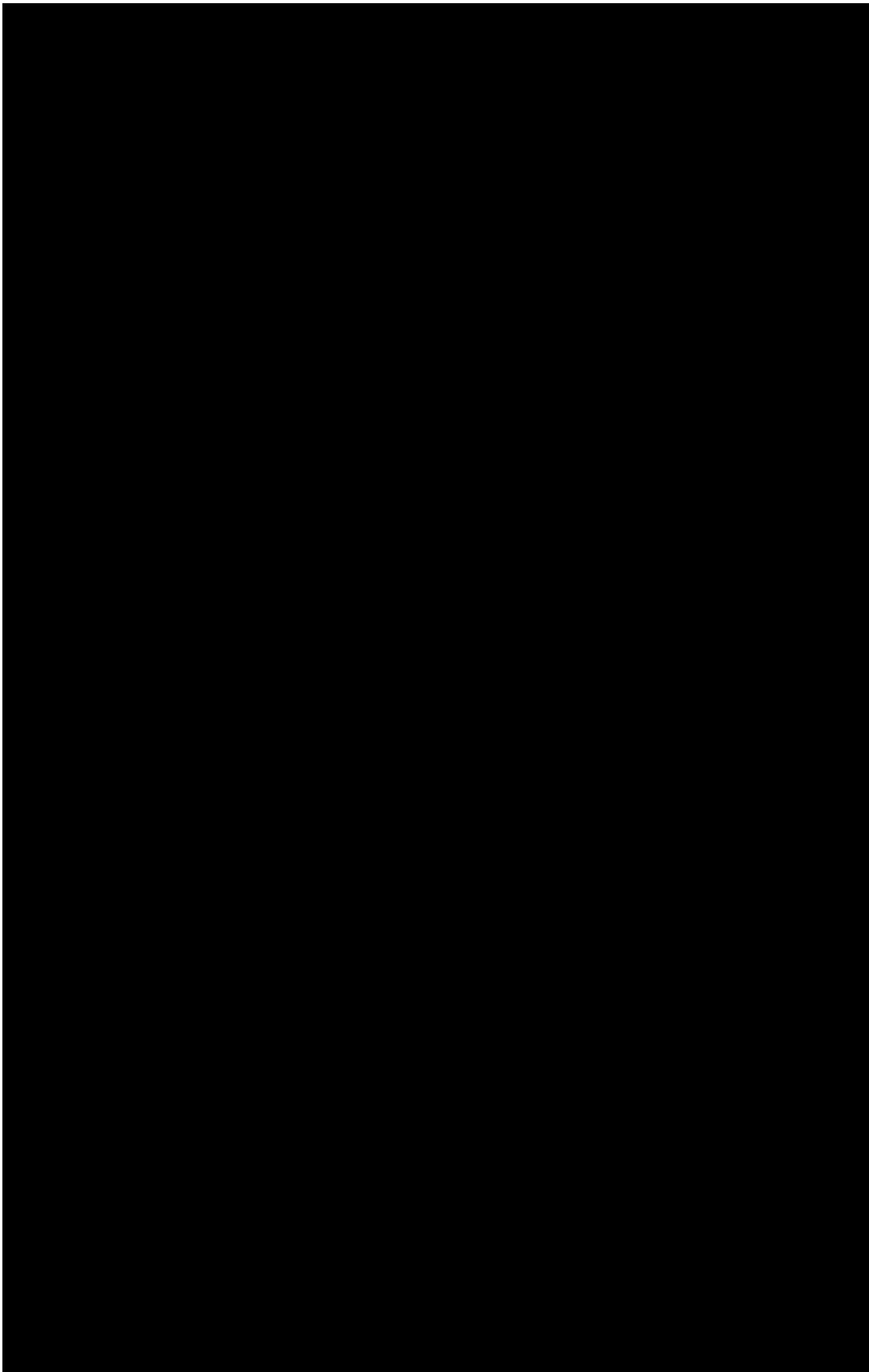


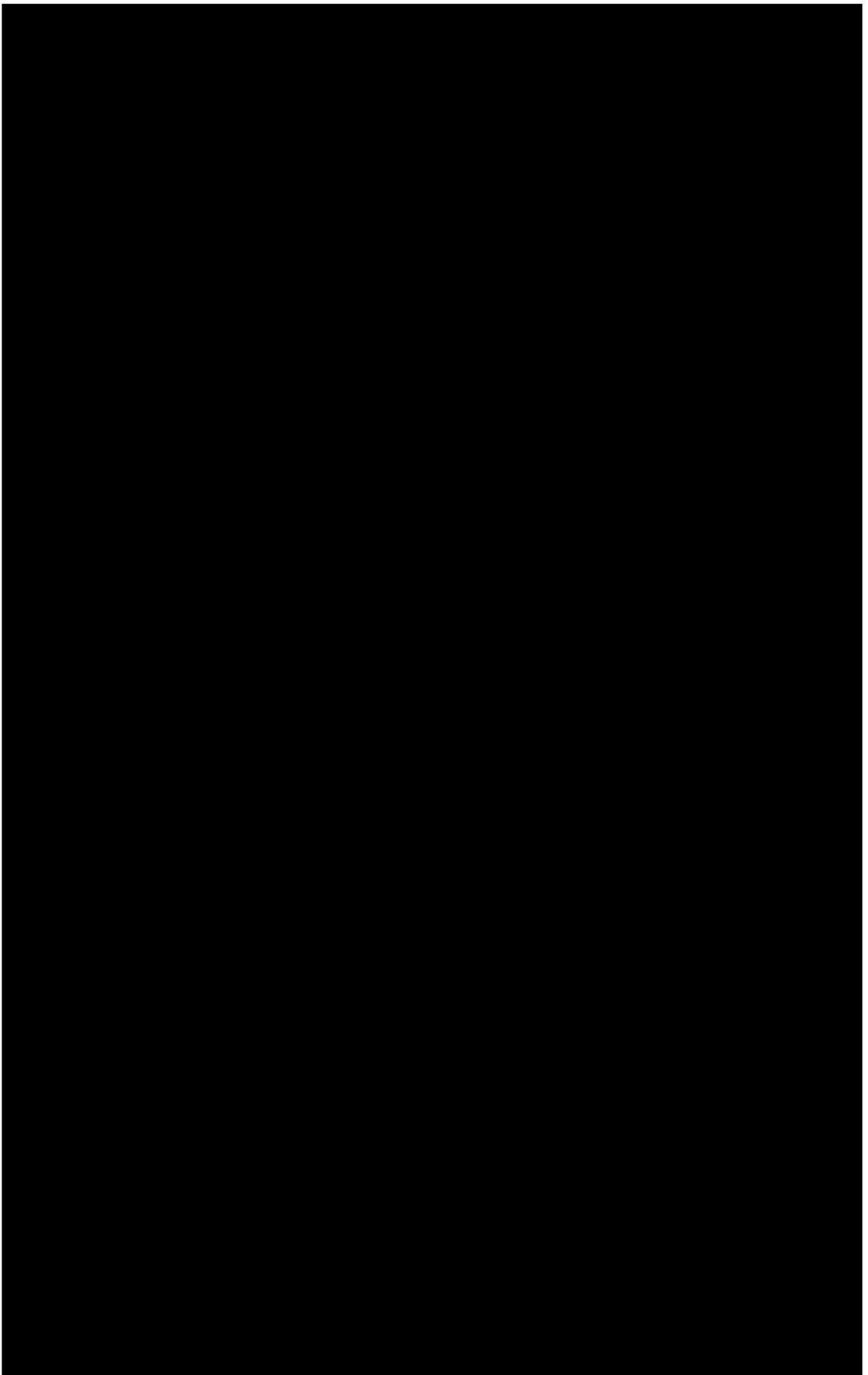


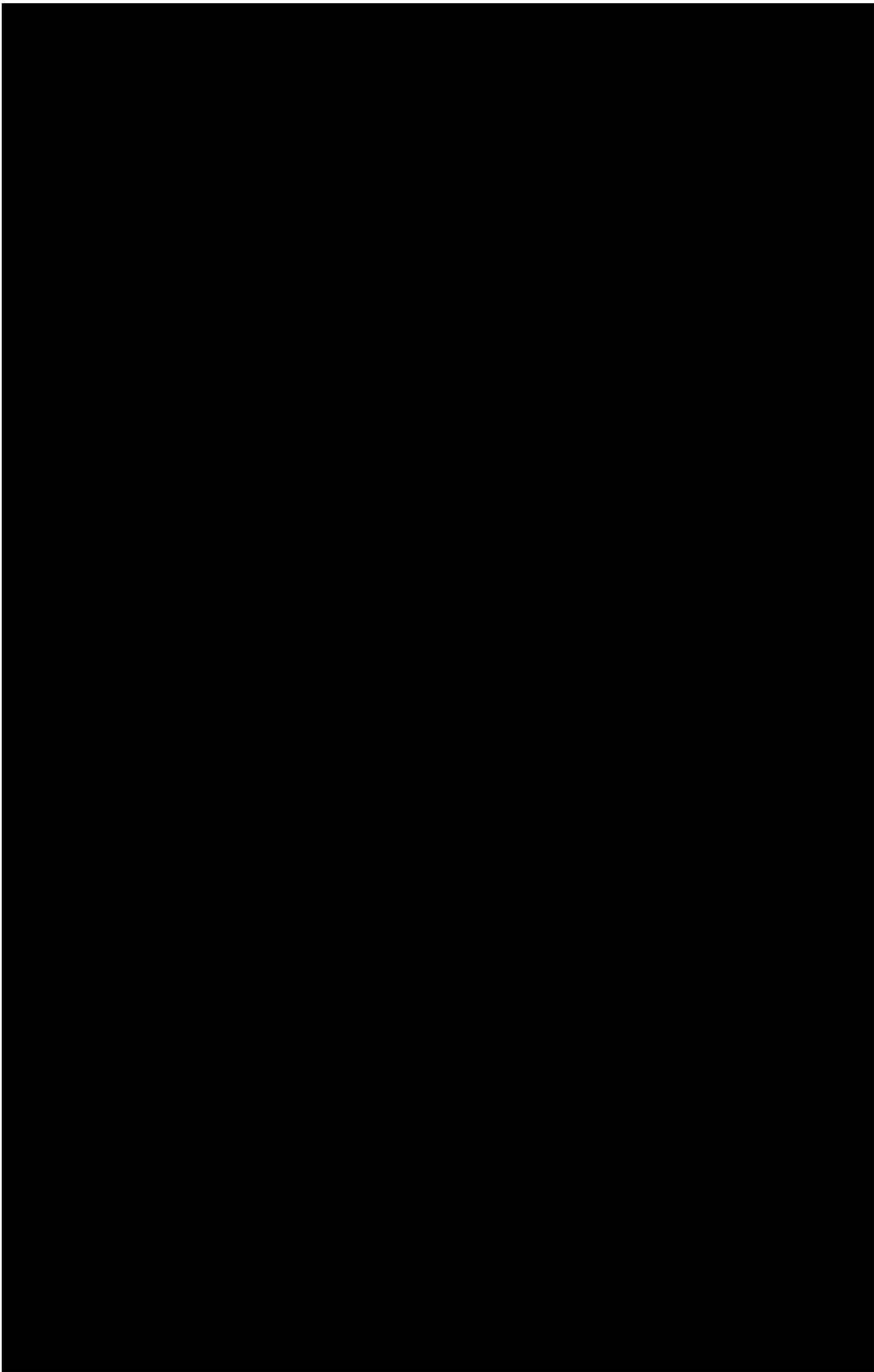


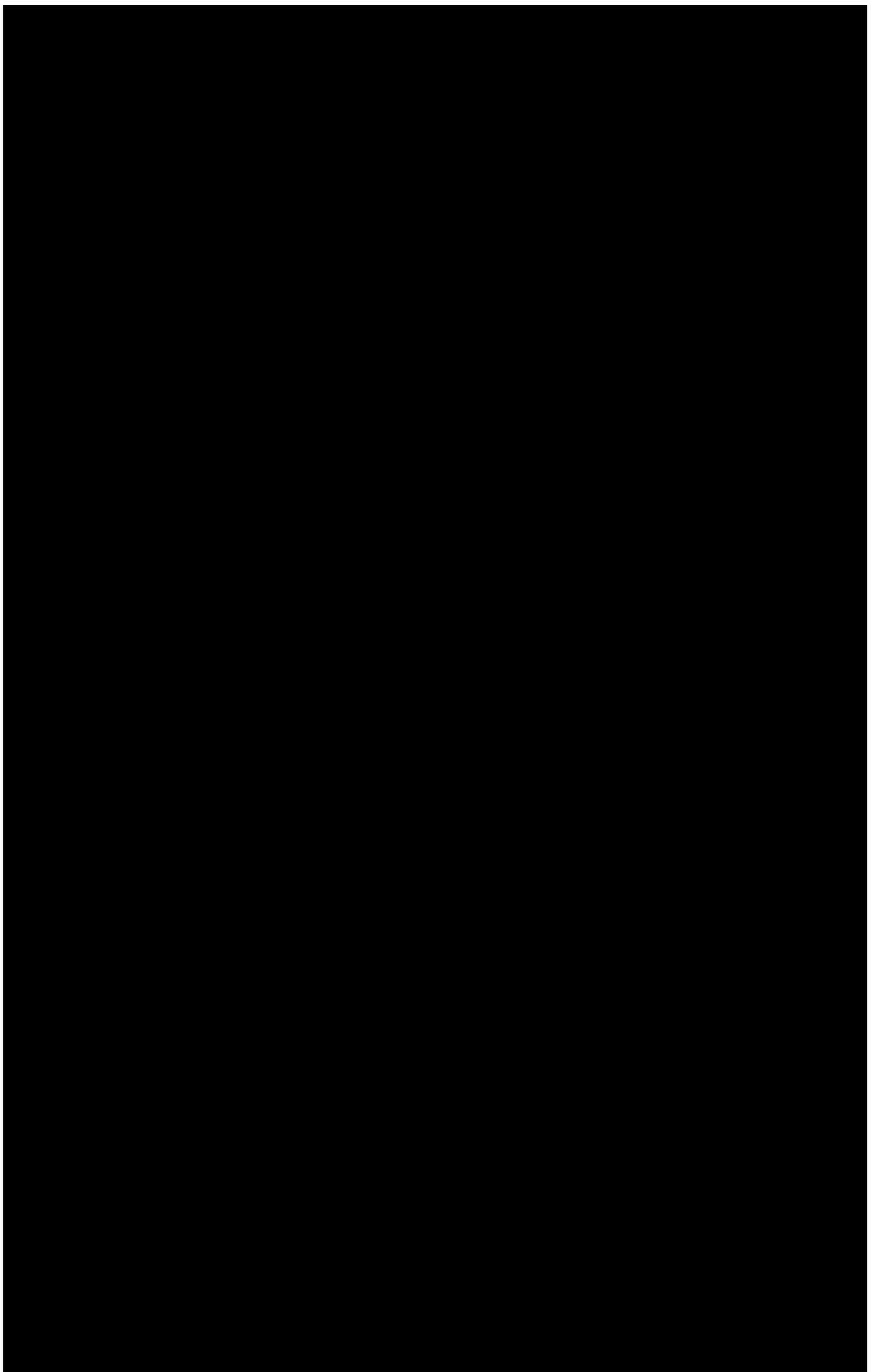


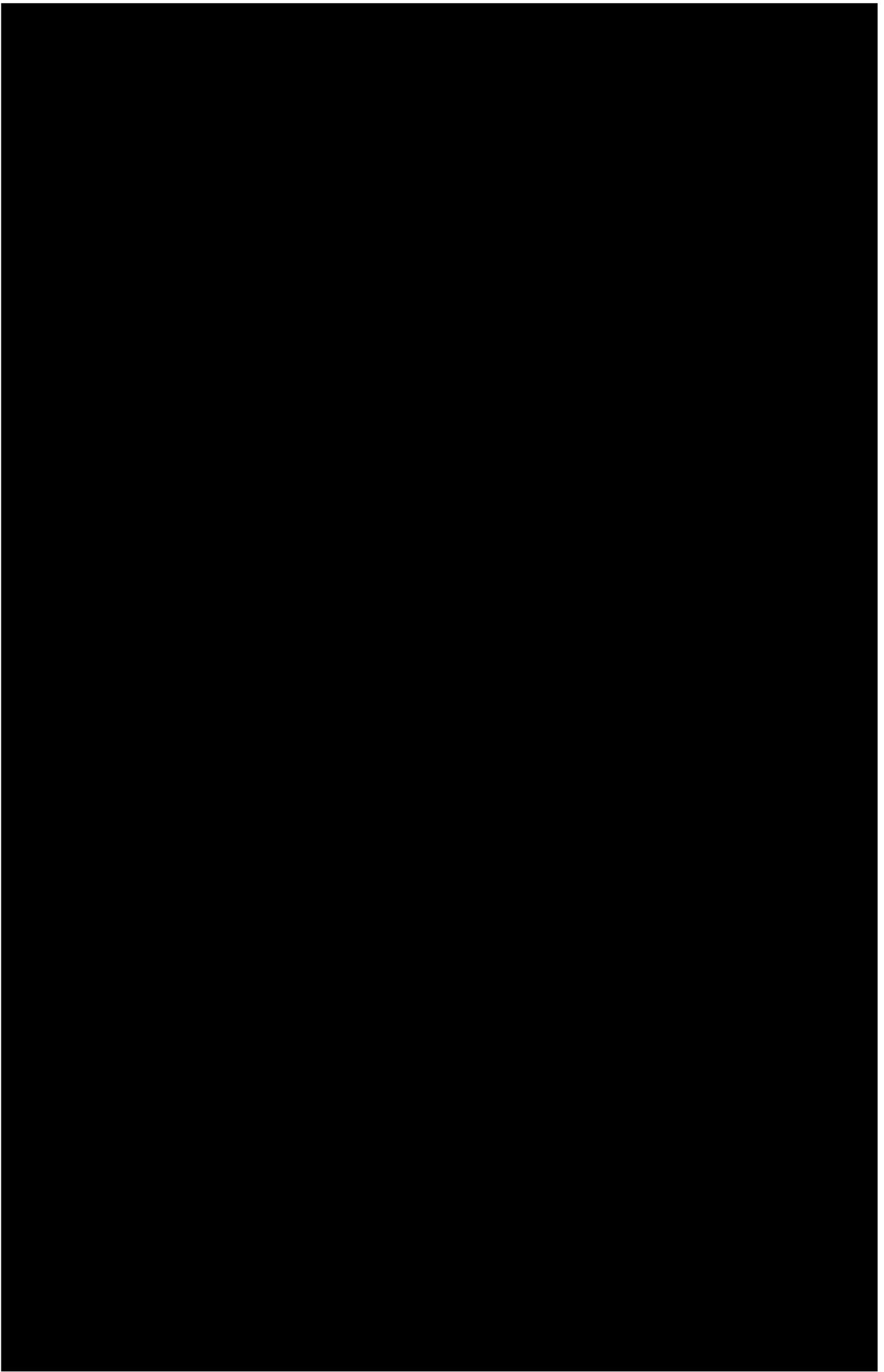


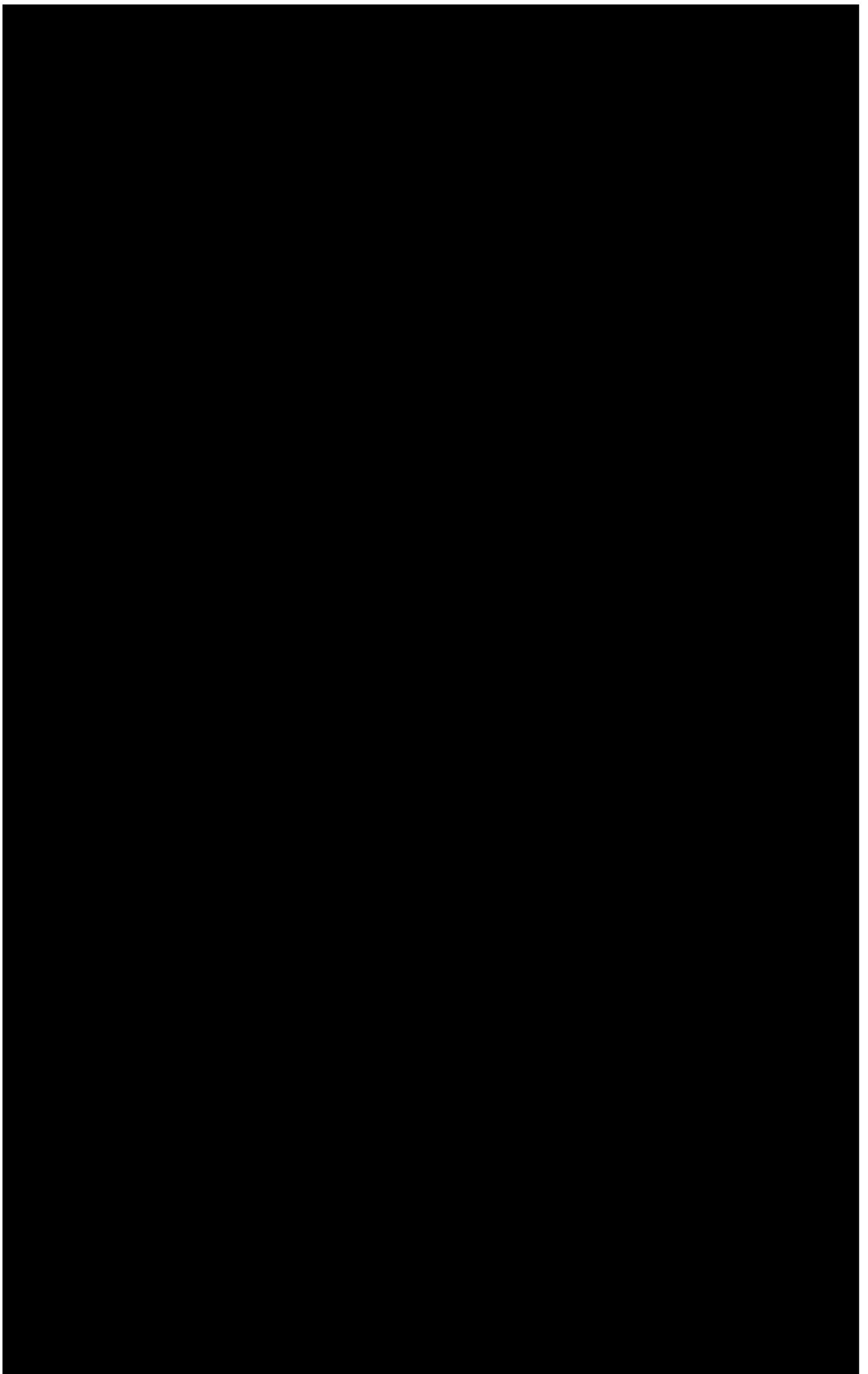


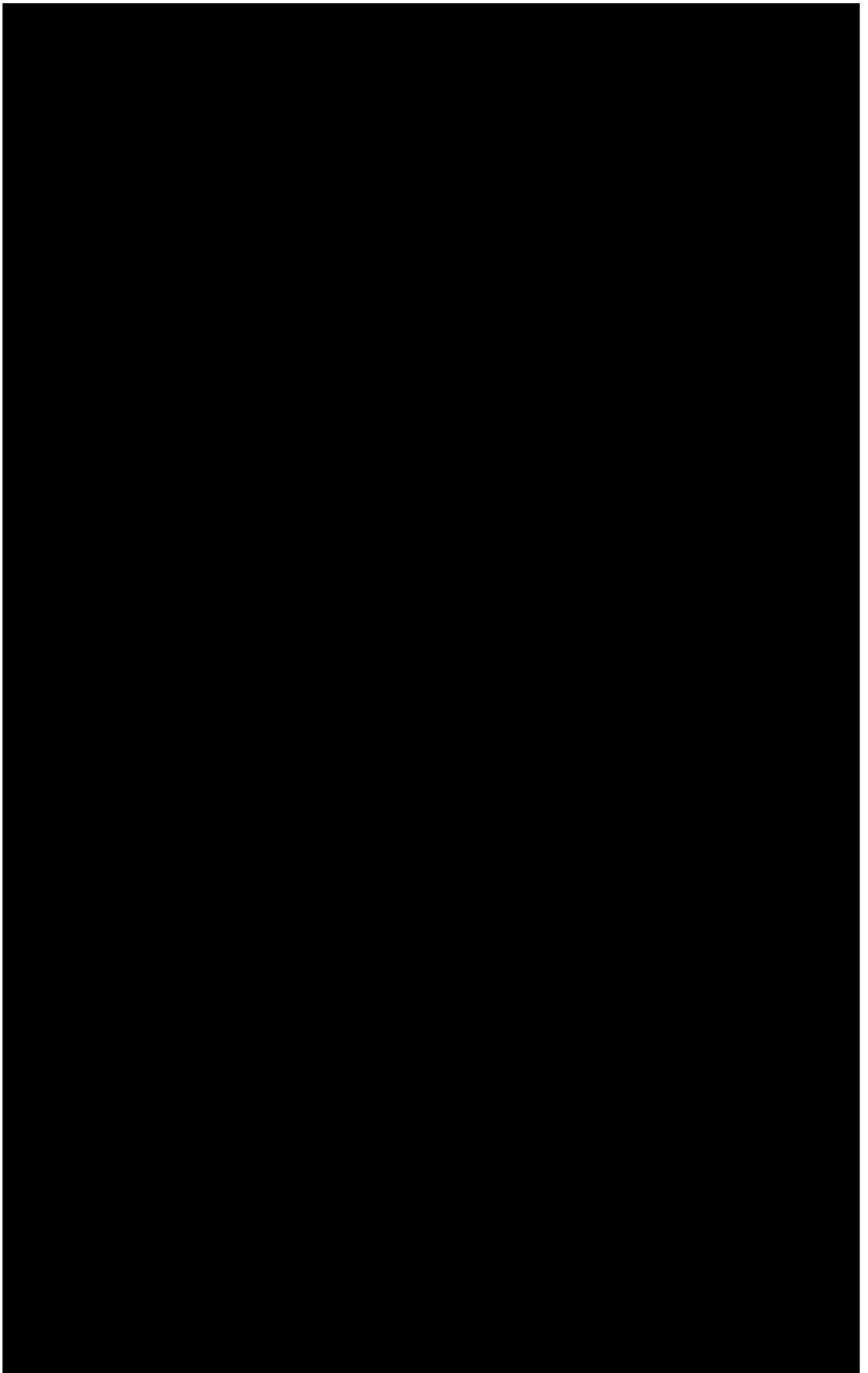


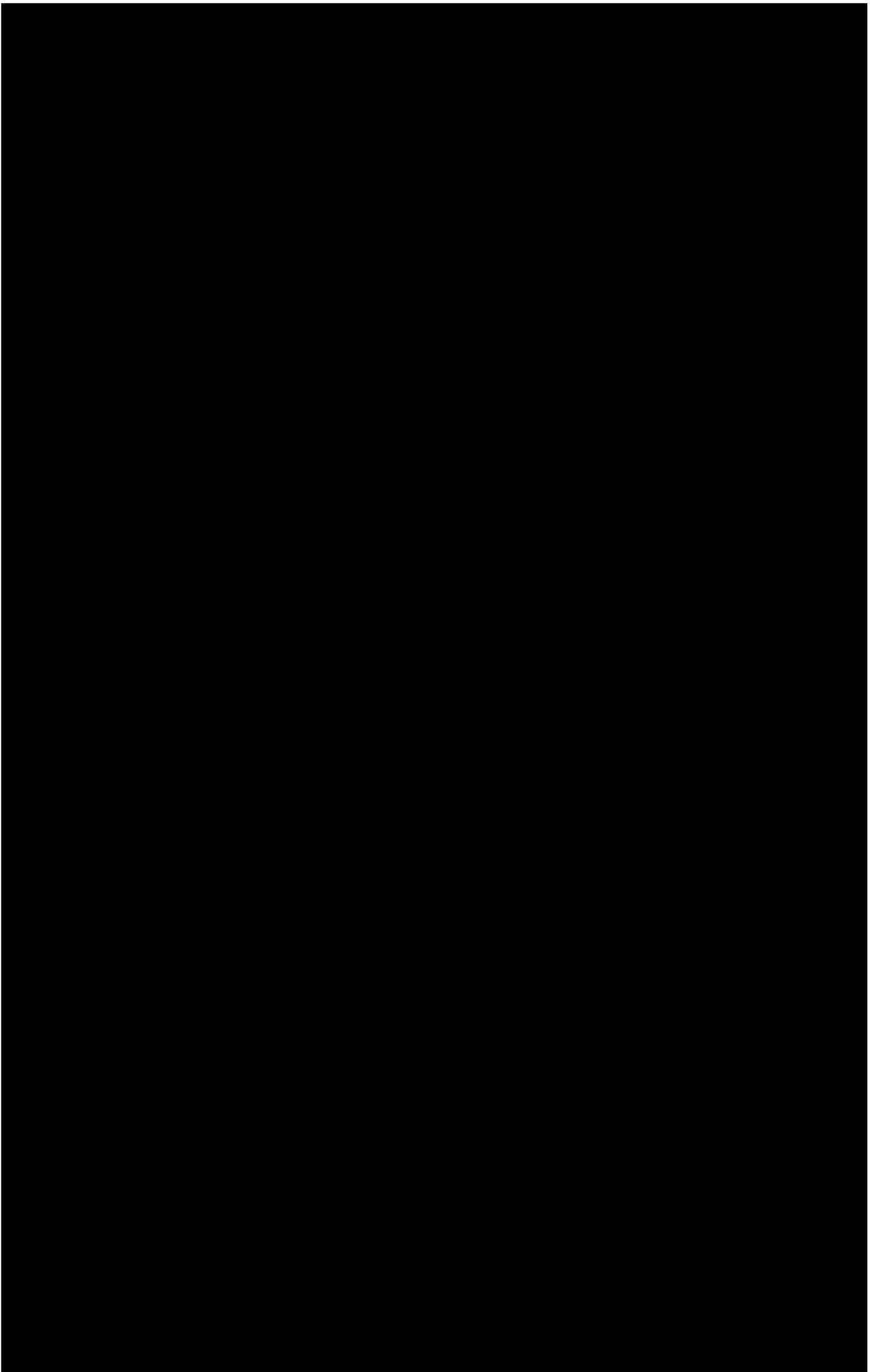


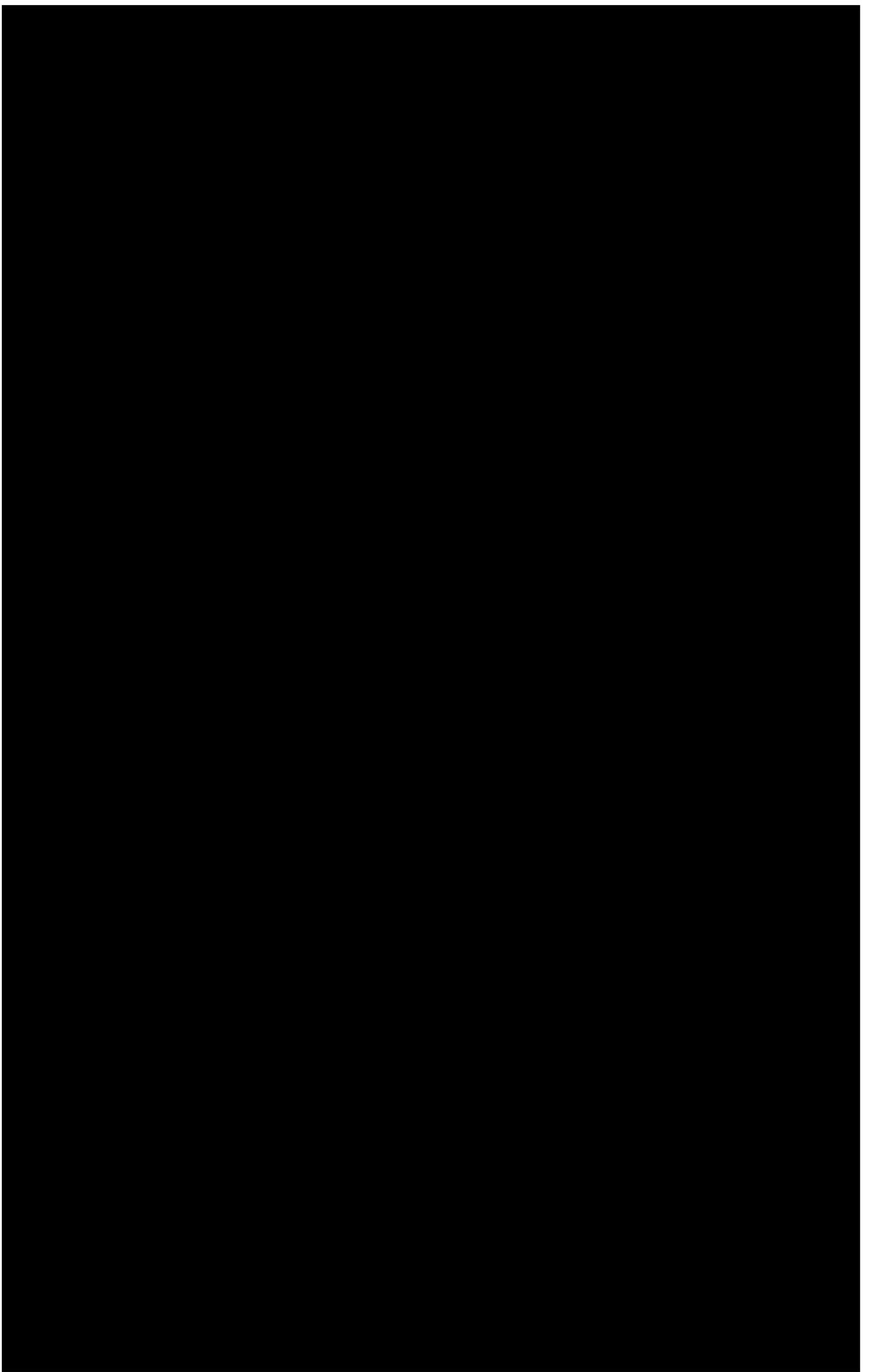


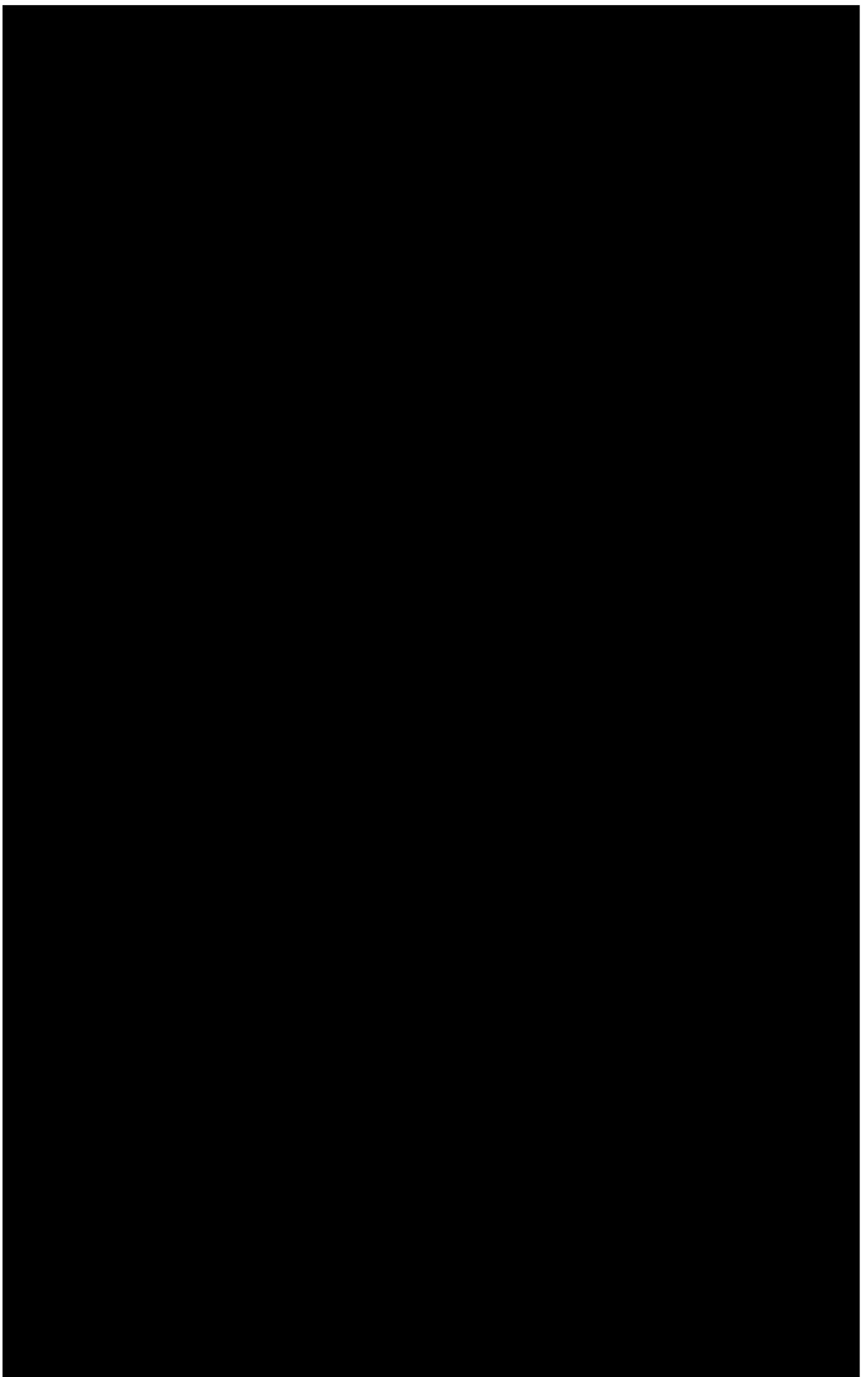


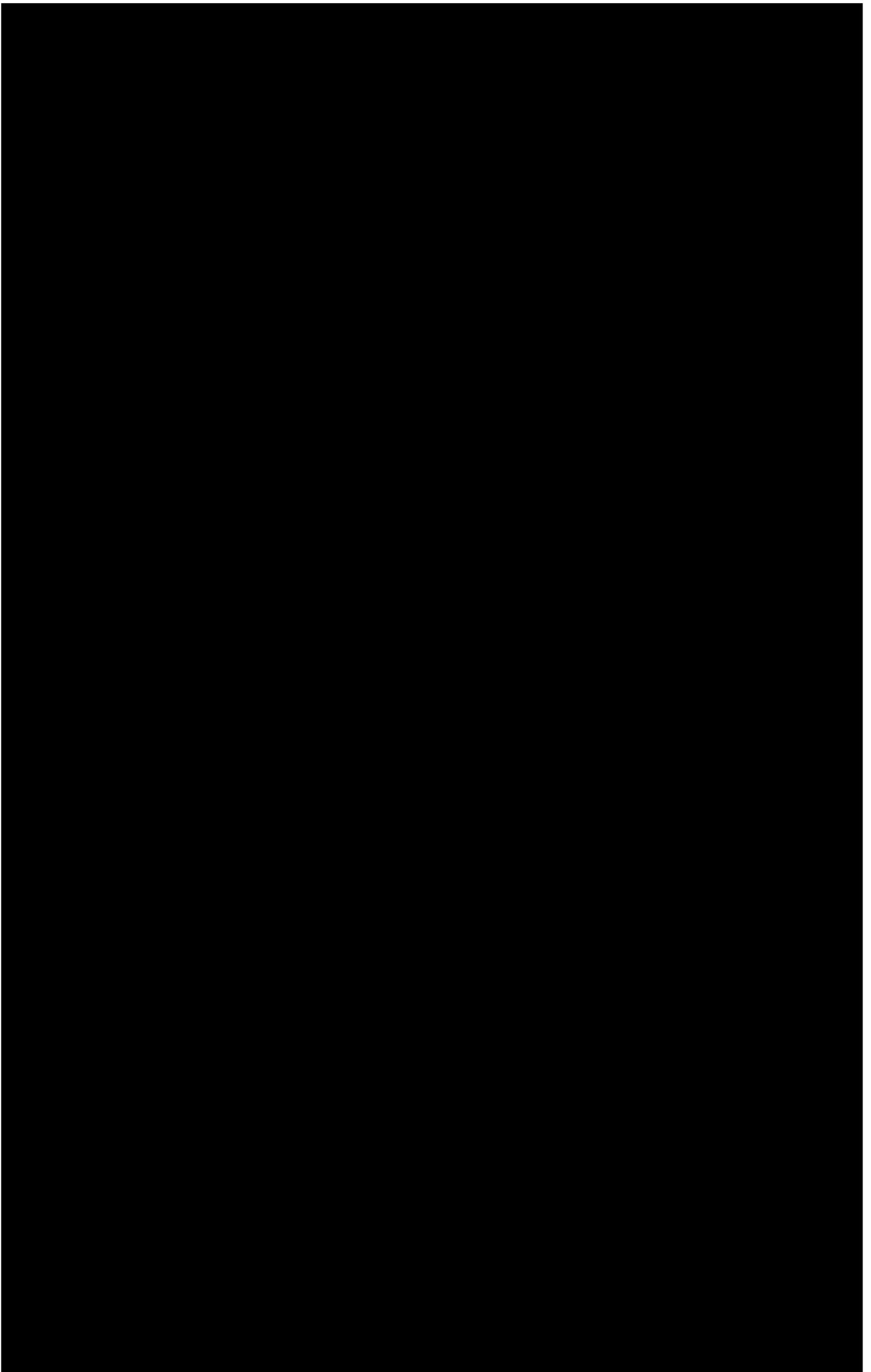


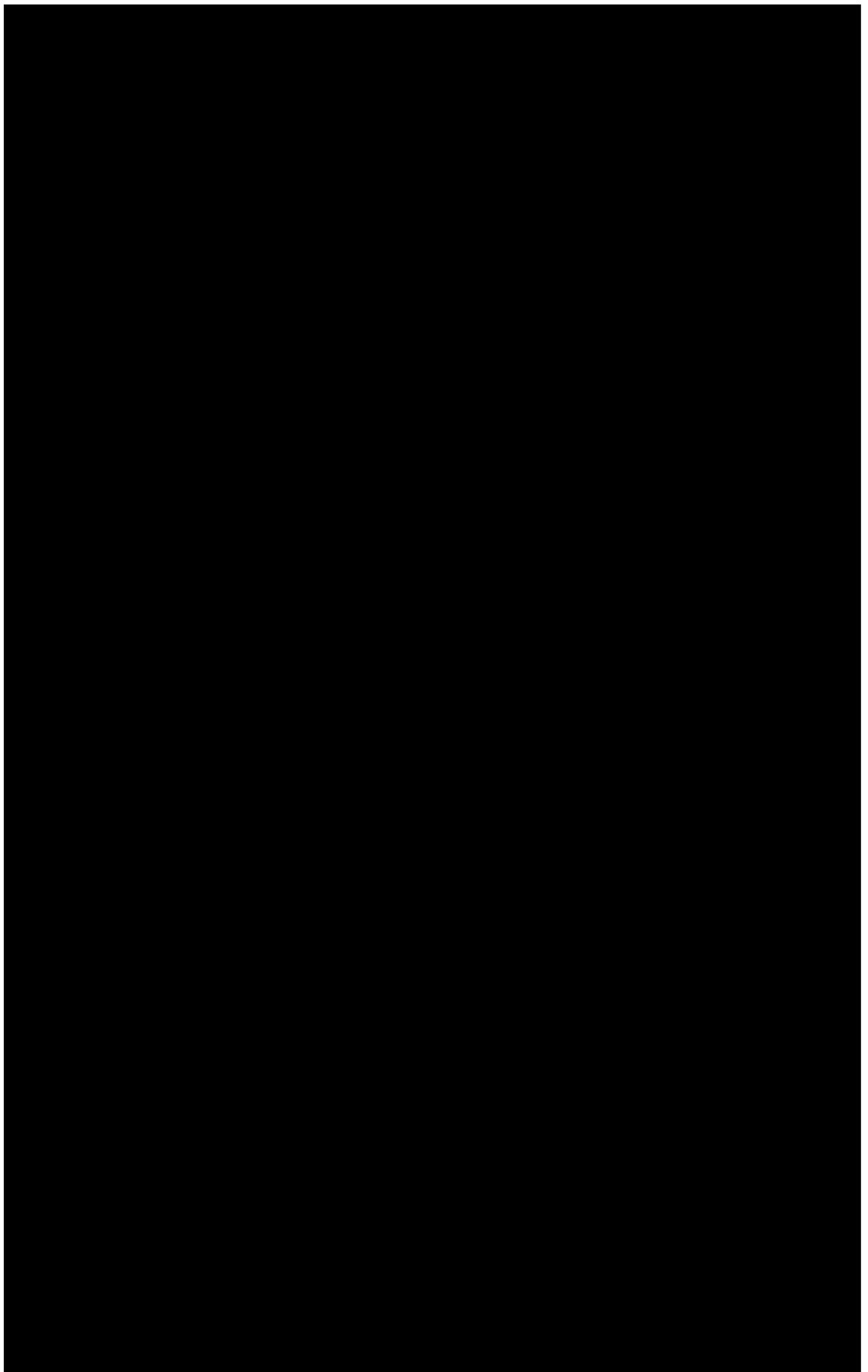


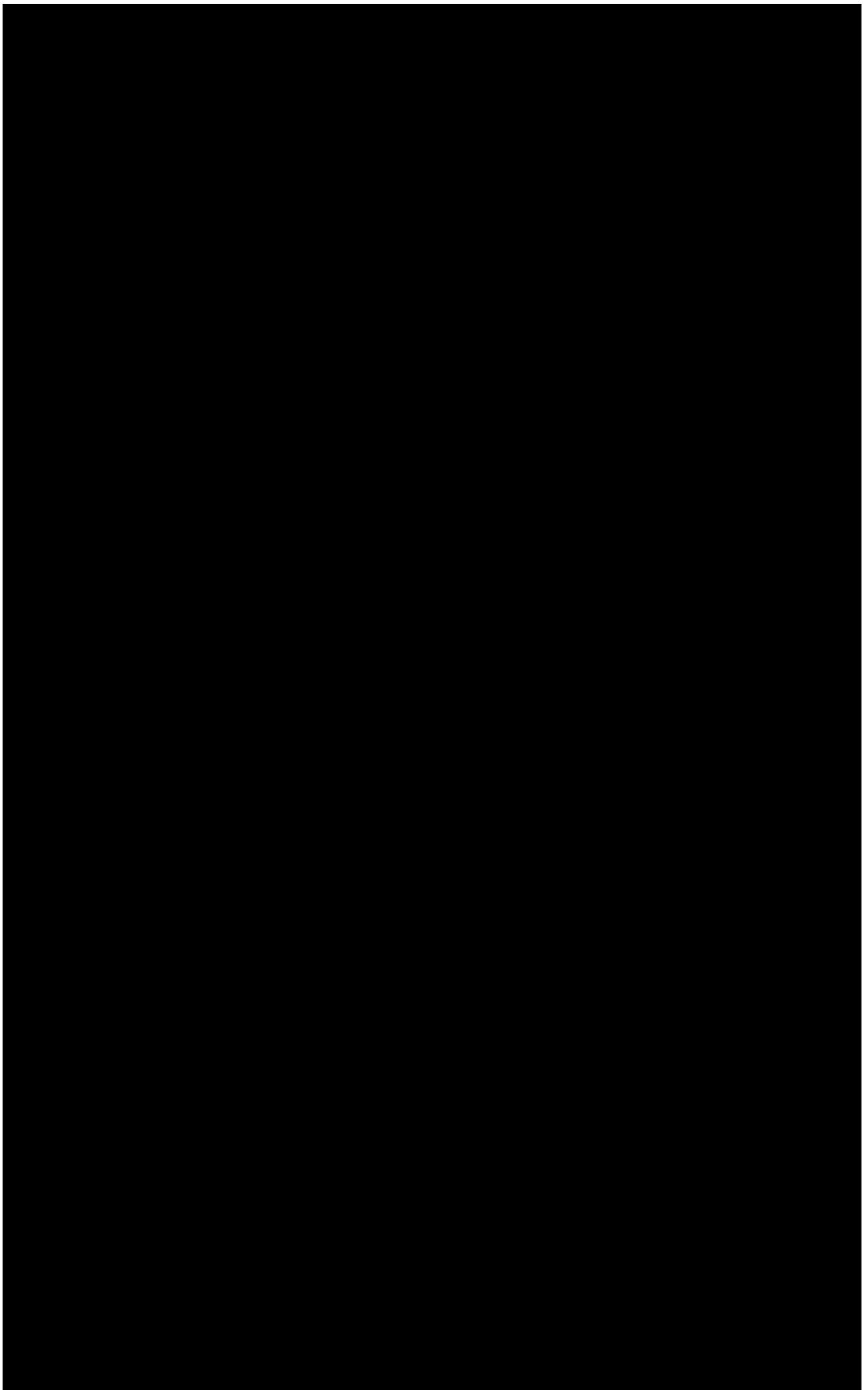


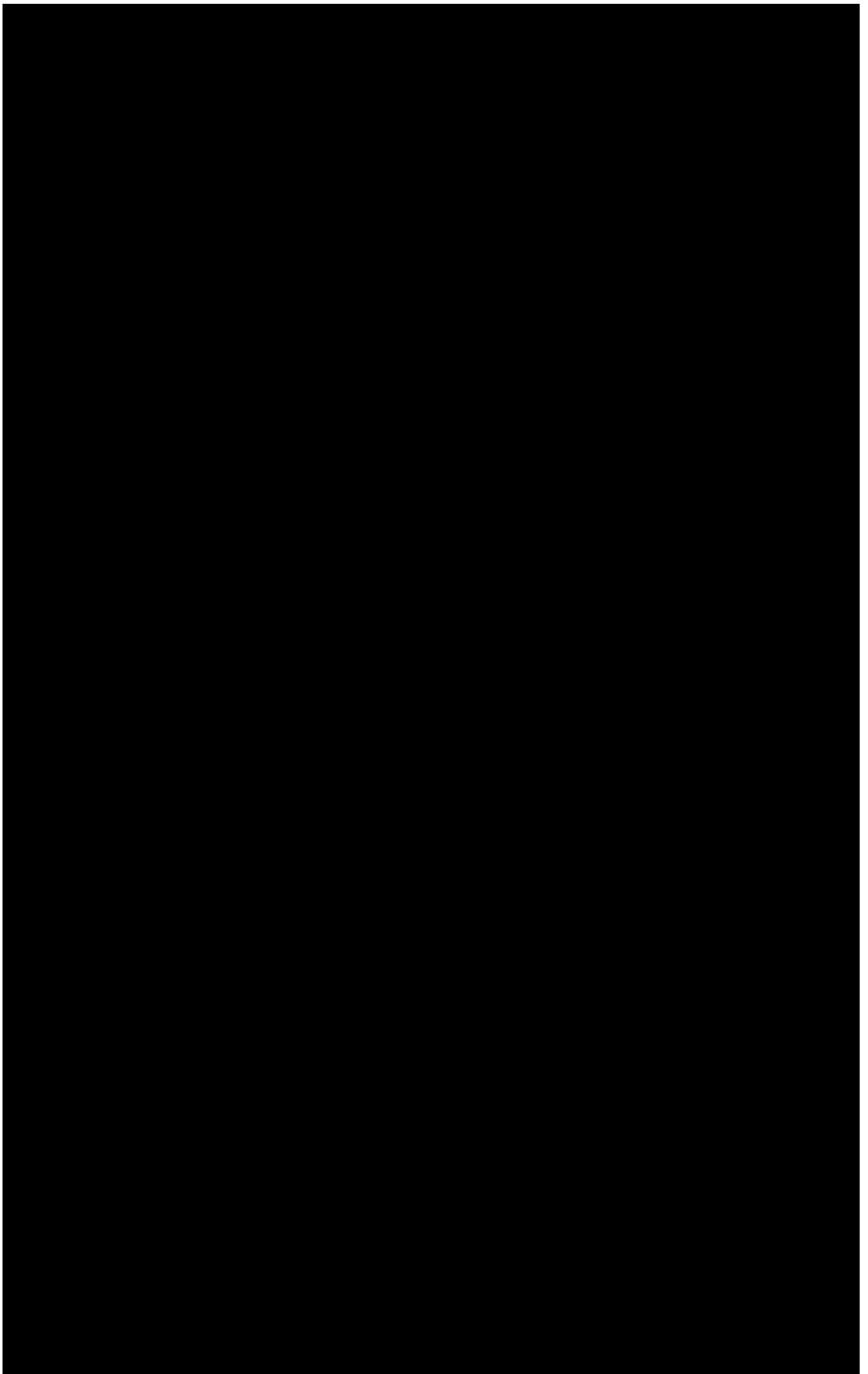


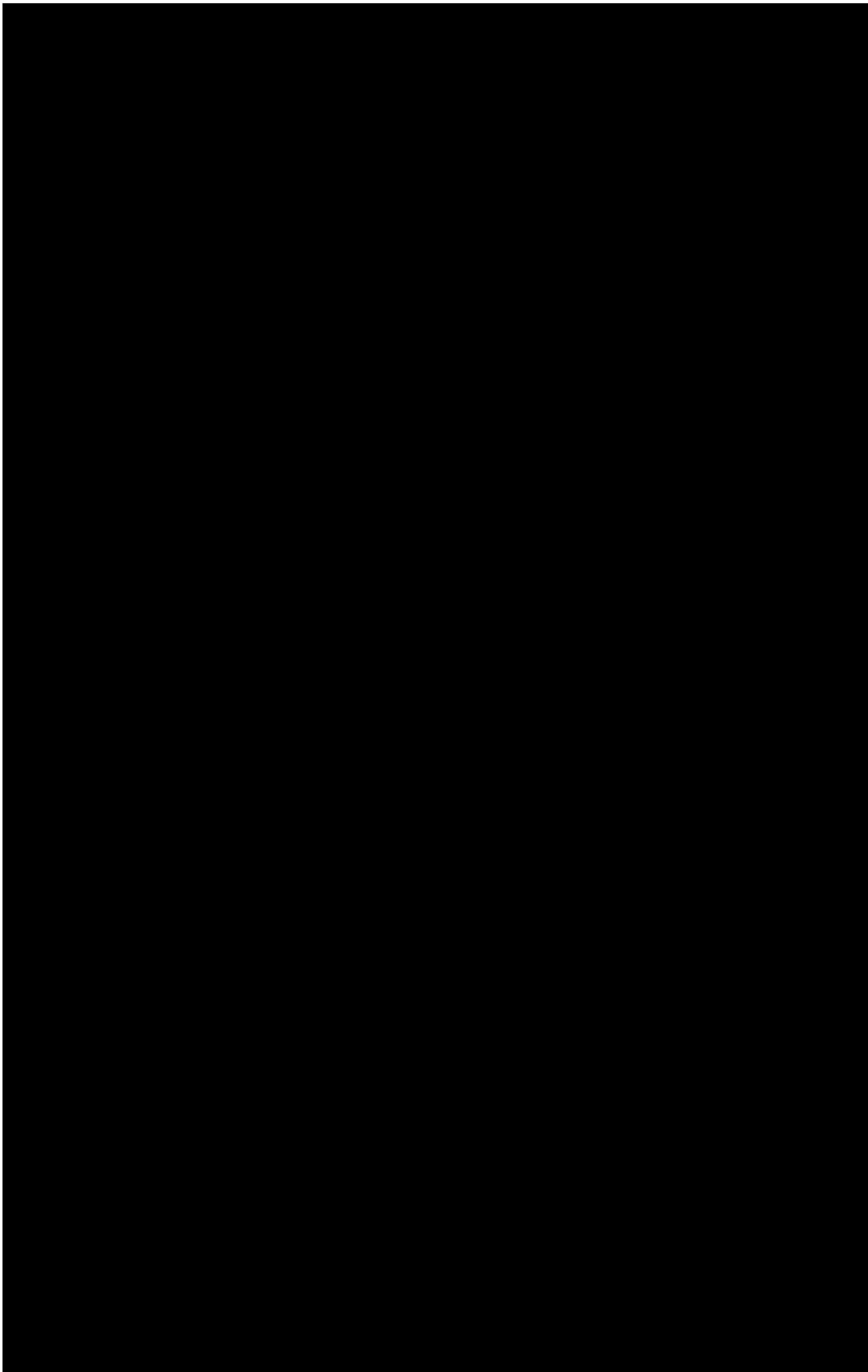


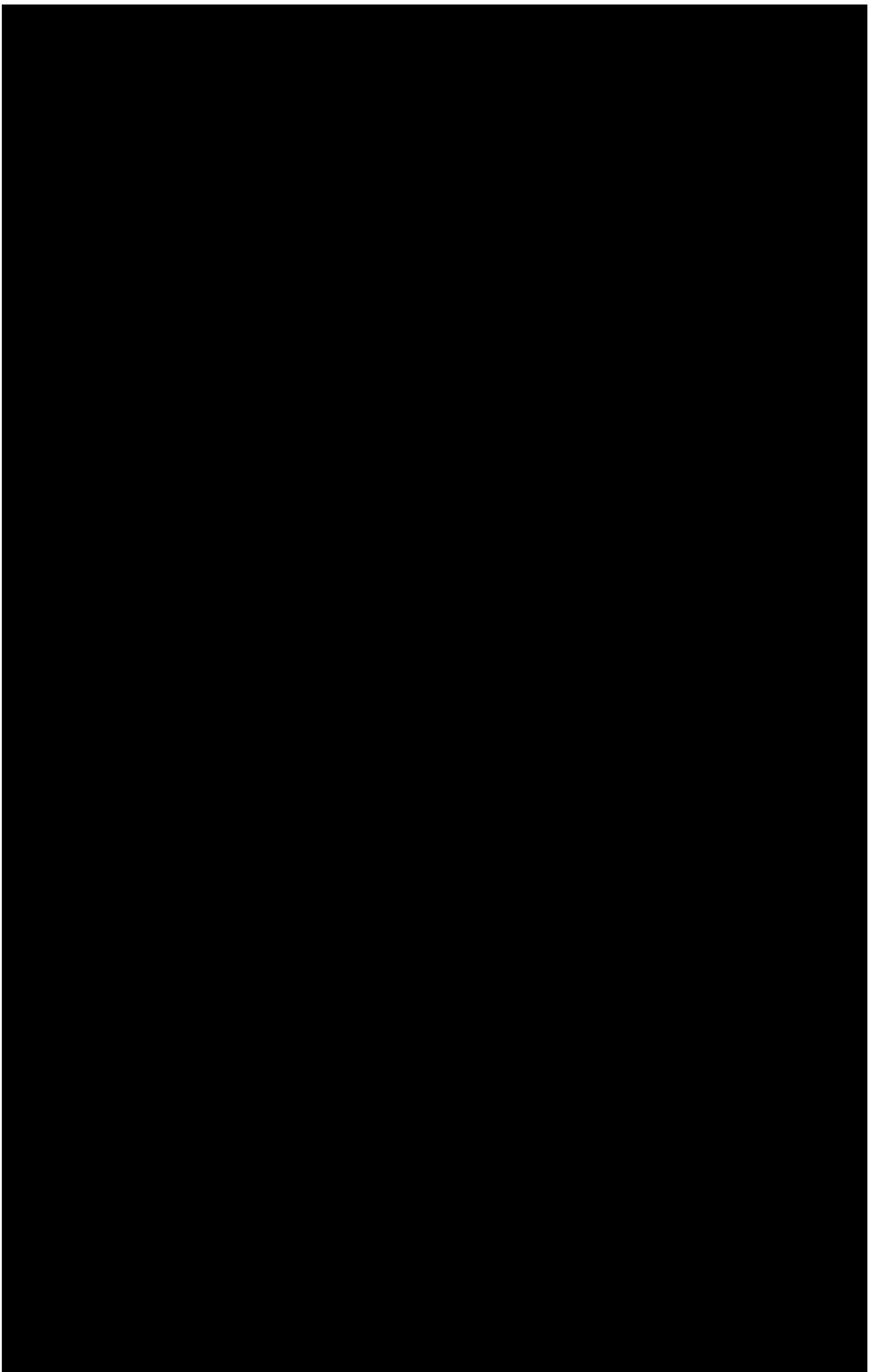


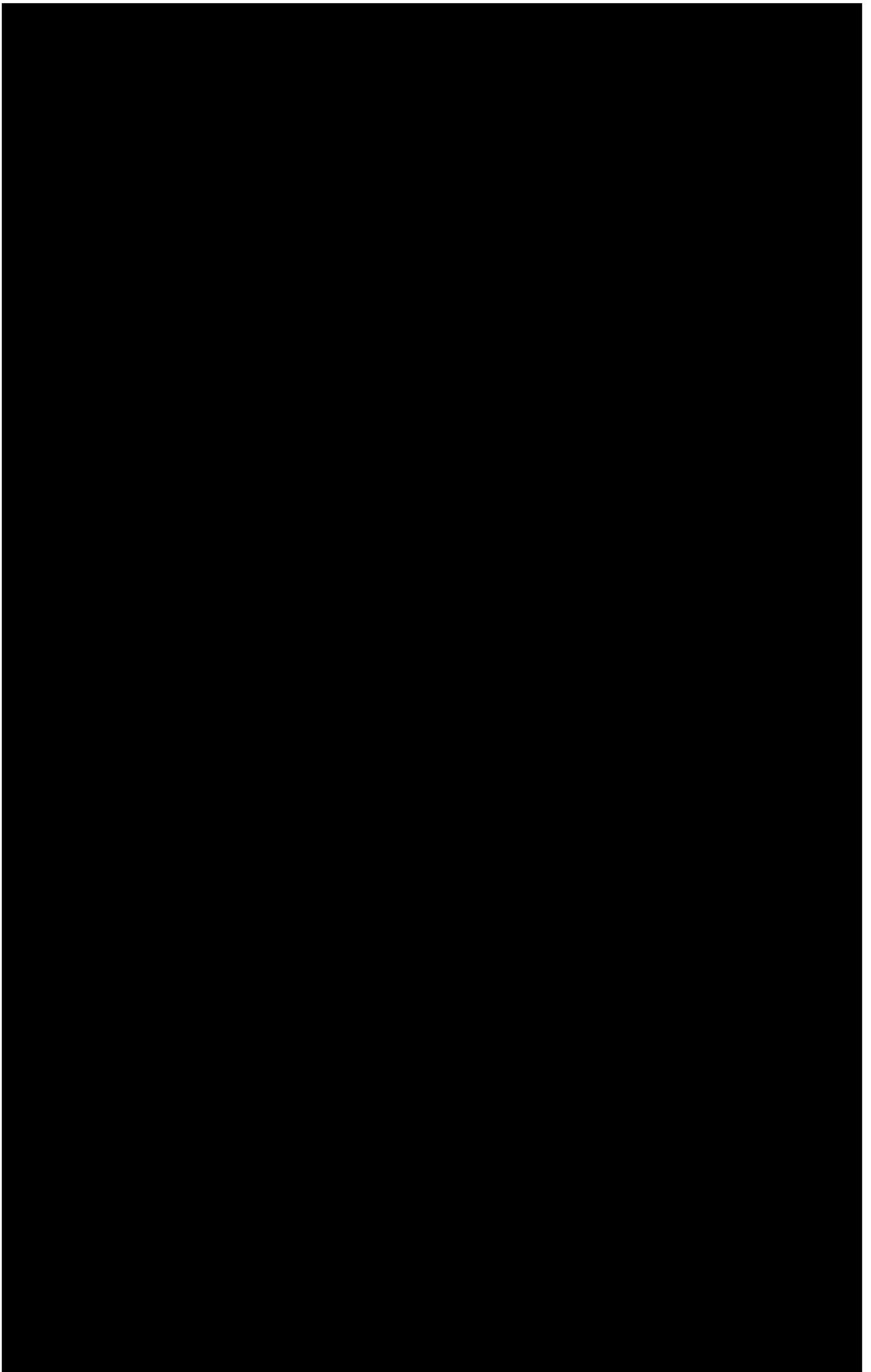


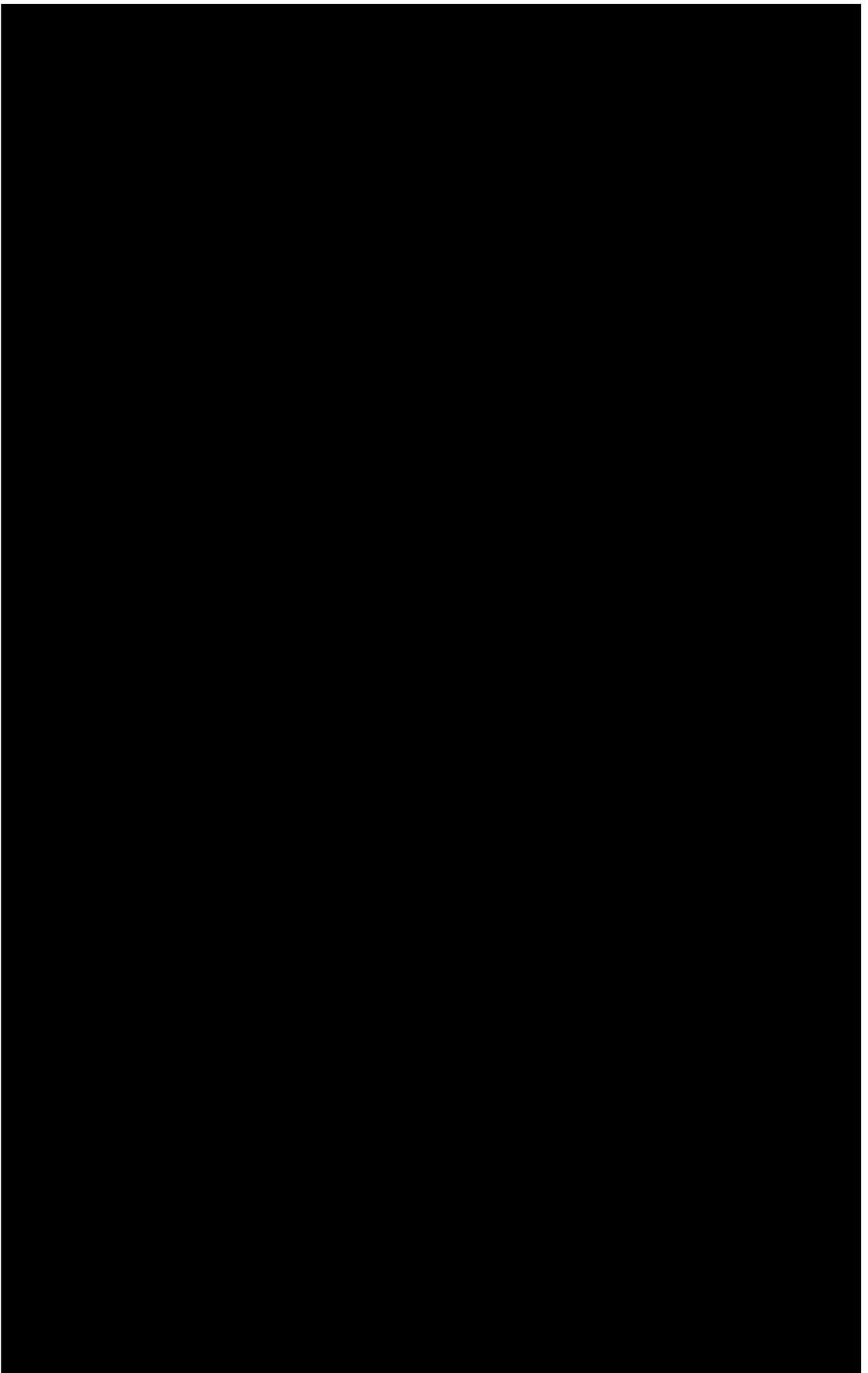


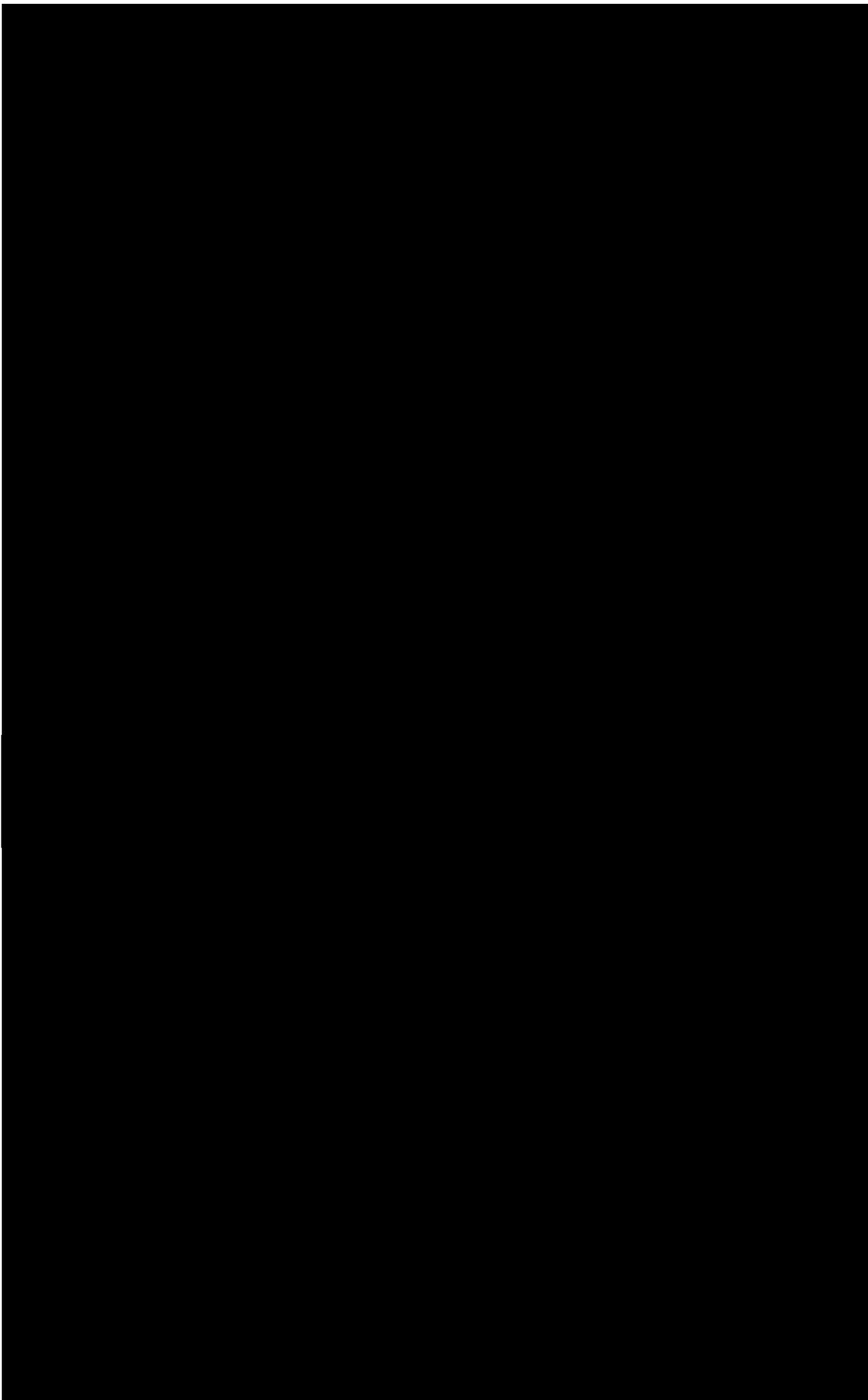


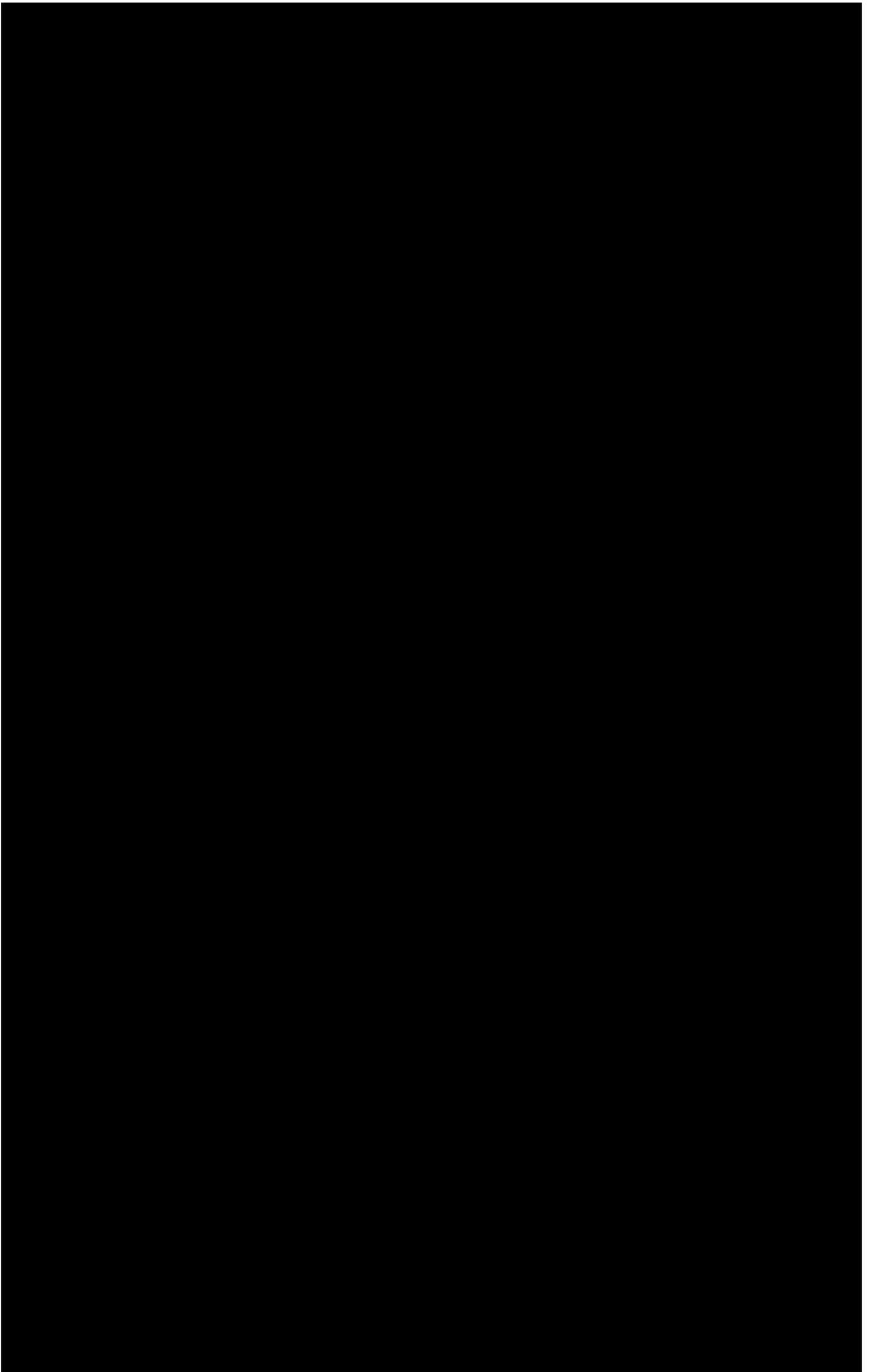


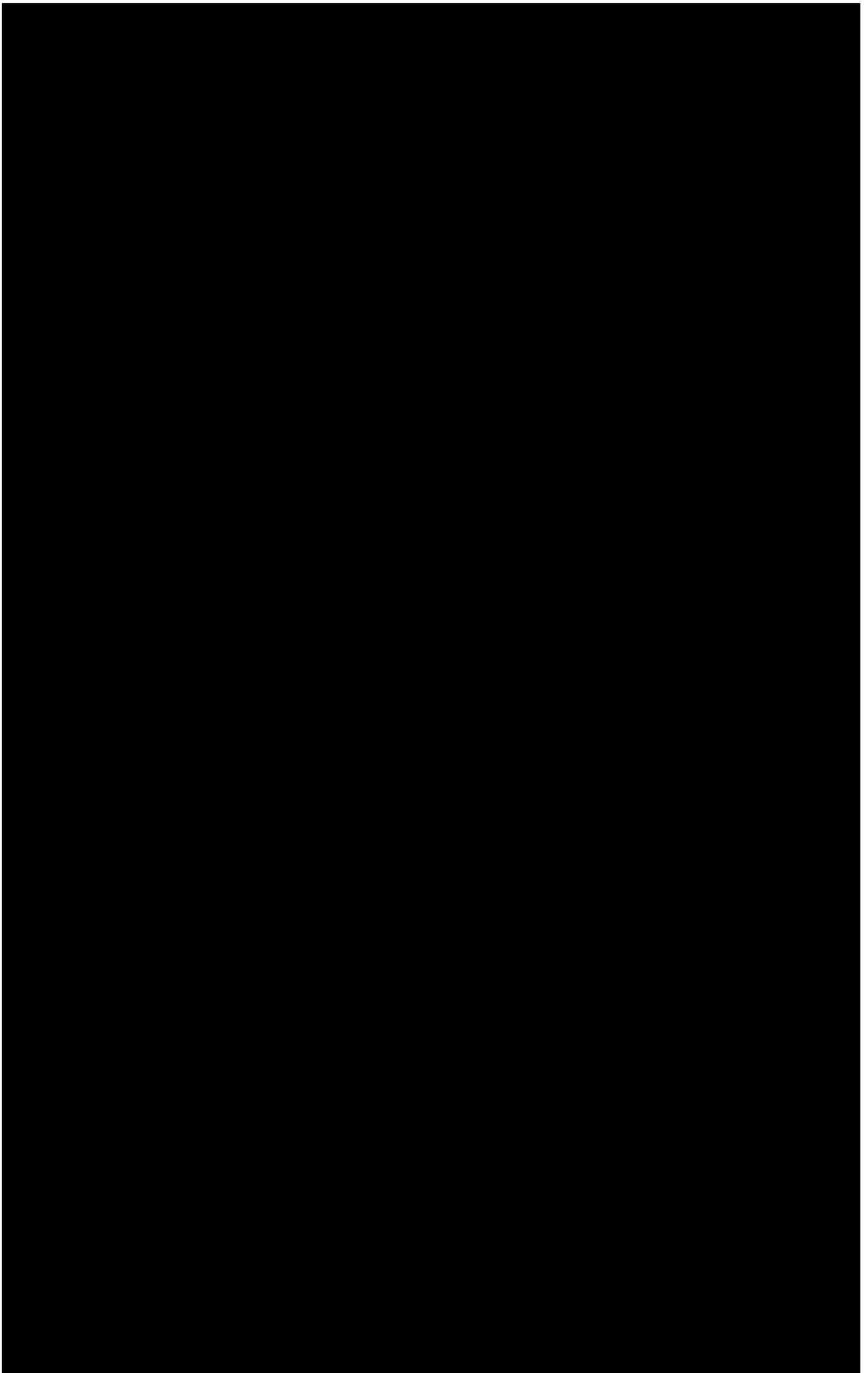


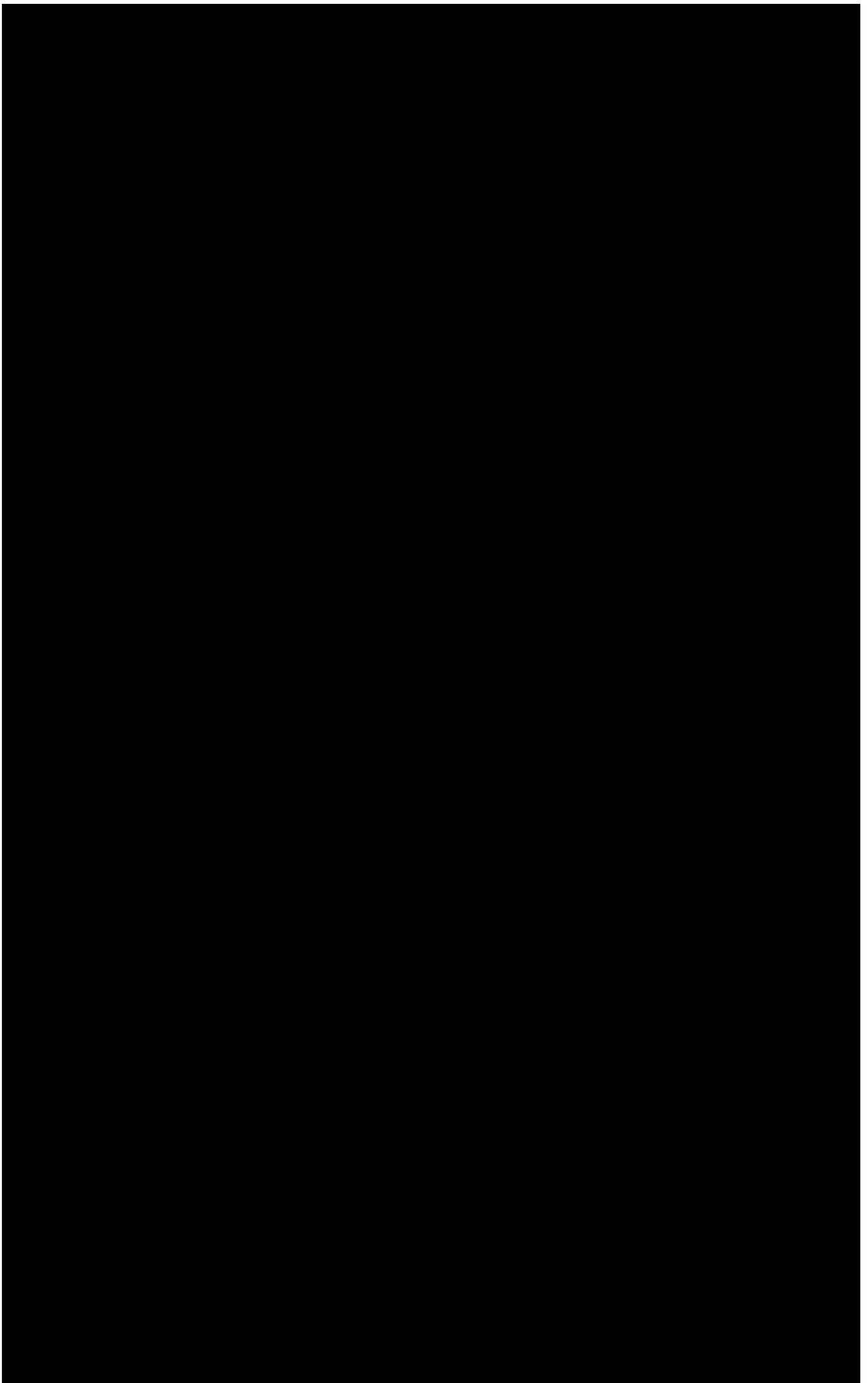


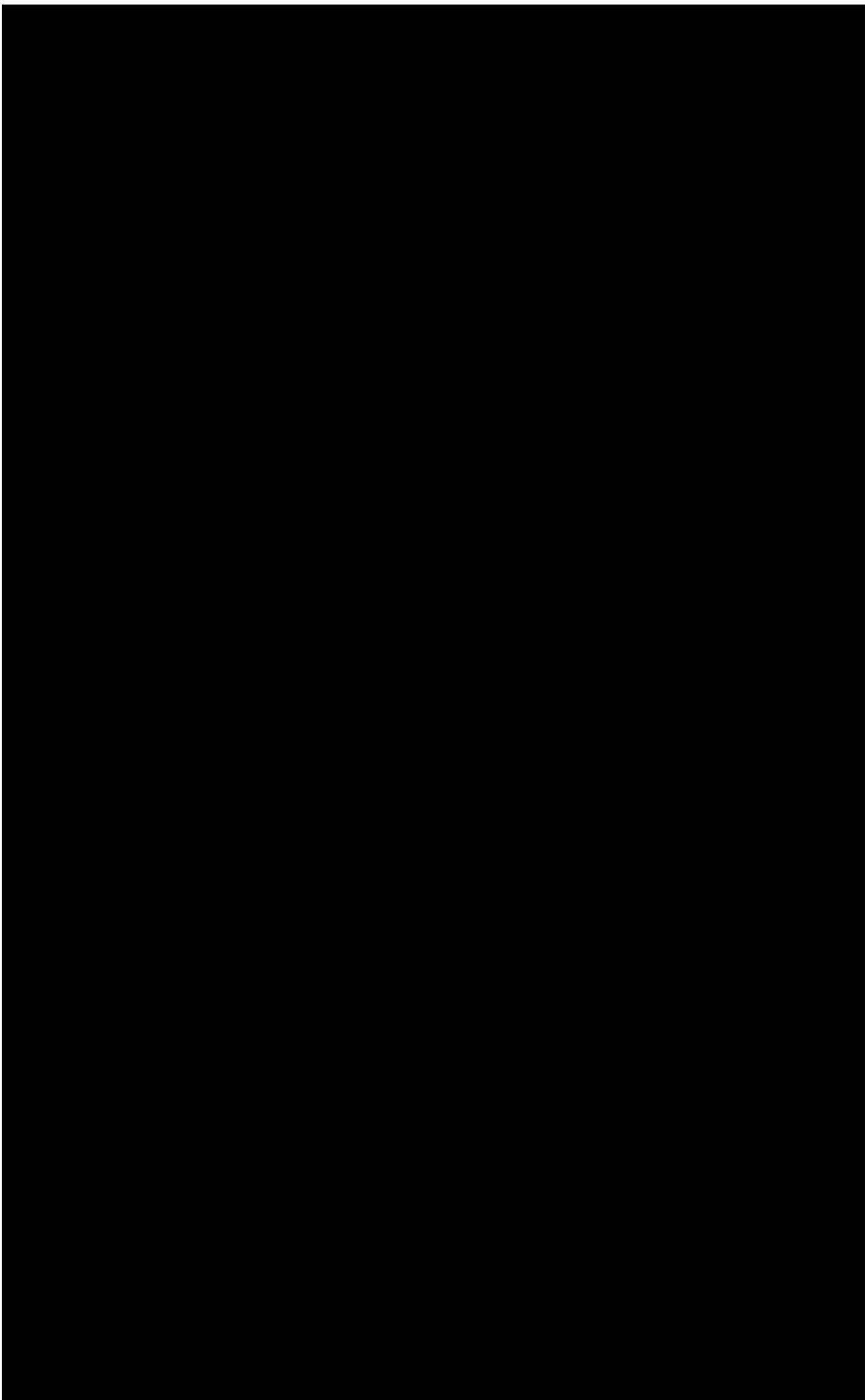


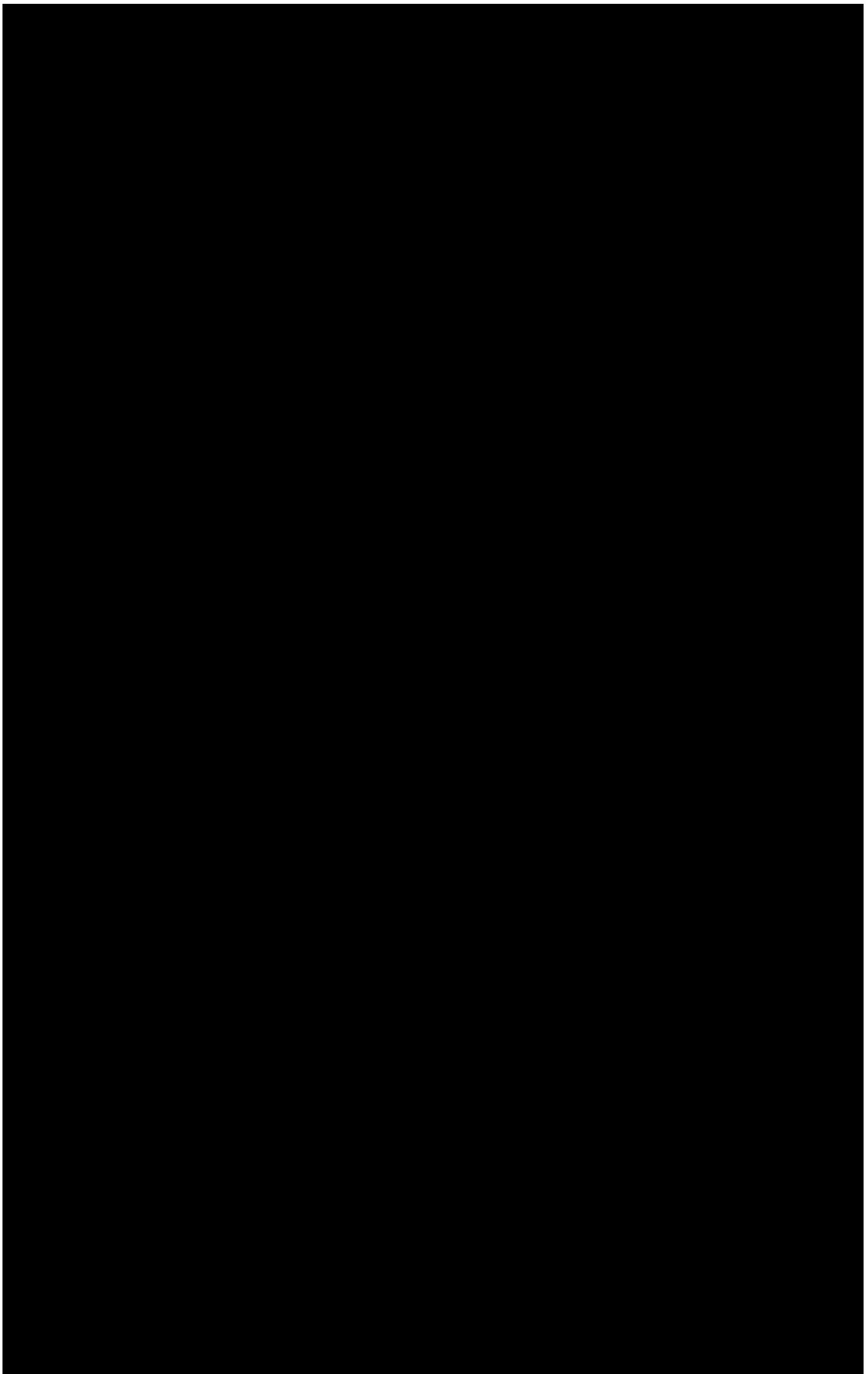


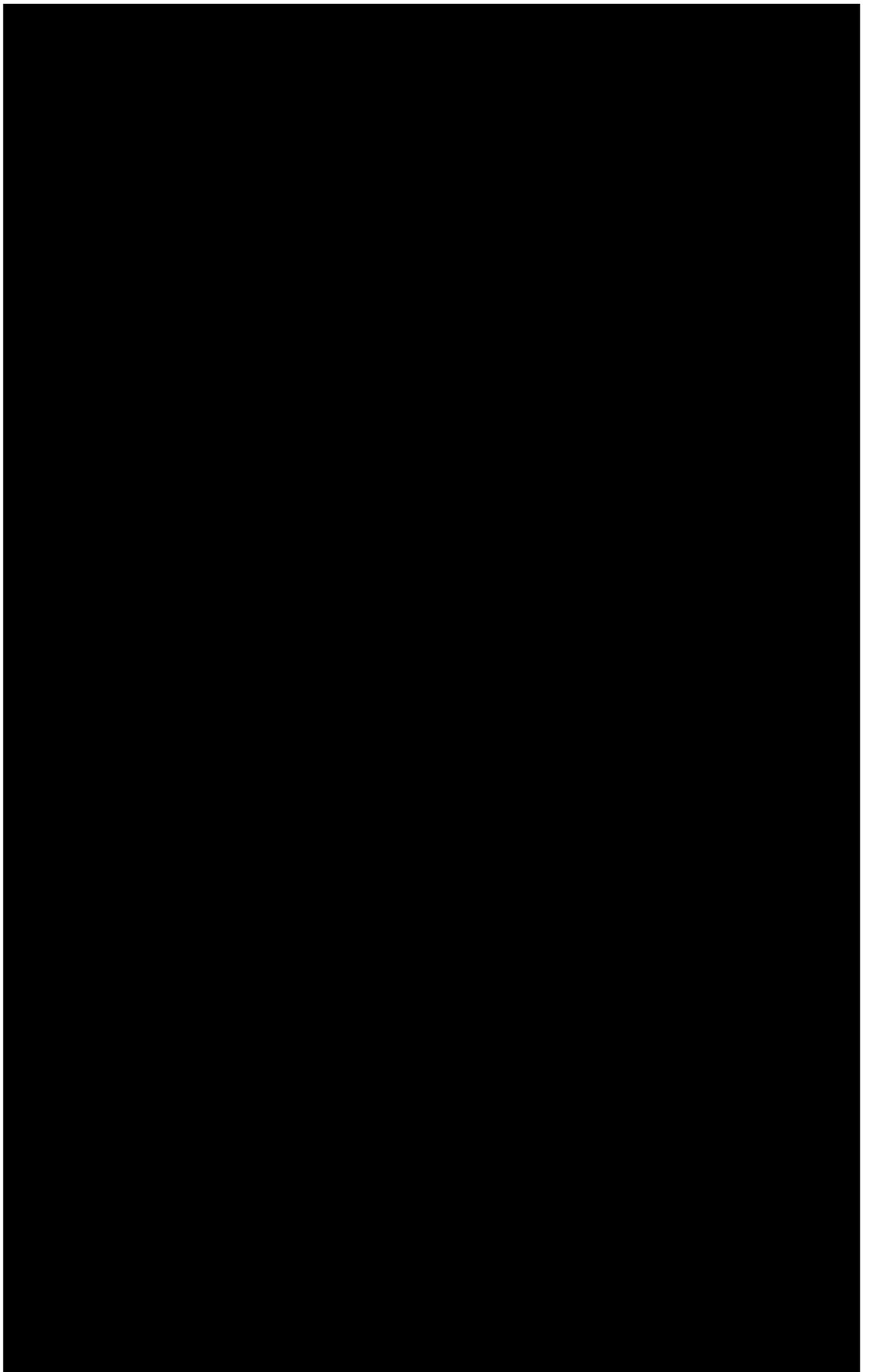


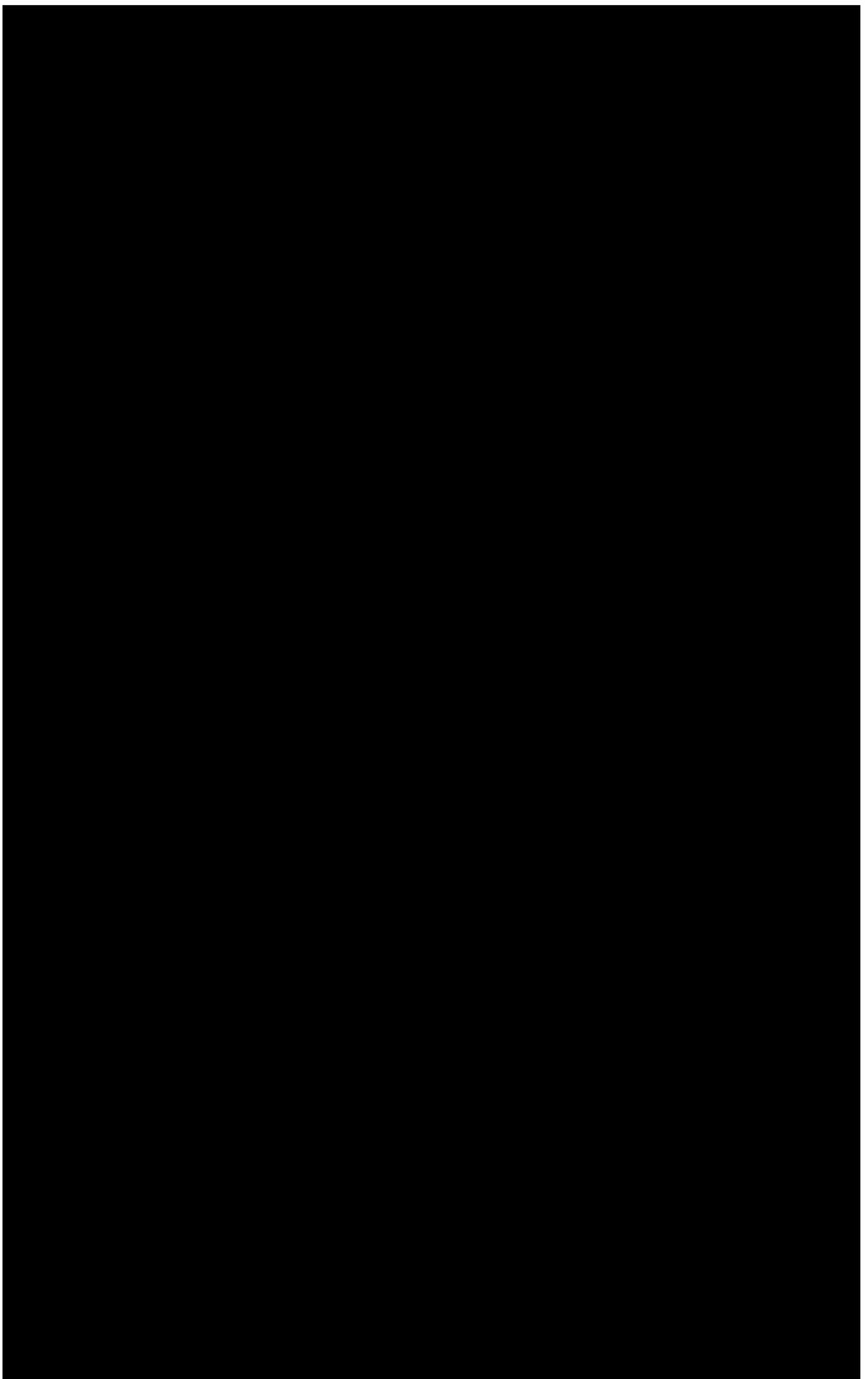


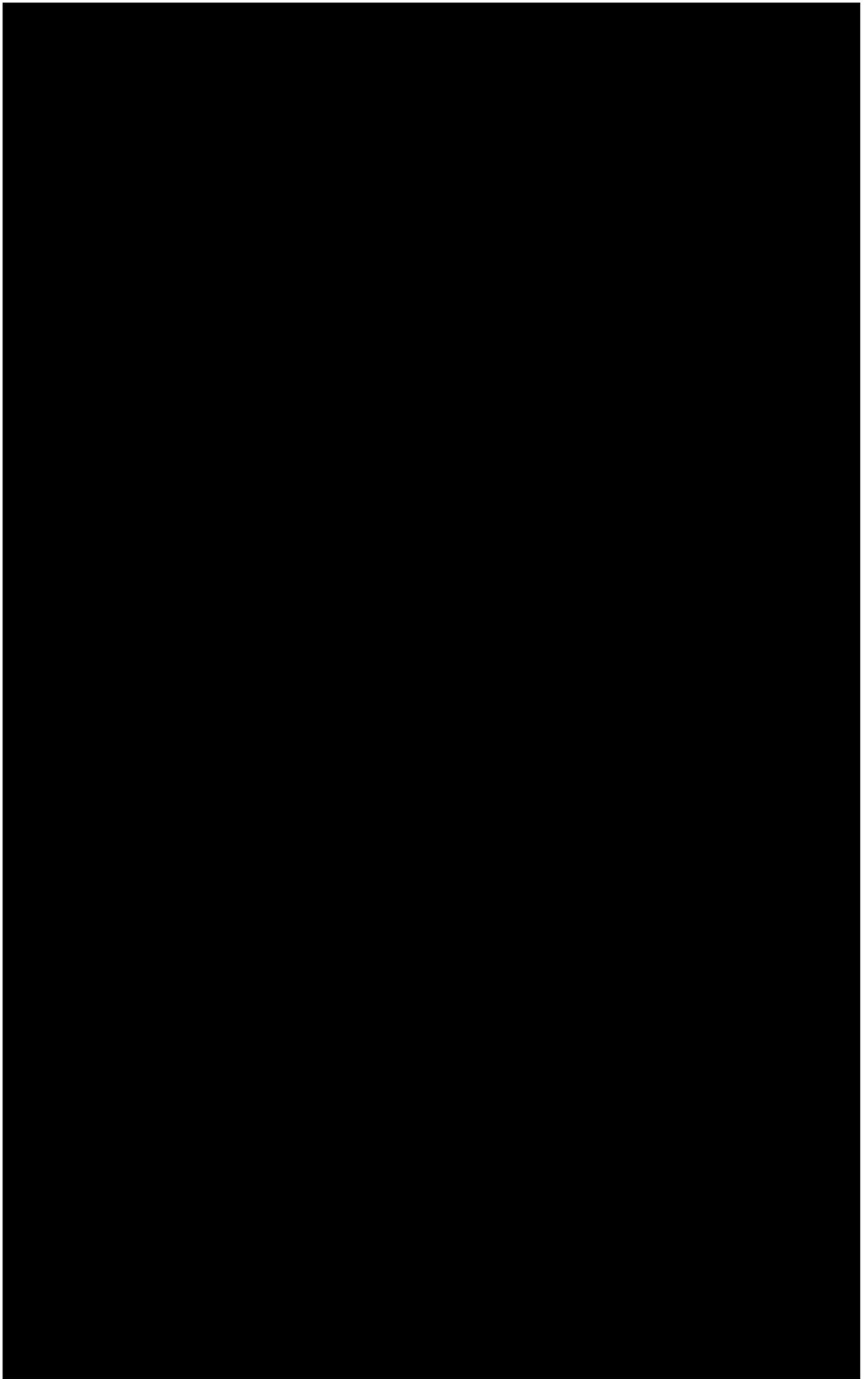


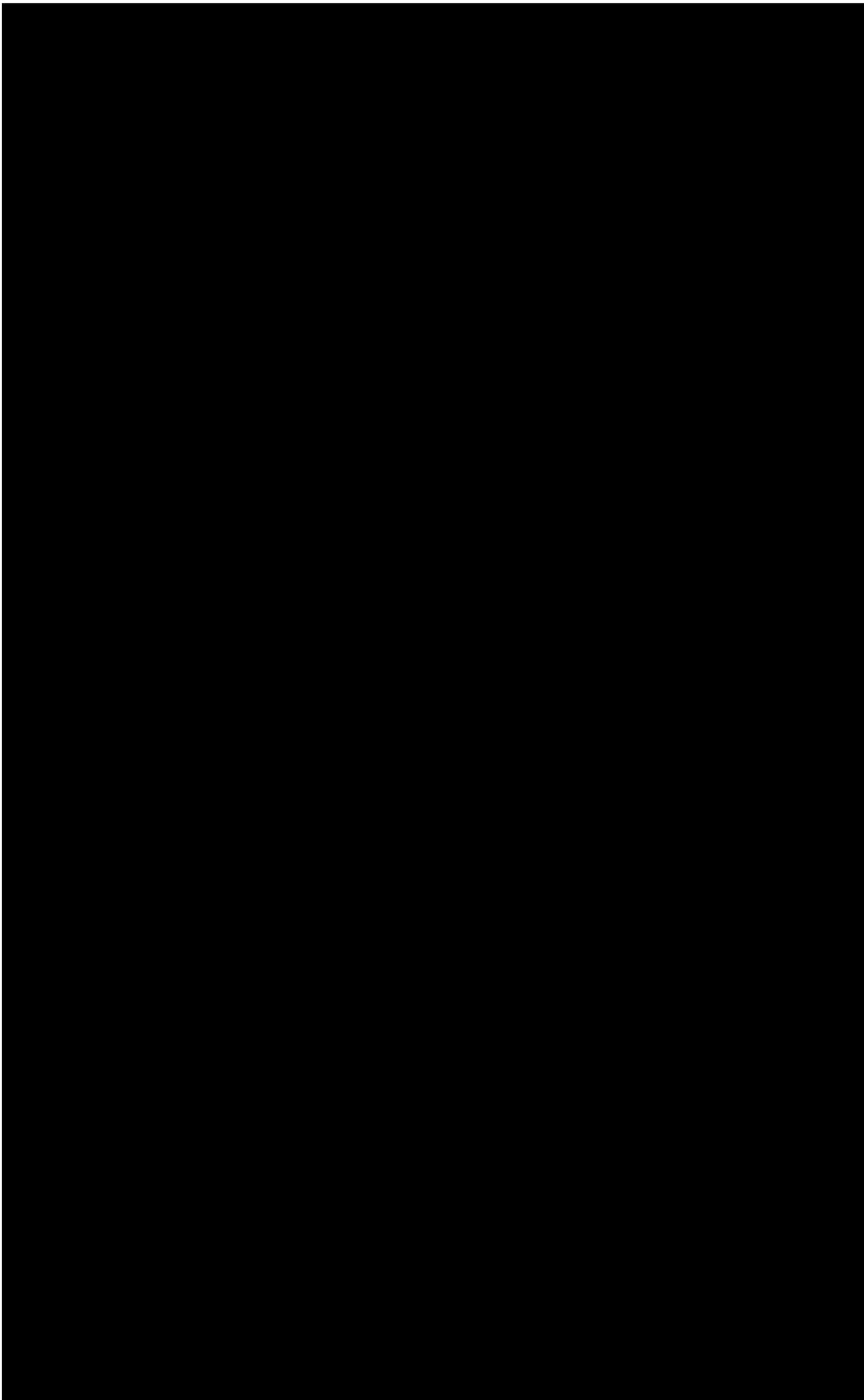


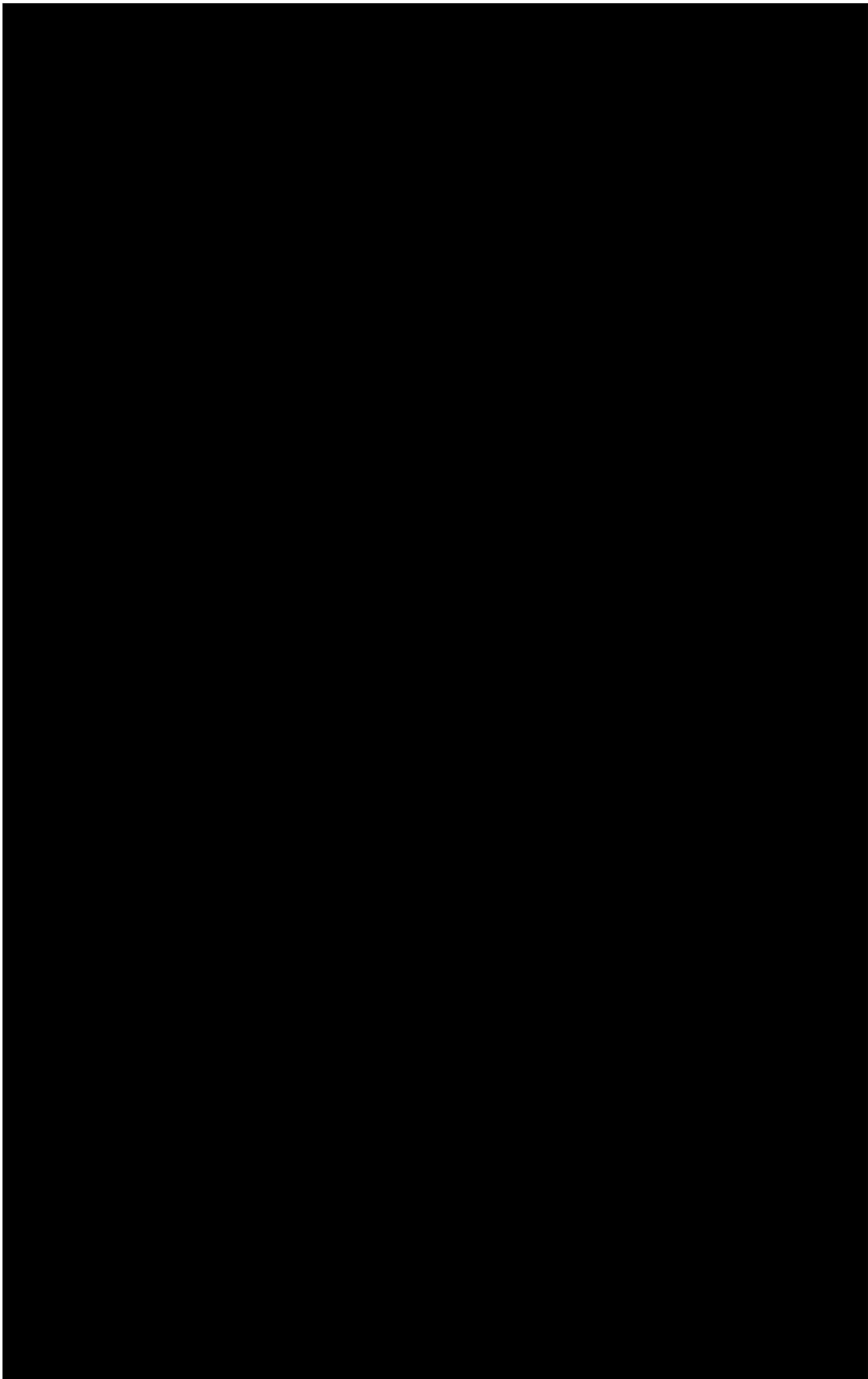


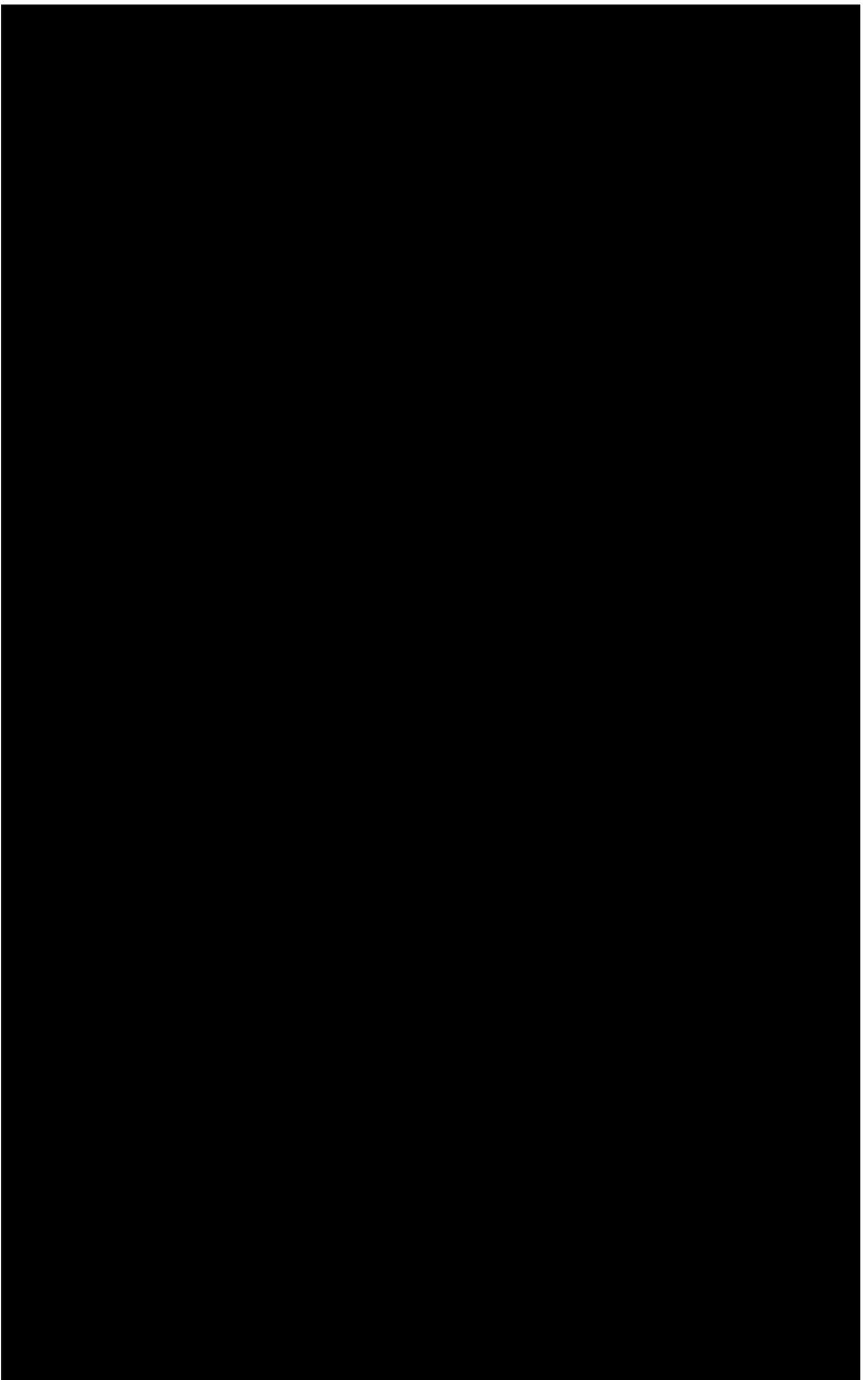


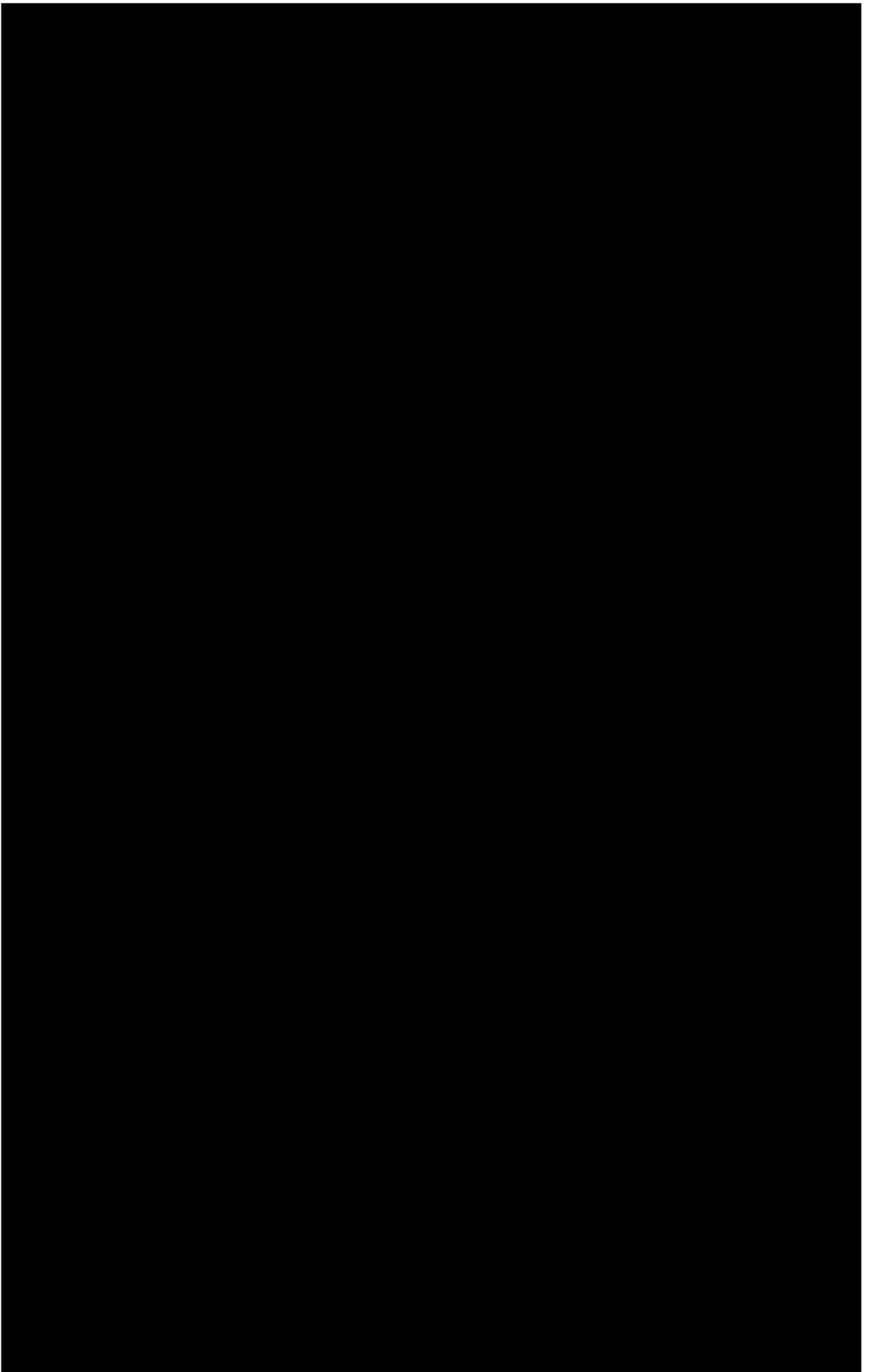


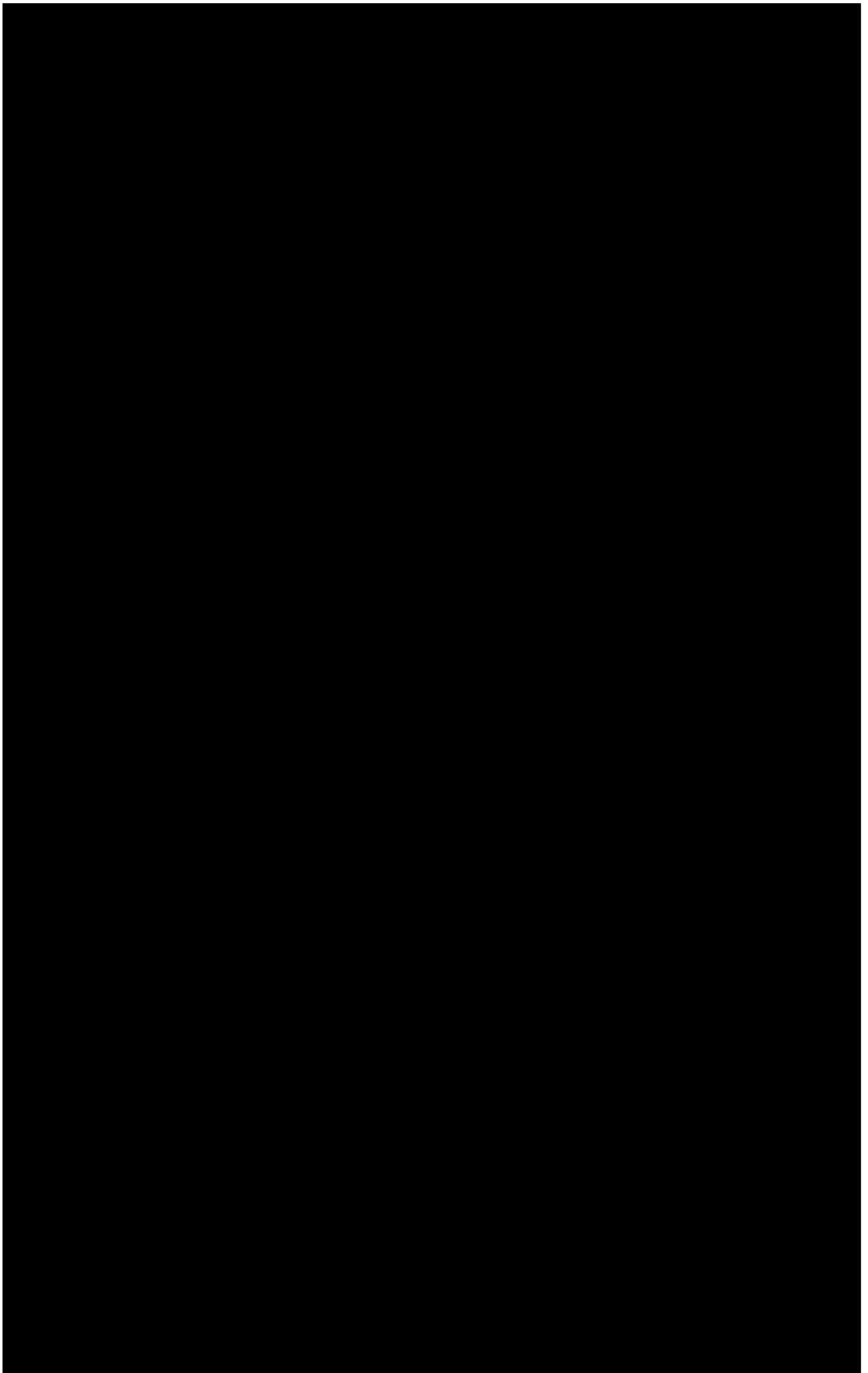


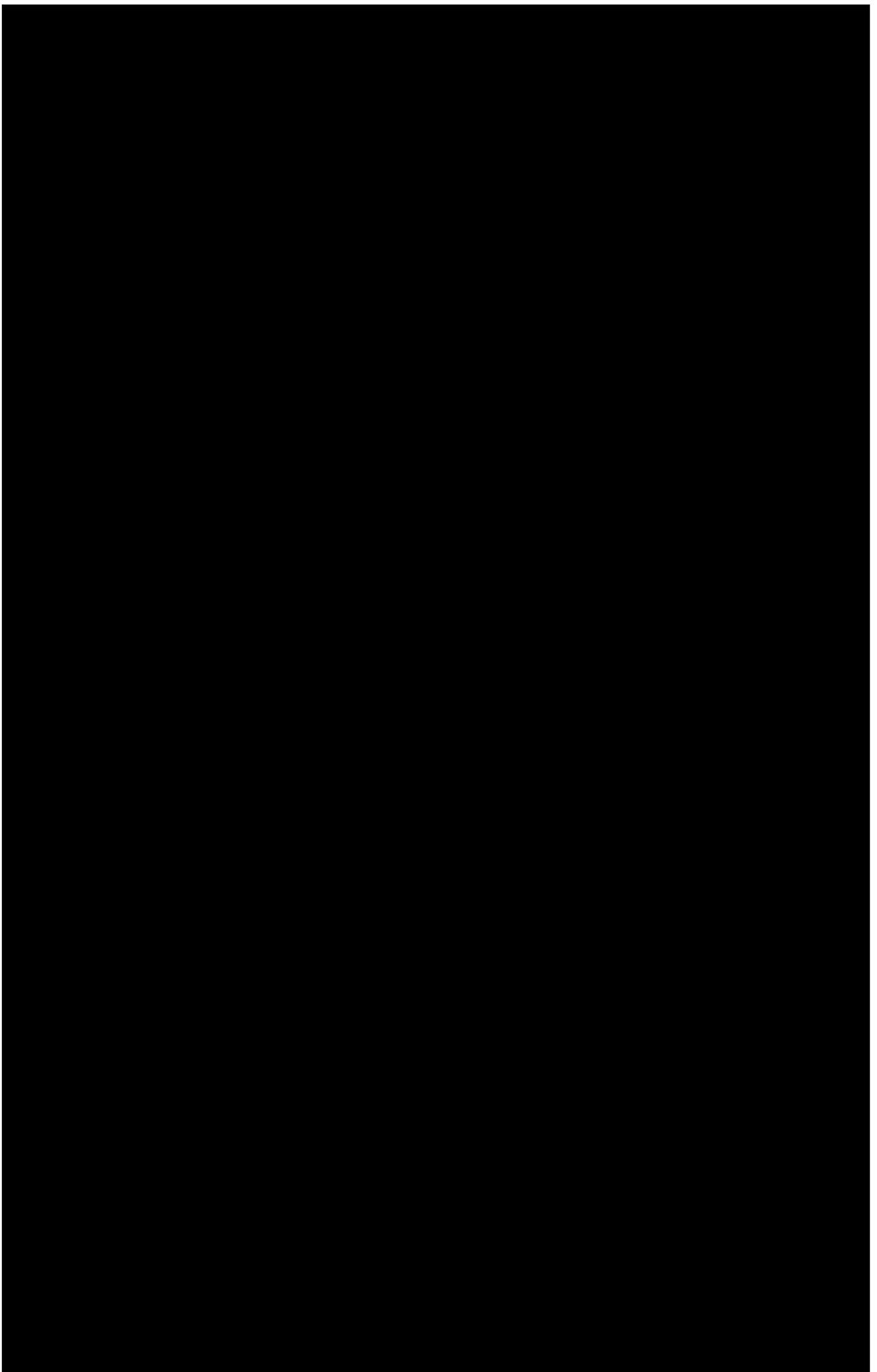


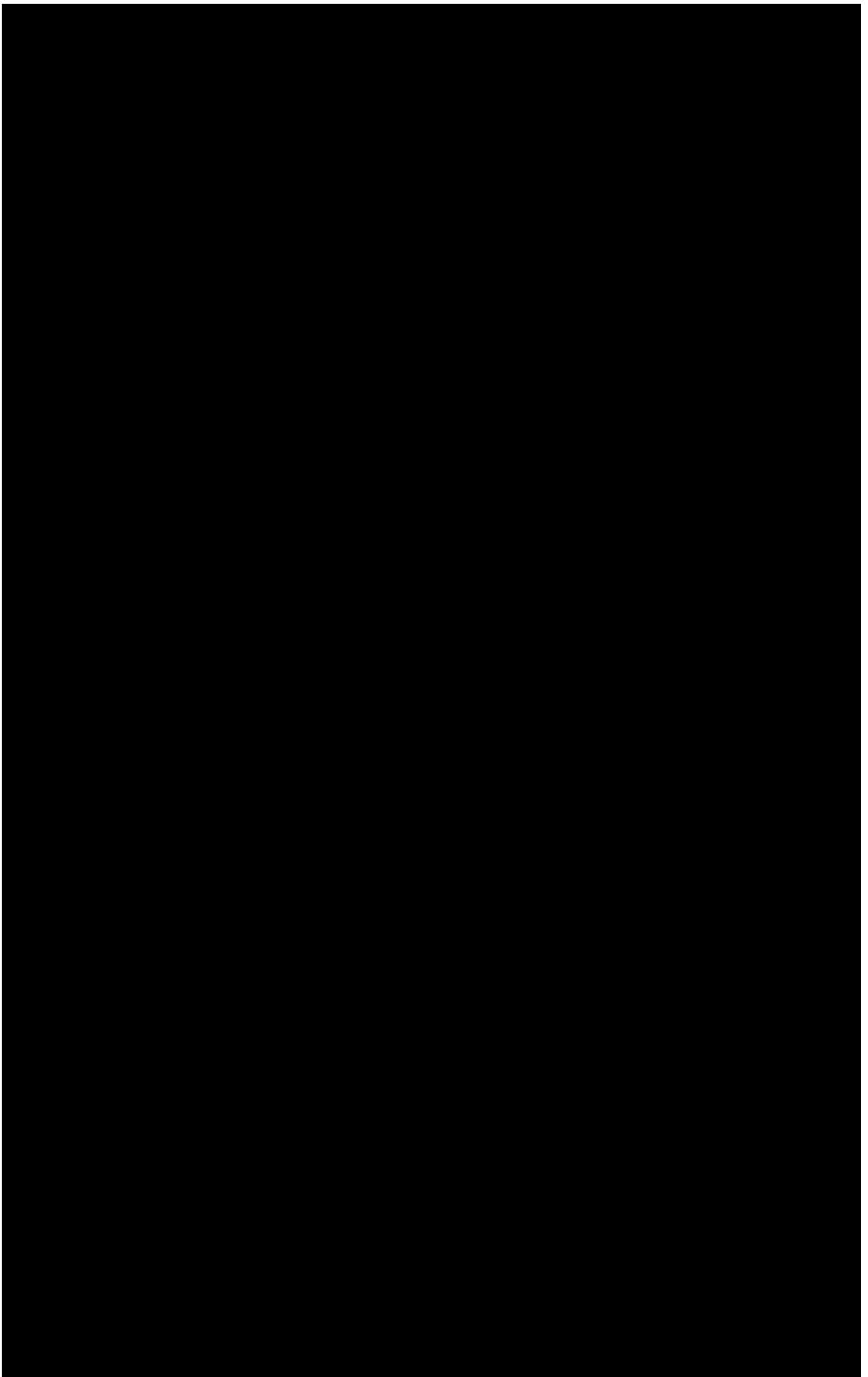


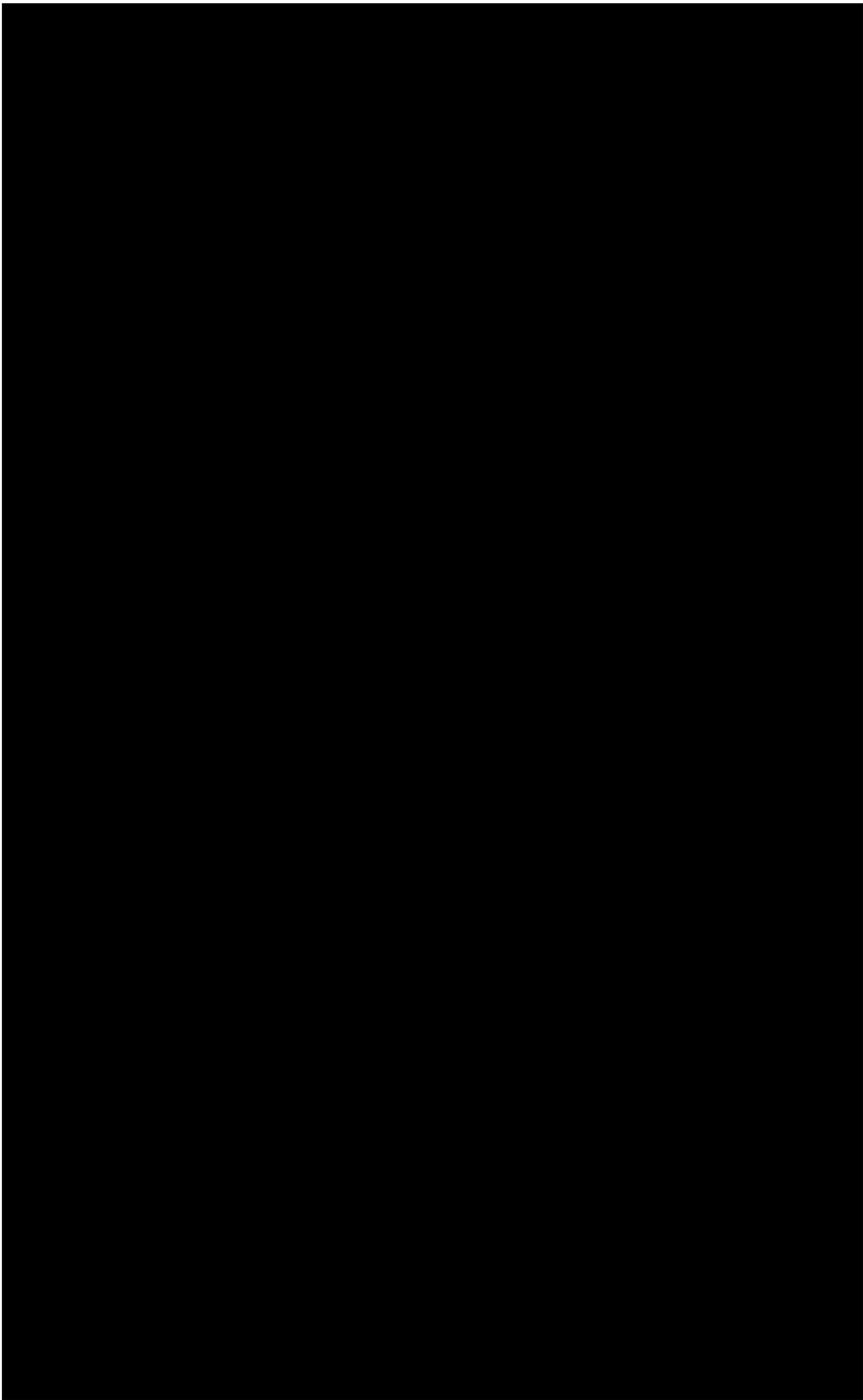


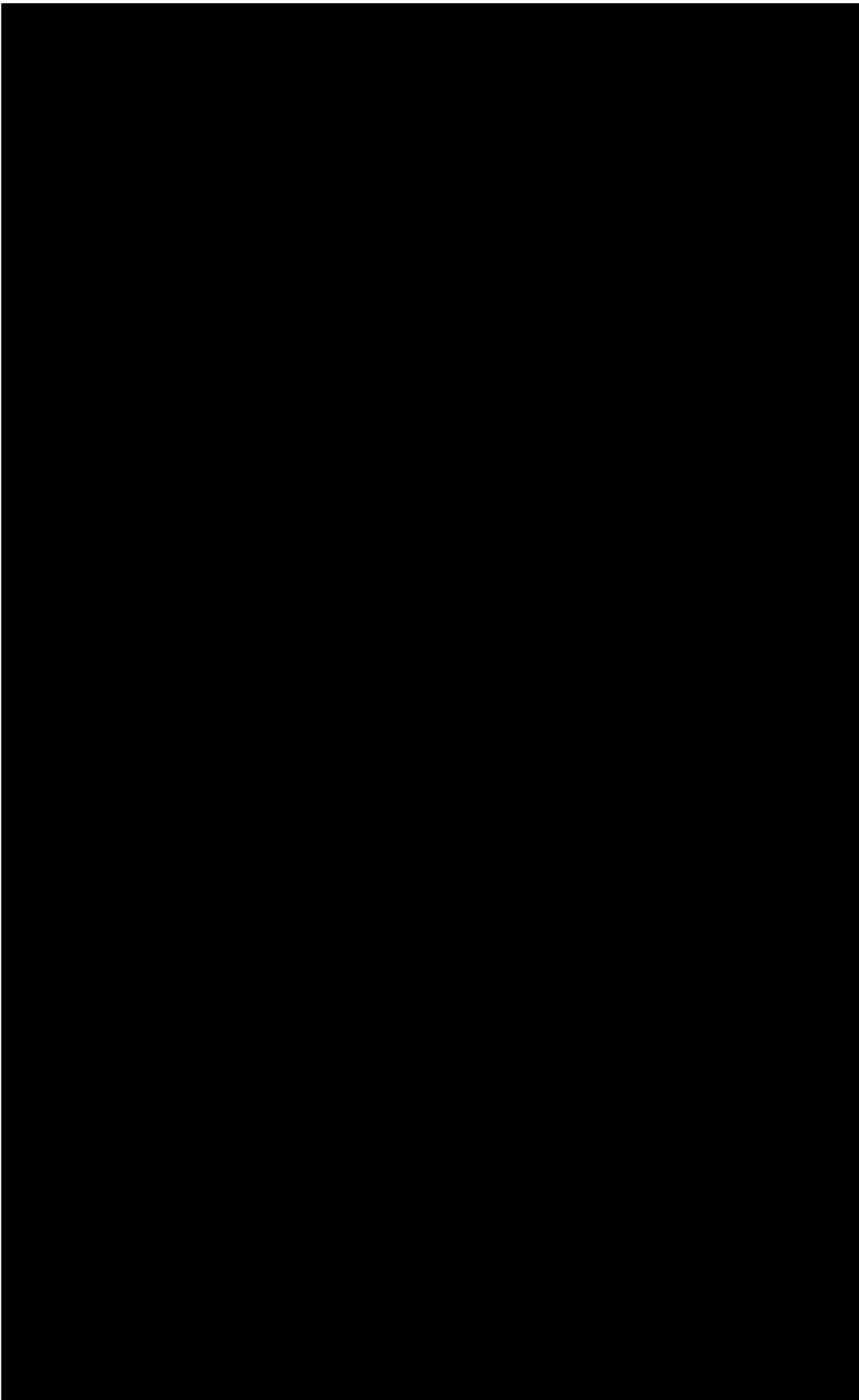


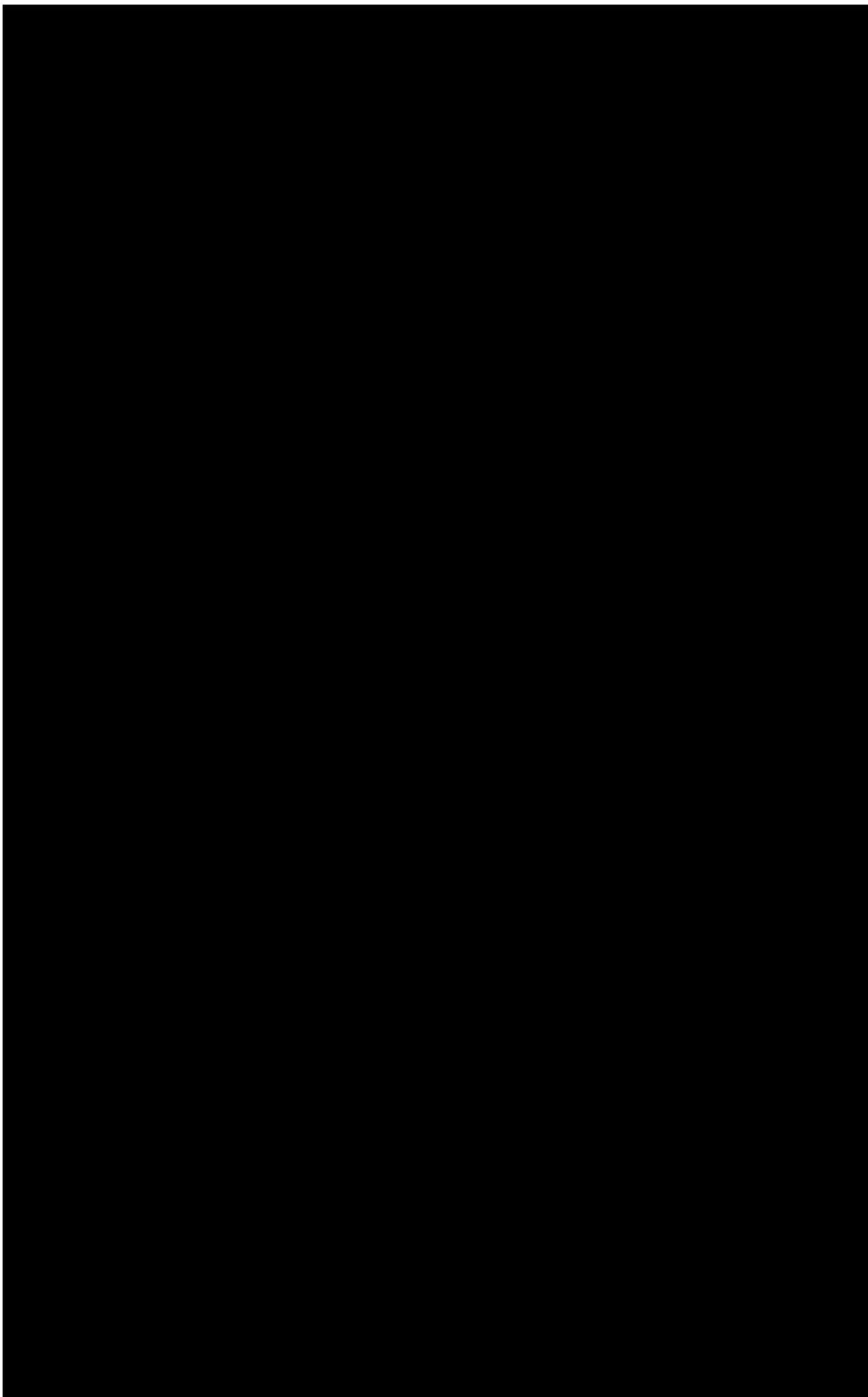


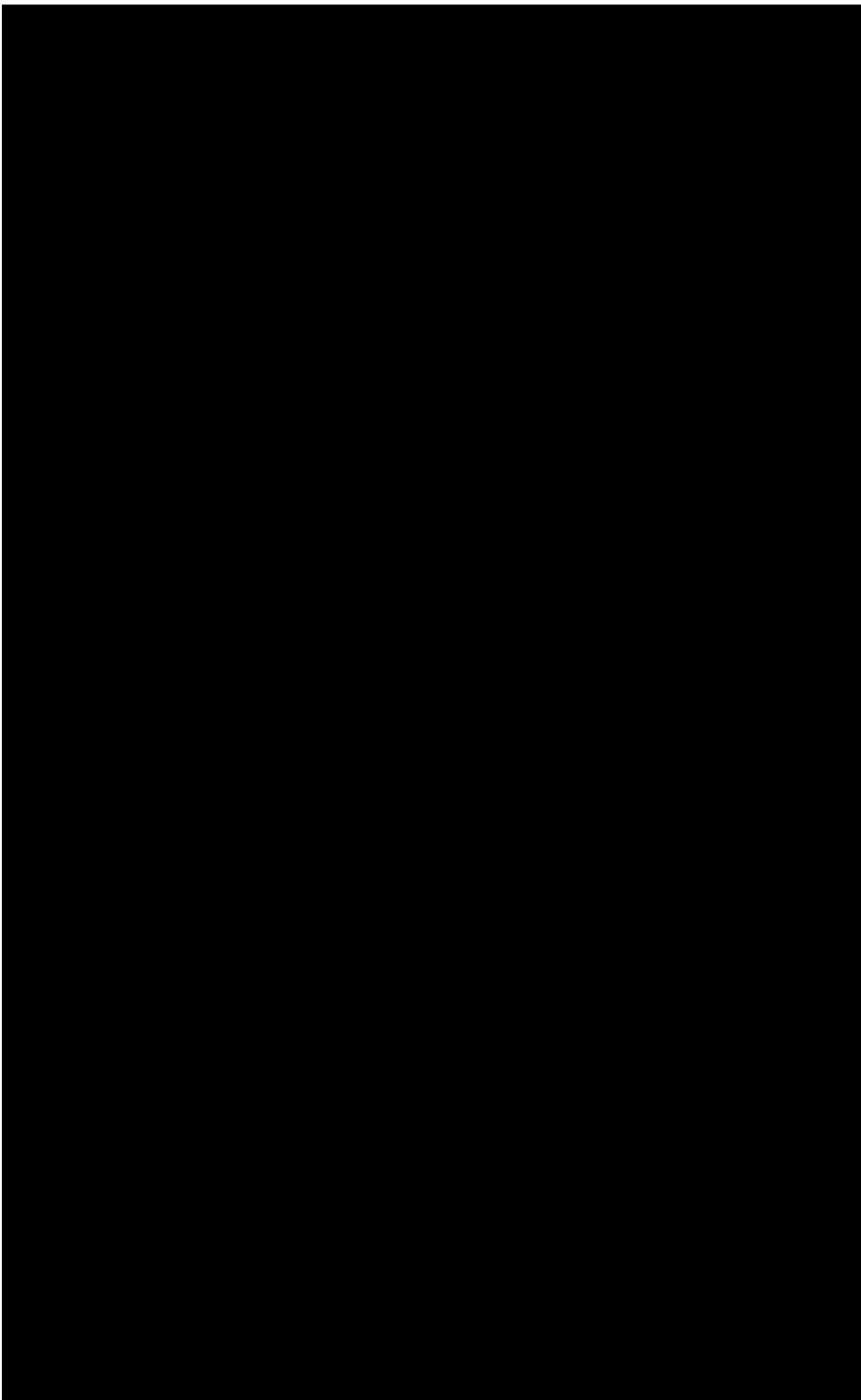


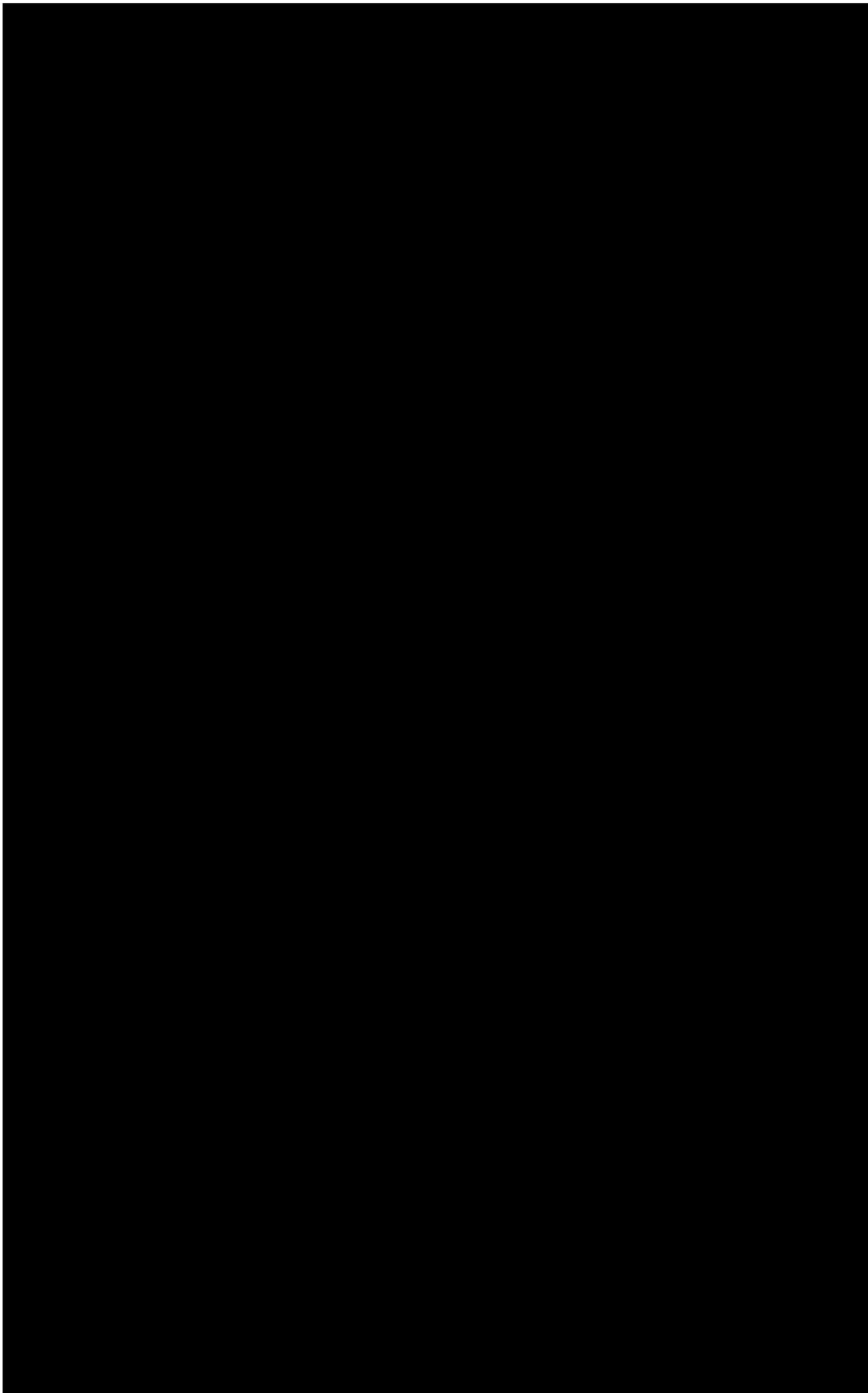


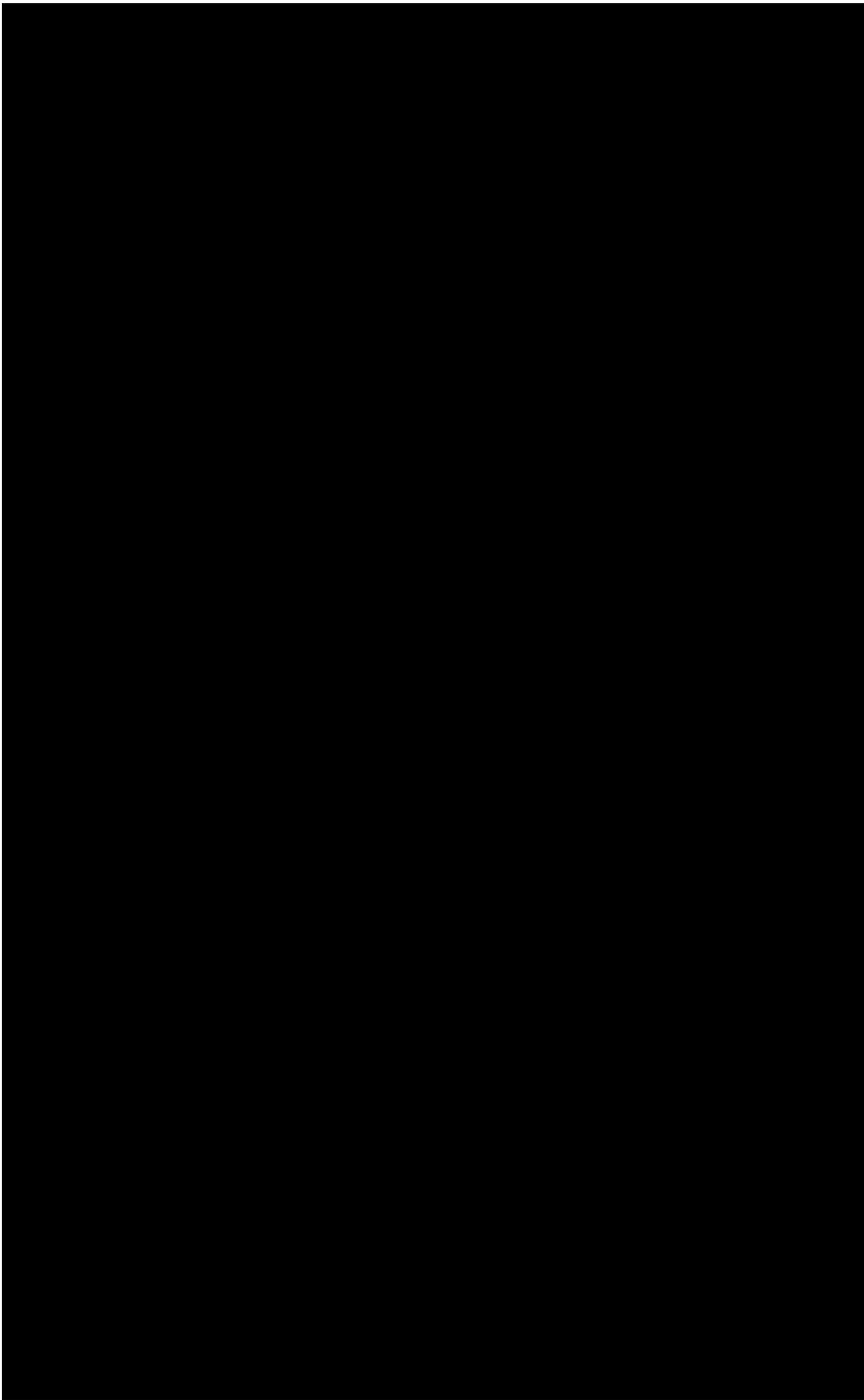


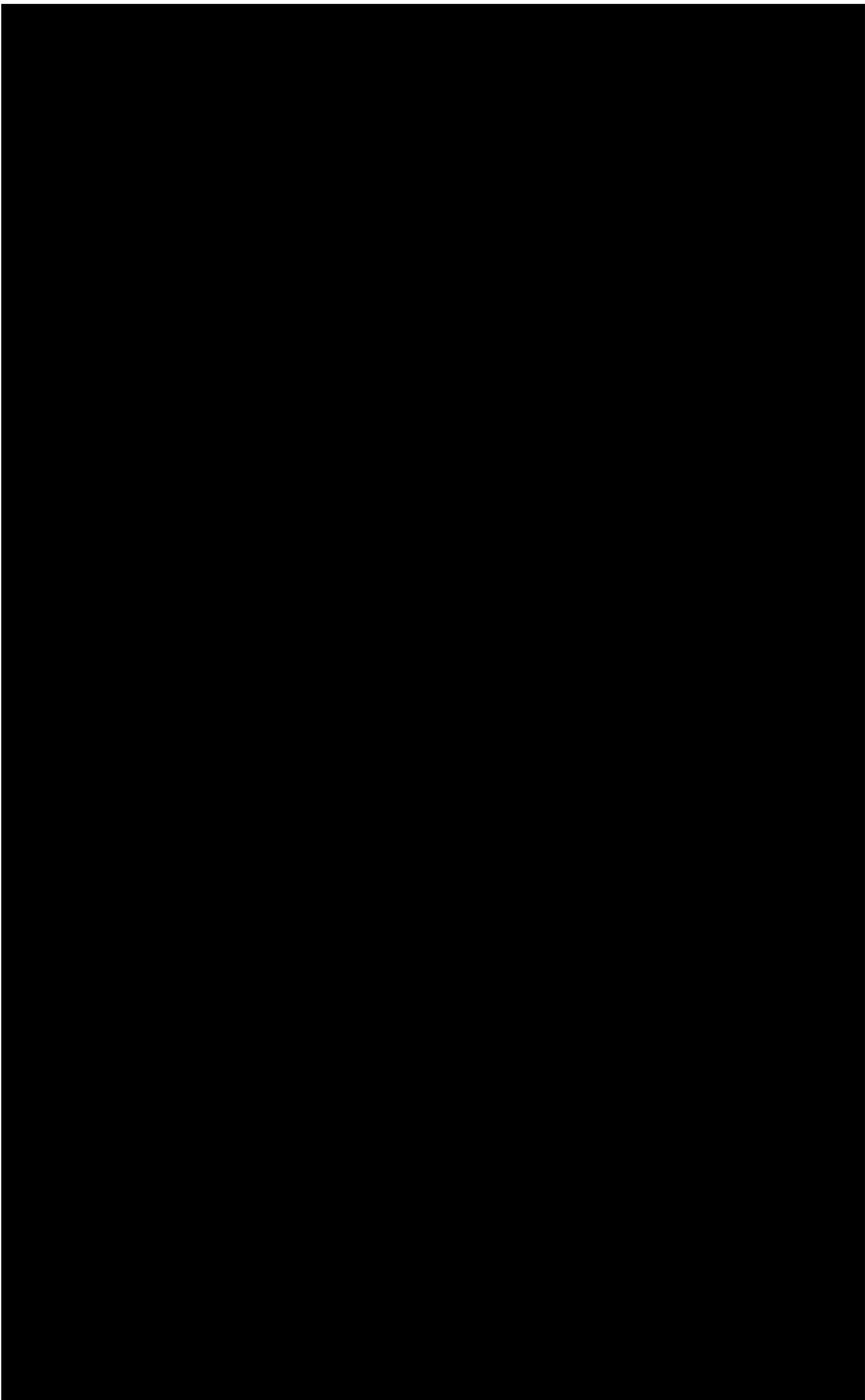


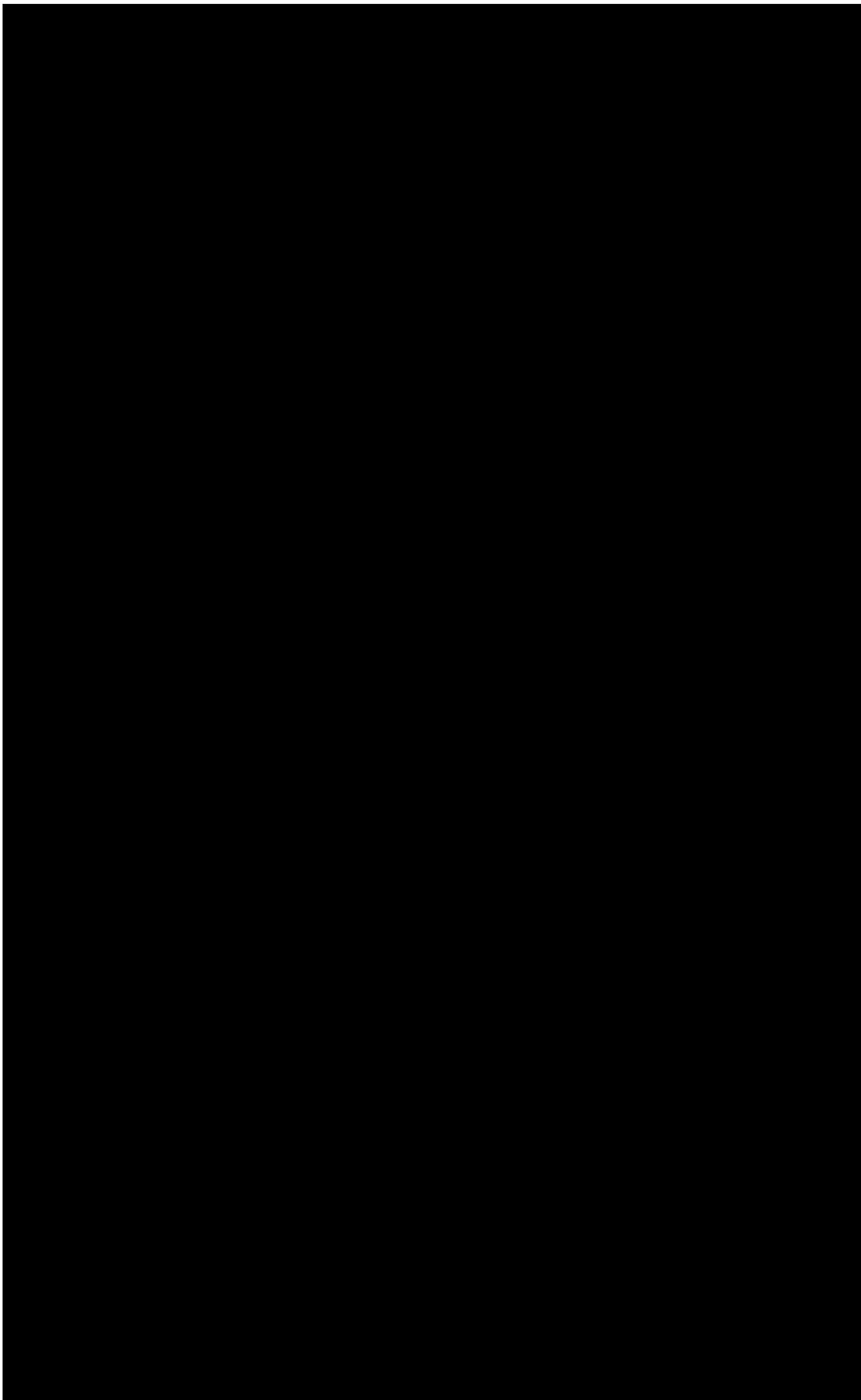


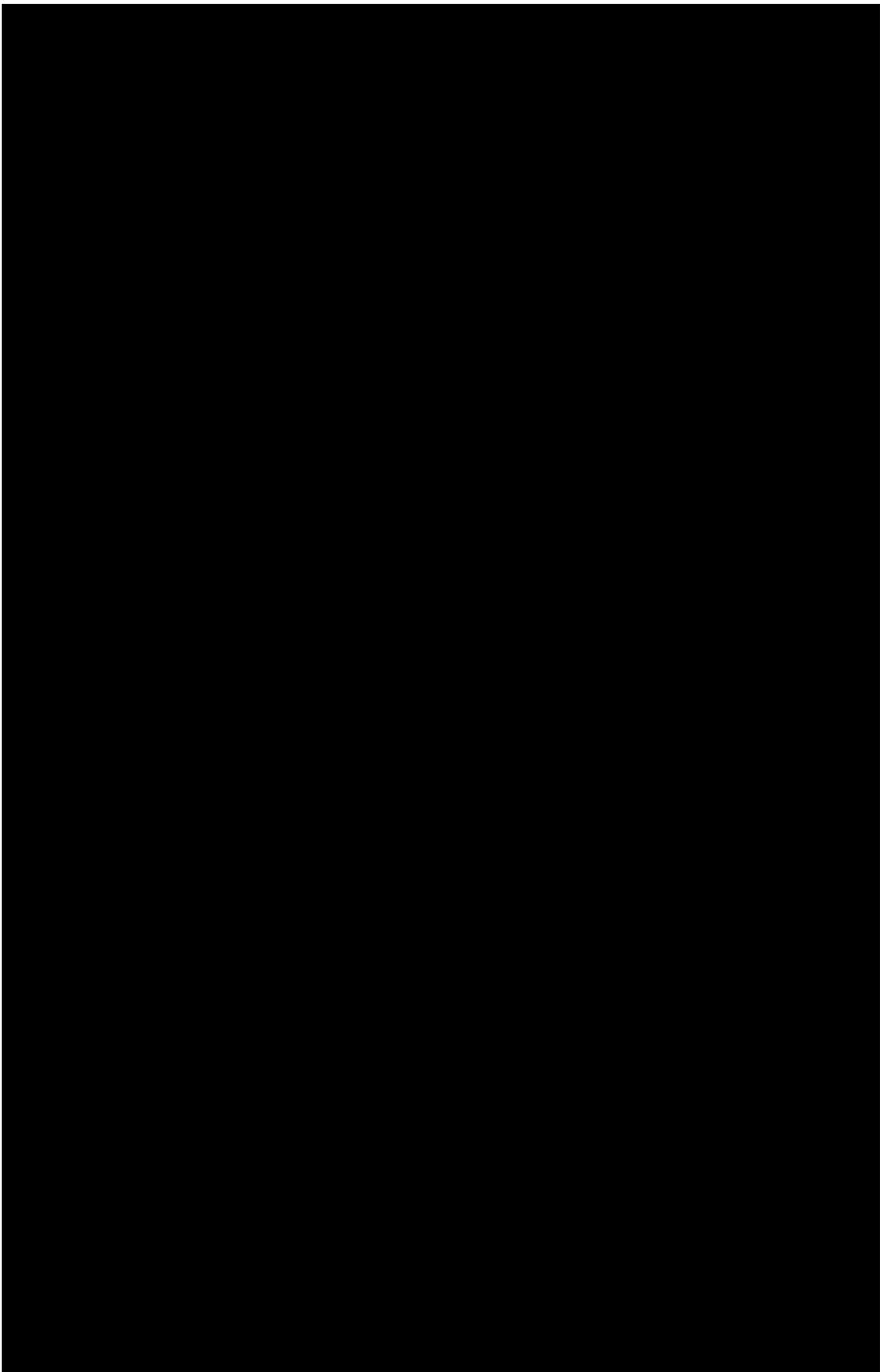


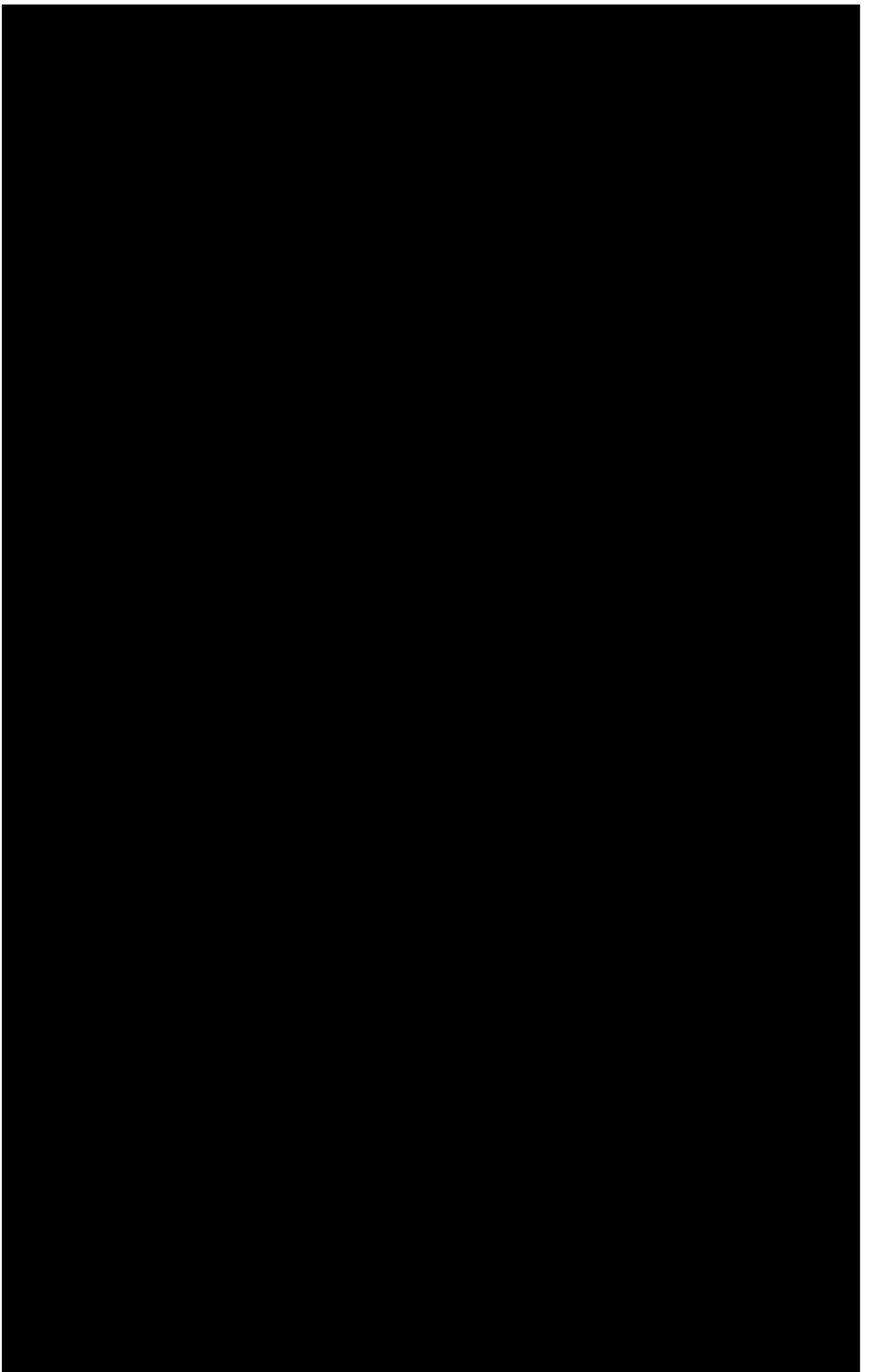


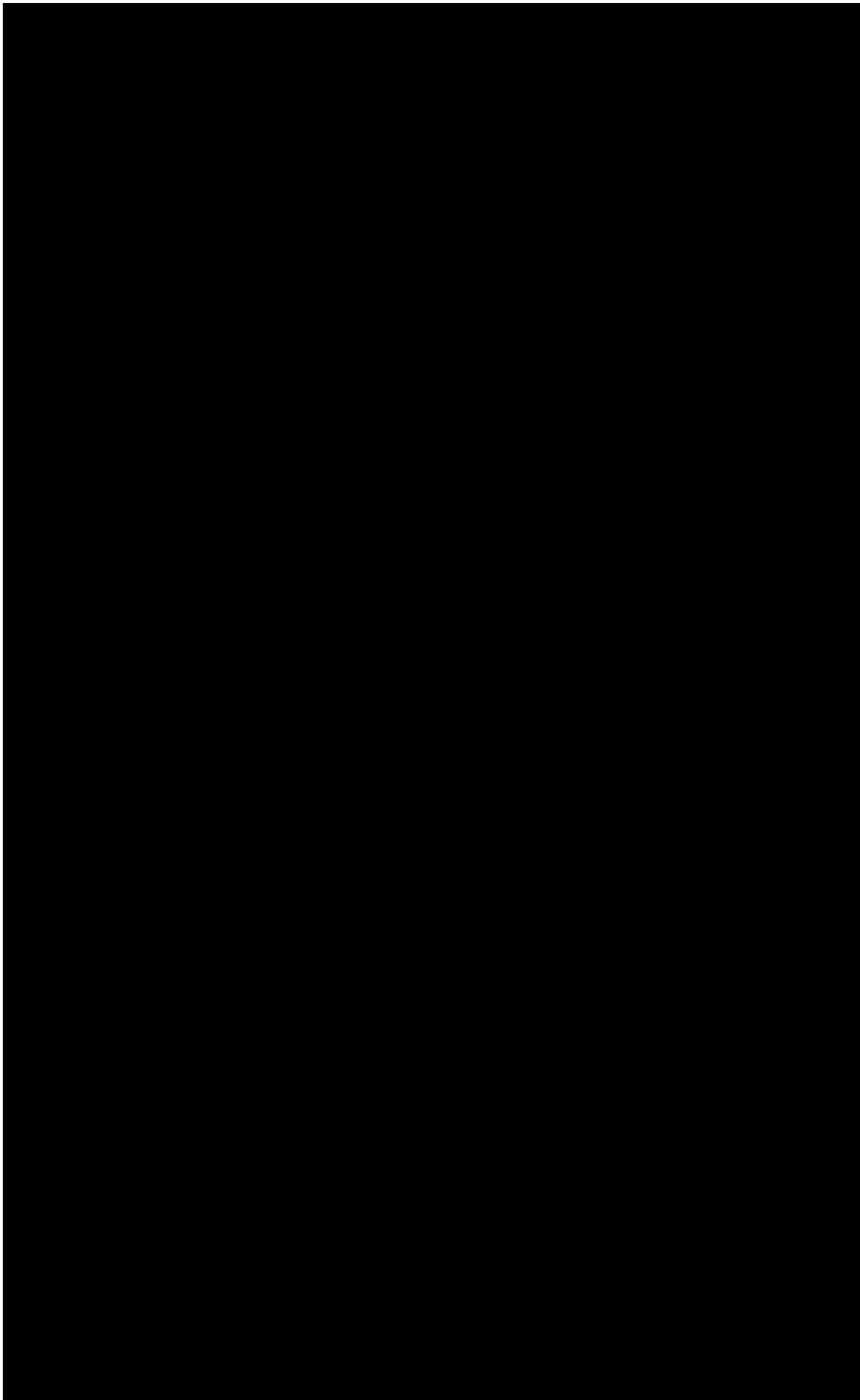


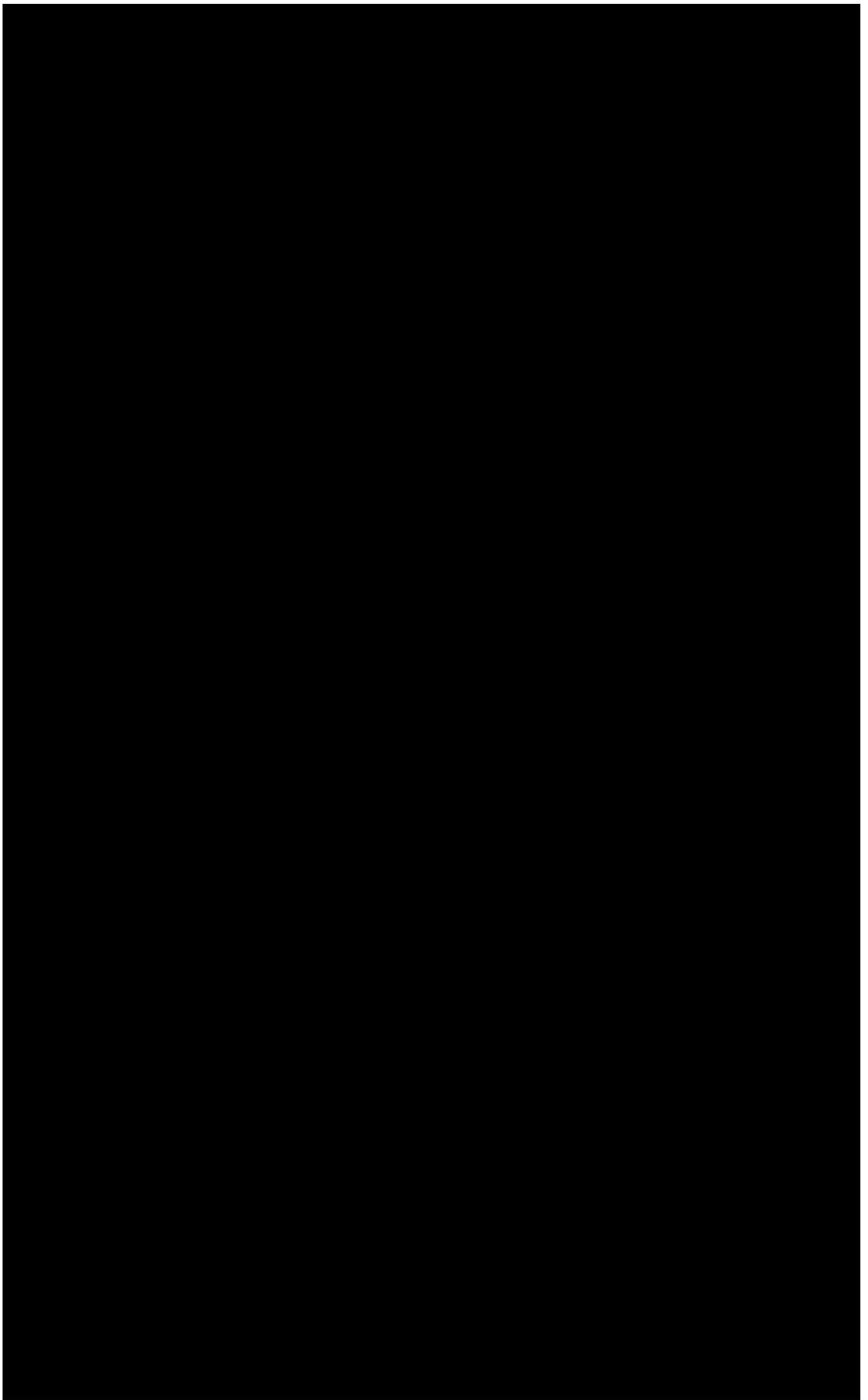


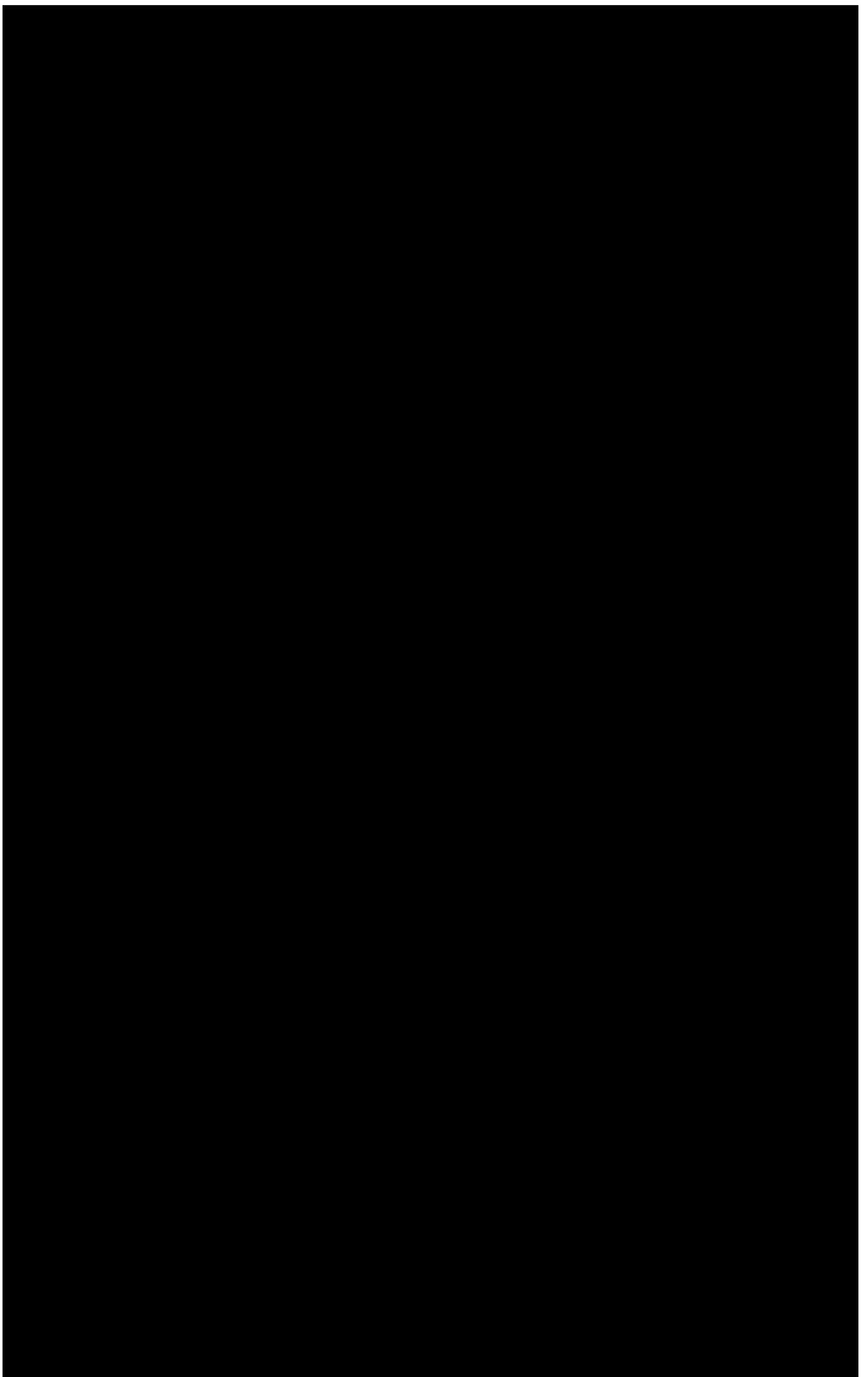


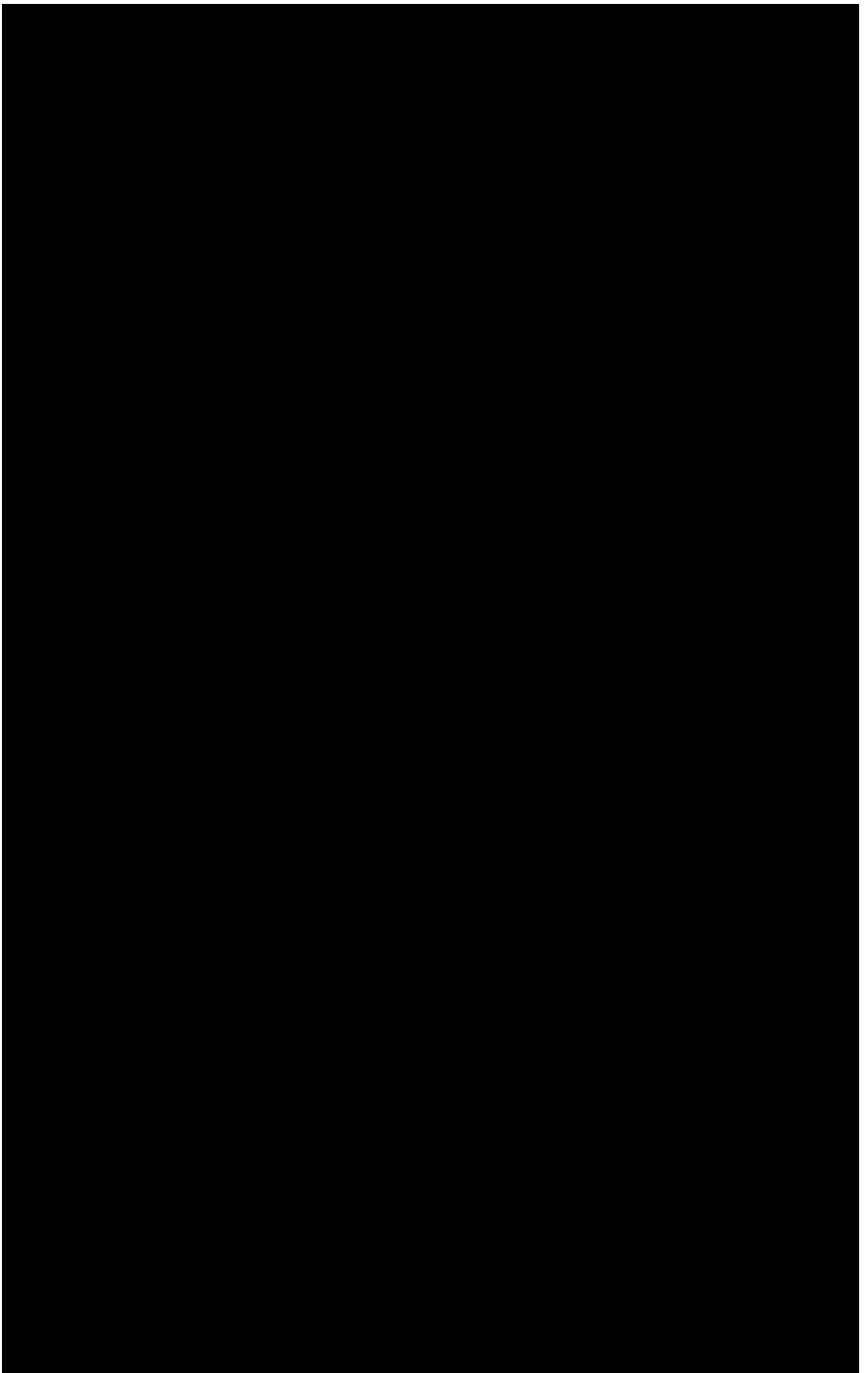


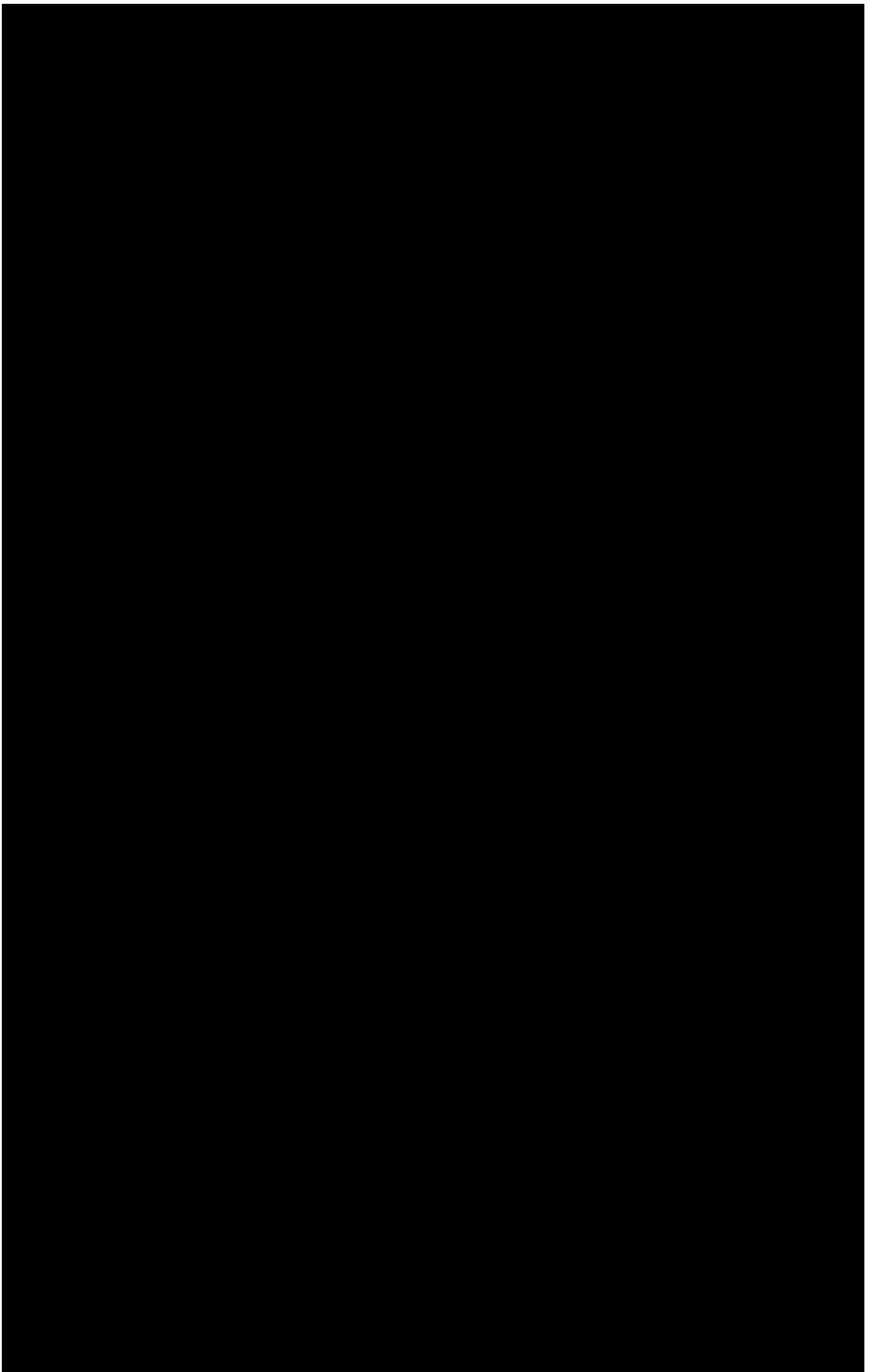


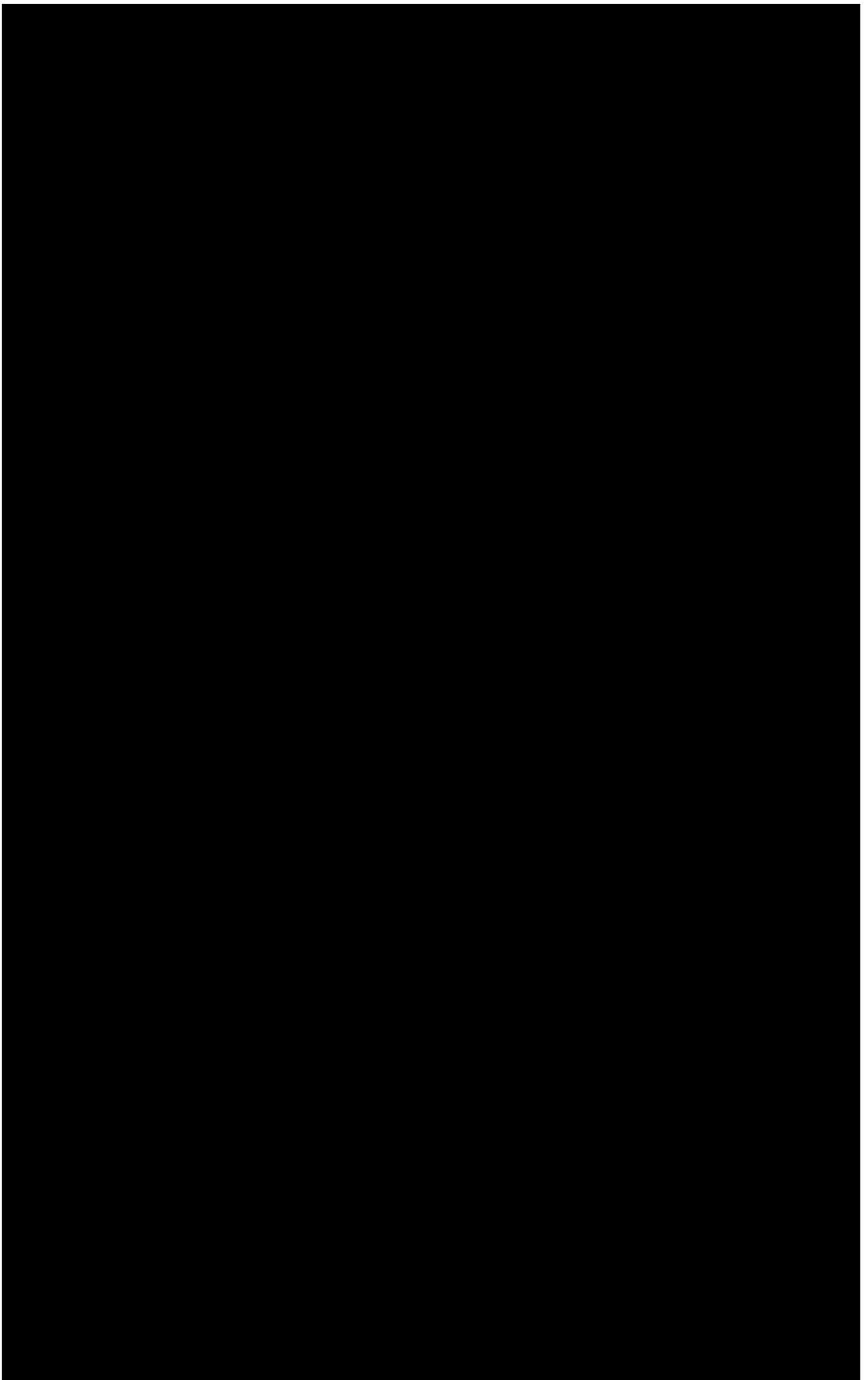


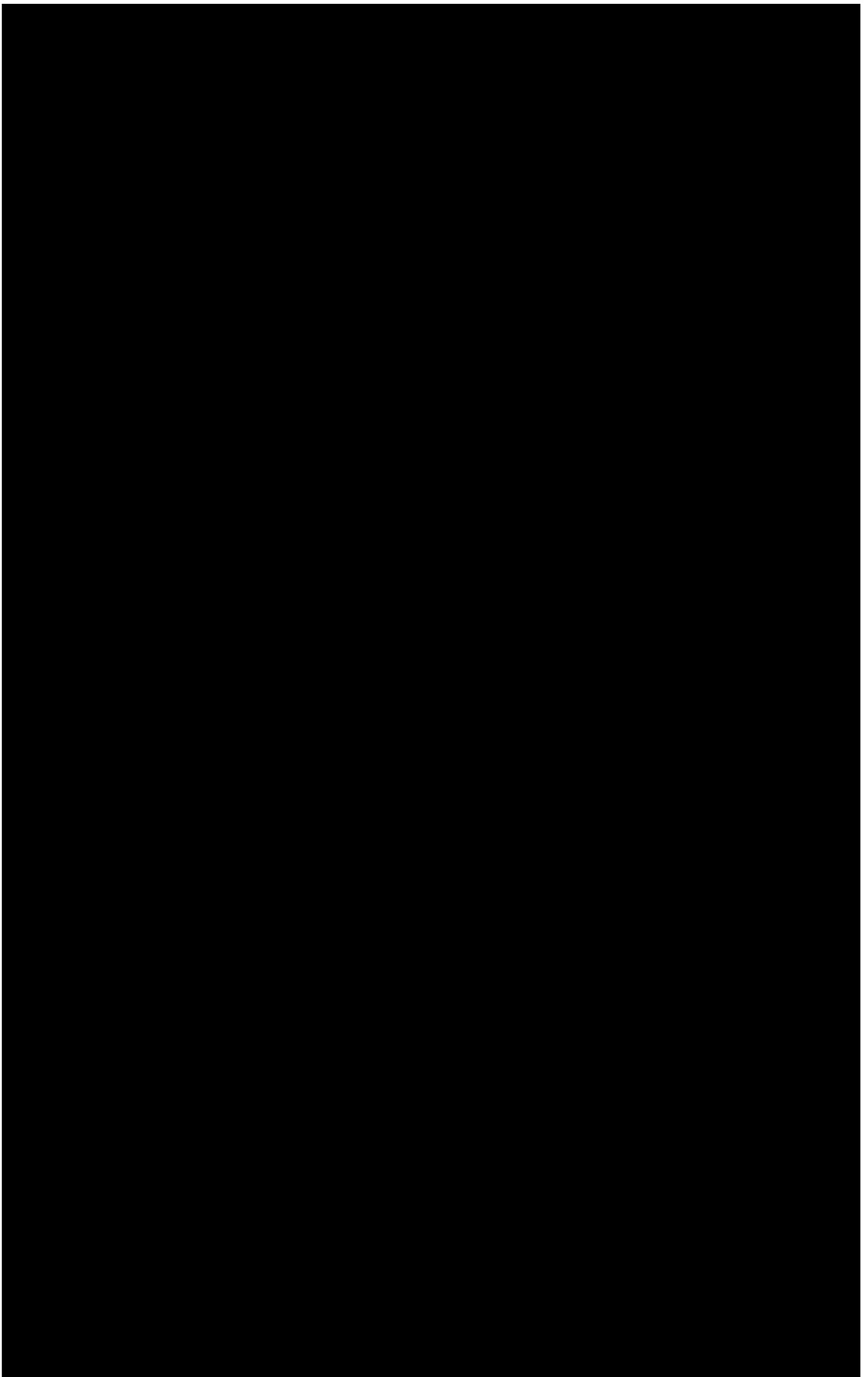


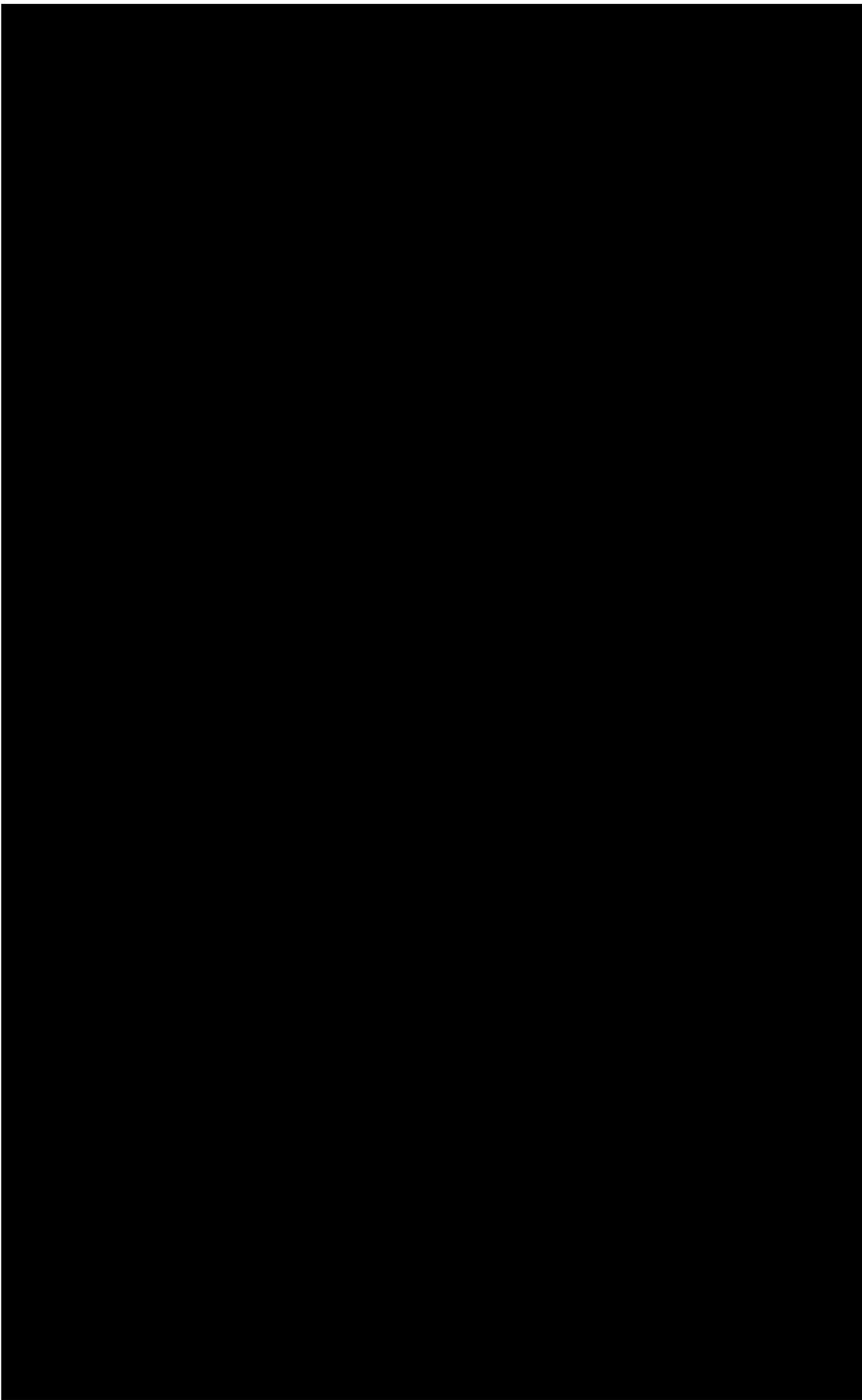




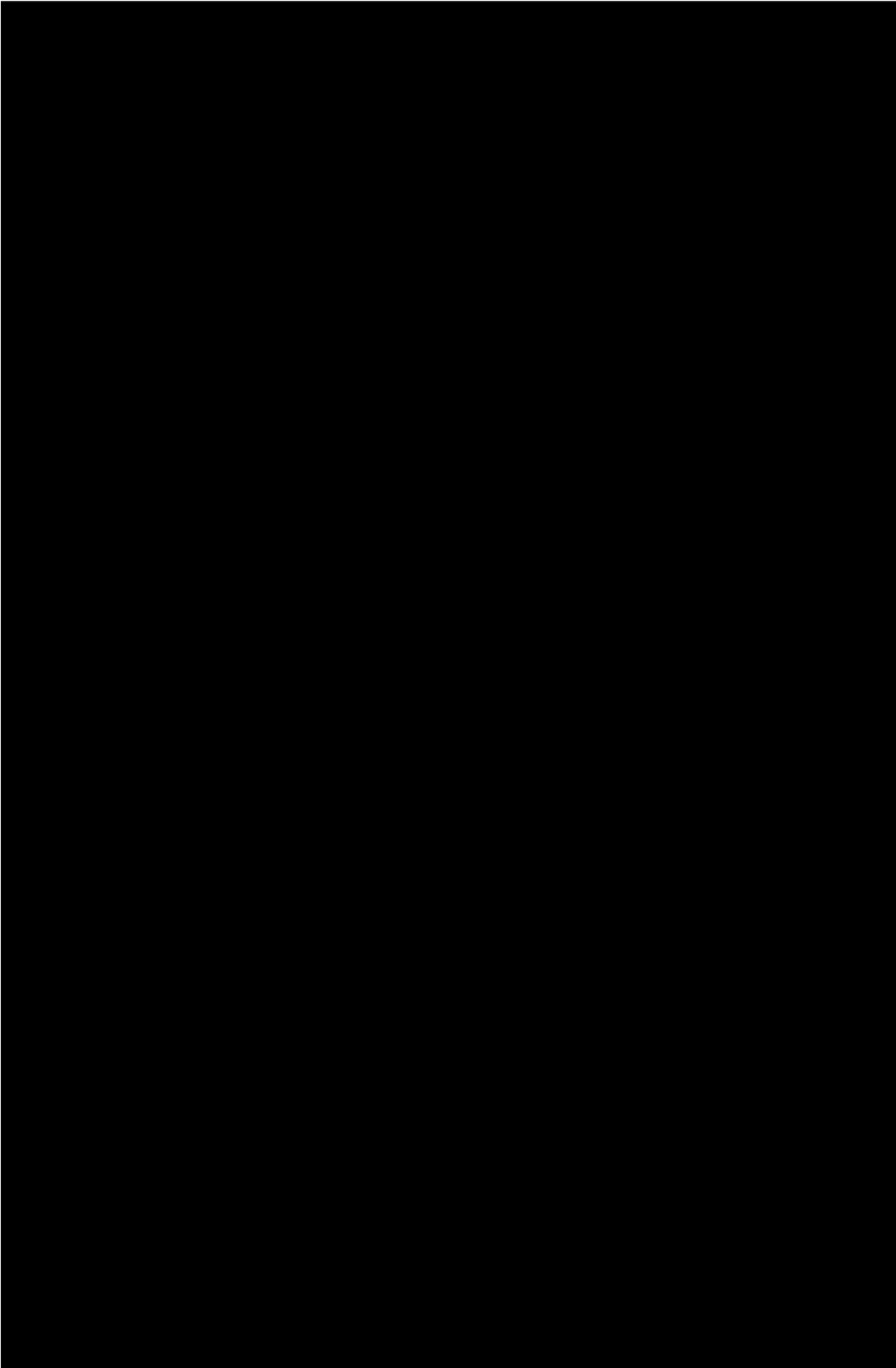


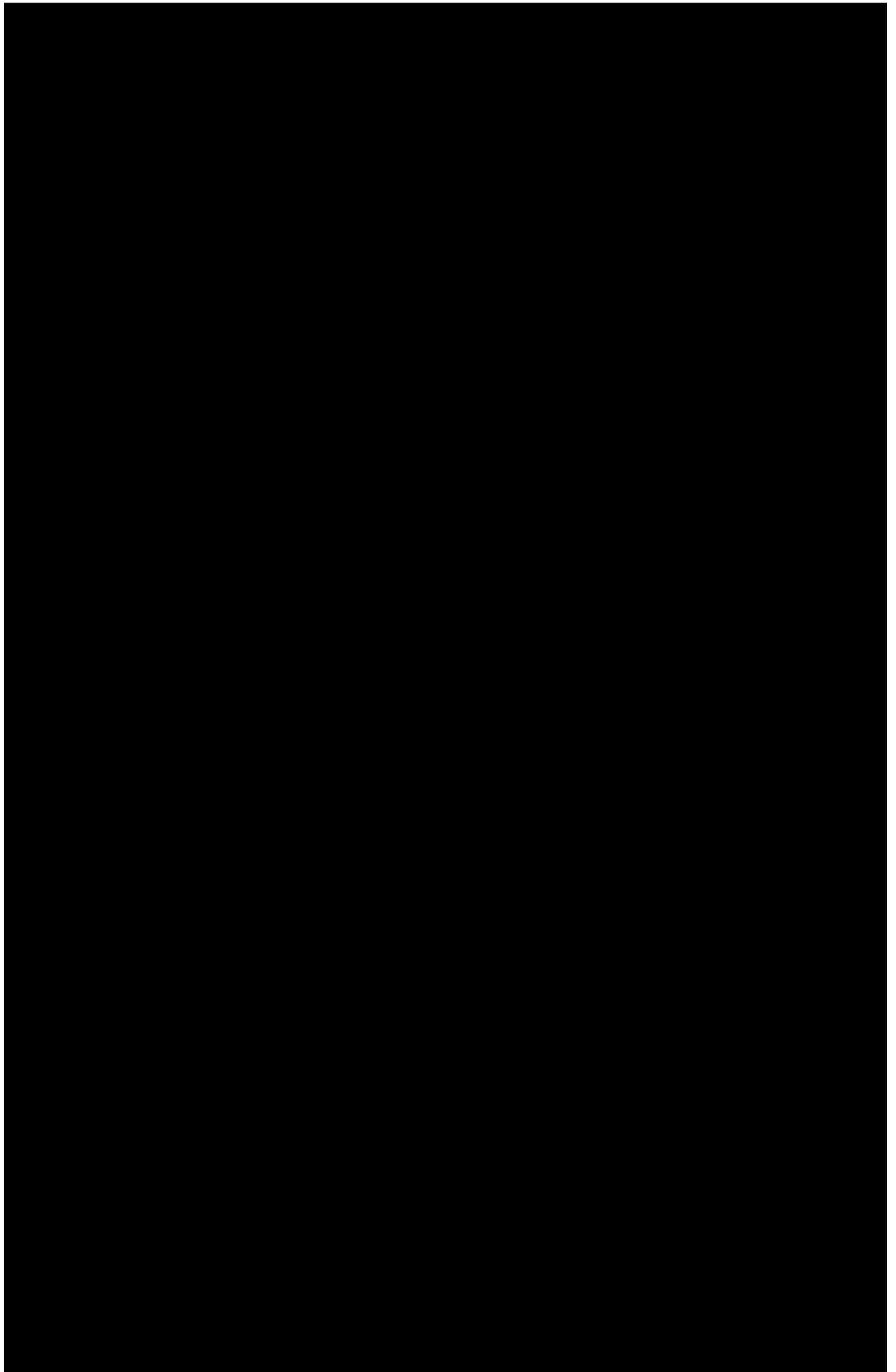


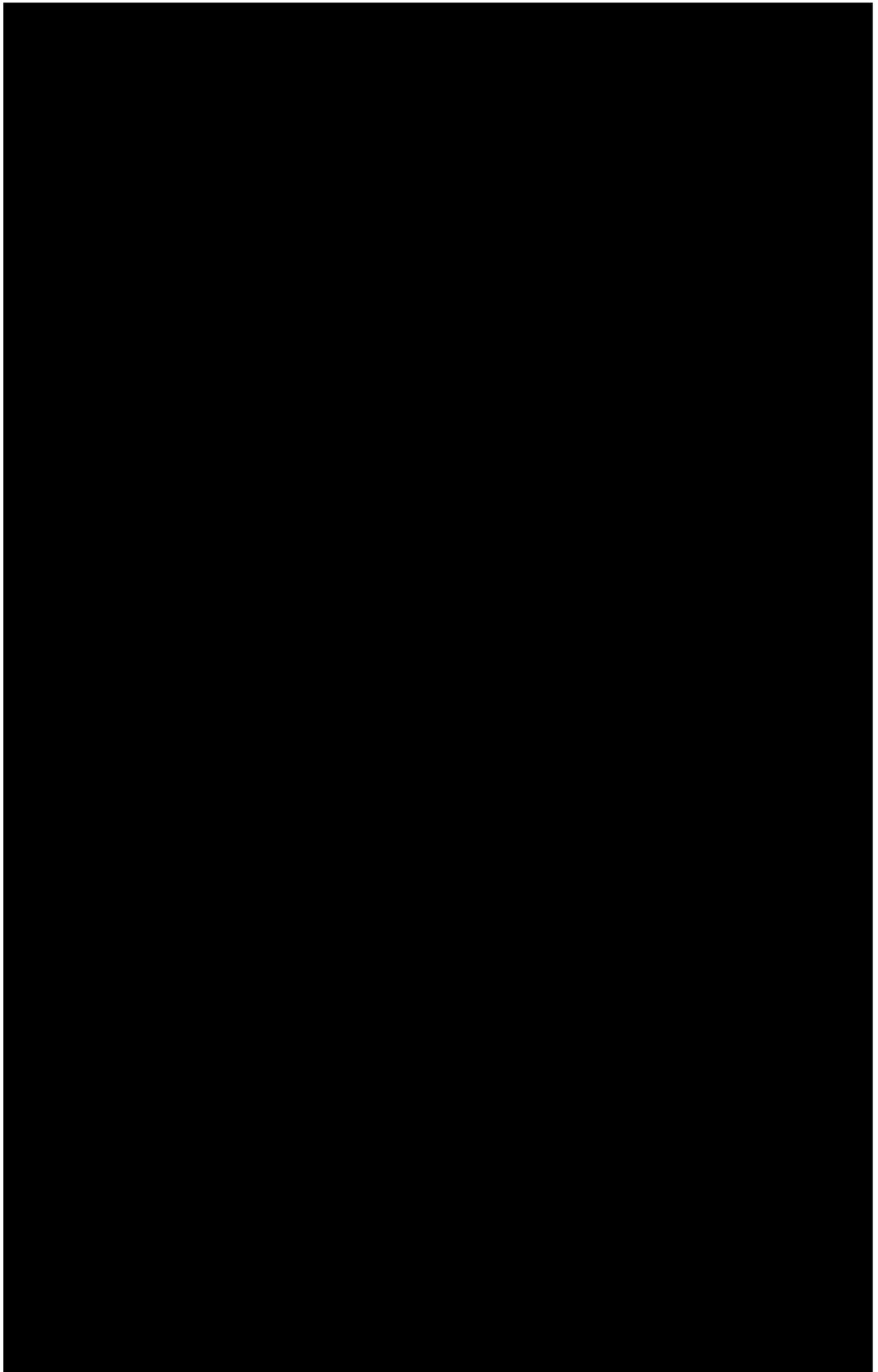


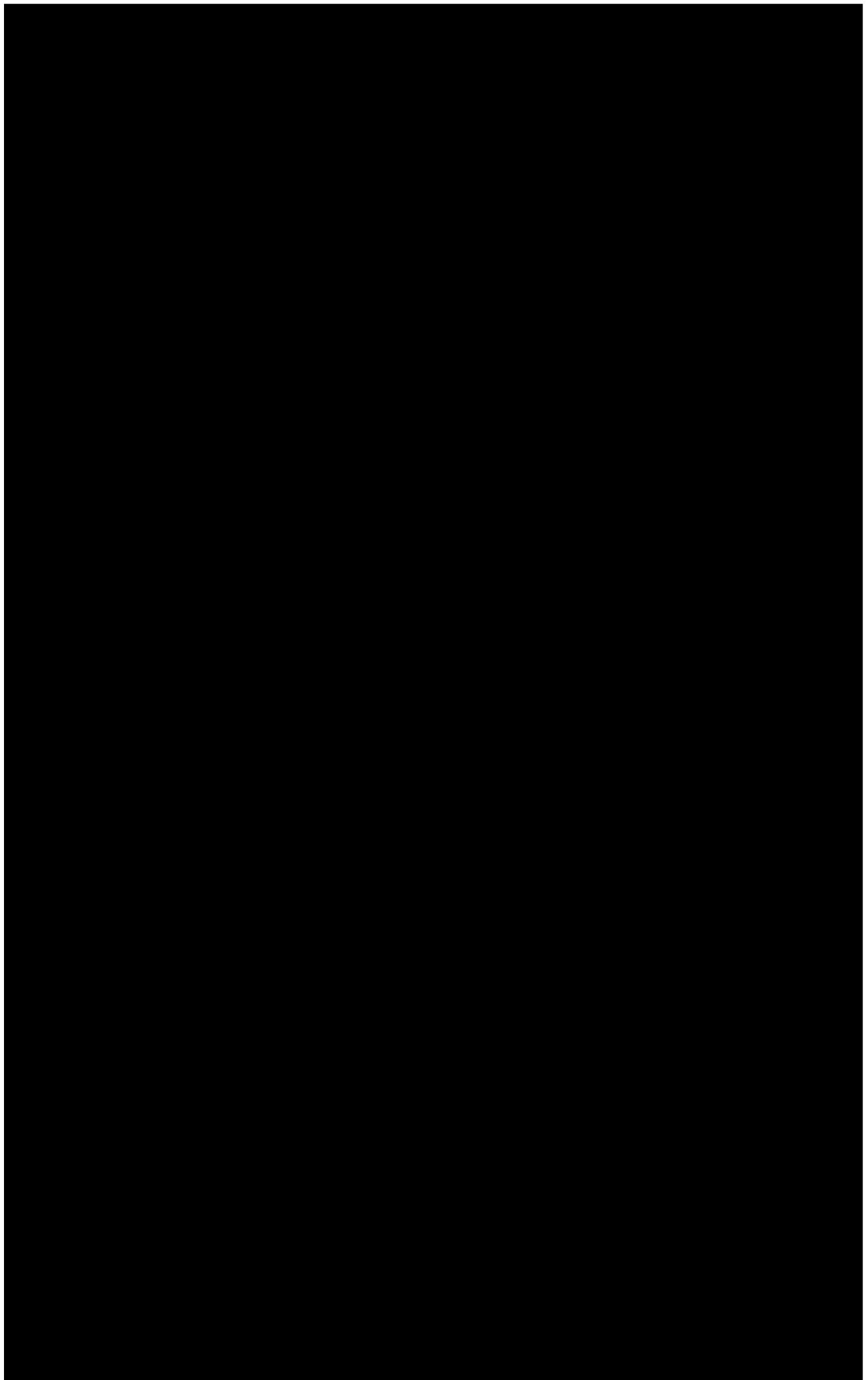


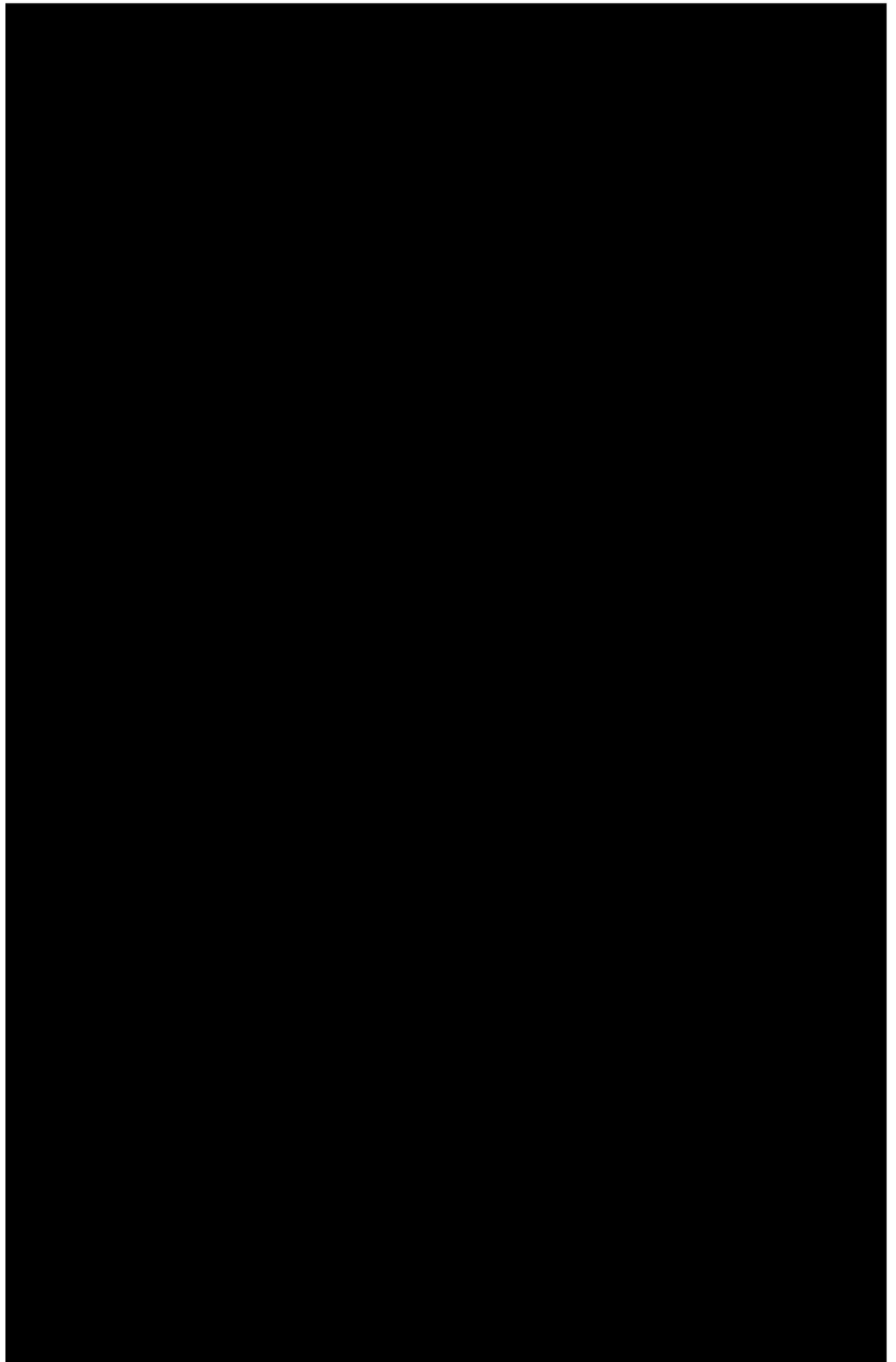
**Event Daily Schedule (Confidential)**











UEFA EURO 2020 FAN ZONE  
TRAFALGAR SQUARE

2 MARCH 2021

NOISE MANAGEMENT PLAN  
VC-103453-EN-NMP-01  
R01

MARCH 2021



2 MARCH 2021

## DOCUMENT CONTROL

<b>DOCUMENT TITLE</b>	NOISE MANAGEMENT PLAN	<b>REVISION</b>	R01
<b>DOCUMENT NUMBER</b>	VC-103453-EN-NMP-01	<b>ISSUE DATE</b>	FEBRUARY 2021
<b>PROJECT NUMBER</b>	103453	<b>AUTHOR</b>	D BUTTERFIELD
<b>STATUS</b>	DRAFT	<b>CHECKED</b>	JS
<b>ISSUED TO</b>	CLIENT	<b>PASSED</b>	DB

## REVISION HISTORY

REVISION	NOTES	DATE ISSUED
R01	ISSUED WITH CLIENT COMMENTS	2 <sup>ND</sup> MARCH 2021

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## CONTENTS

CONTENTS	3
1. INTRODUCTION	4
2. LICENCE CONDITIONS	5
3. NOISE MANAGEMENT PLAN	6
4. PREDICTED NOISE LEVELS	7
5. SOUND MANAGEMENT PROCEDURES	9
APPENDIX A	11
APPENDIX B	12

2 MARCH 2021

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## 1. INTRODUCTION

- 1.1. Vanguardia Ltd. has been commissioned by Jack Morton Worldwide to provide a Noise Management Plan to assist in the management of sound at the proposed UEFA Euro Fanzone Event to be held in Trafalgar Square for a period of one month (11<sup>th</sup> June to 11<sup>th</sup> July 2021).
- 1.2. The purpose of this document is to describe the sound management scheme that will be put in place to manage the music noise levels at noise sensitive properties in line with the objectives of the Premises Licence. The practical measures that should be adopted to achieve compliance with noise conditions are described in Section 3.
- 1.3. It is intended that this is considered a 'live' working document which may evolve further with ongoing liaison between the event producer and Westminster City Council.
- 1.4. Proposed site plans are shown in Appendix B.
- 1.5. The technical terms used in this document are set out in Appendix A.

### CONSULTANT'S EXPERIENCE

- 1.6. Vanguardia Ltd is an independent acoustic consultancy specialising in the field of sound, noise and acoustics related to entertainment venues. The team of consultants have many years' experience dealing with some of the largest and most innovative sound and acoustic projects in the UK, including Wembley Stadium, the Millennium Dome, The Millennium Stadium, Wembley Arena and Earls Court.
- 1.7. The consultants have successfully provided sound management advice, including noise control, at over 1000 concerts during the past 25 years. These concerts have ranged from relatively small-scale events at green field sites to major events staged at national stadia providing entertainment for tens of thousands of people.
- 1.8. The company director also sat on the UK Noise Council Working Party which prepared the Code of Practice on Environmental Noise Control at Concerts (1995). They have also managed Government research projects related to sound and noise aspects of the entertainment business.
- 1.9. As well as the provision of sound and acoustic design/management for entertainment venues, the company deals with the whole range of acoustic, noise and vibration issues and our staff have presented expert testimony at planning and licensing hearings, magistrates and high courts, Judicial Reviews and House of Commons and House of Lords Select Committees.

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## 2. LICENCE CONDITIONS

- 2.1. The relevant premises licence conditions, relating to noise levels at noise sensitive locations are reproduced below:

### NOISE

1. *A minimum of 28 days prior to the event a Noise Management Plan to promote the prevention of public nuisance shall be provided to Westminster City Council's Environmental Health Consultation Team for approval. The Noise Management Plan shall state the maximum permitted music noise level applicable at the nearest noise sensitive premises. Once approved in writing it shall be implemented by the Premises Licence Holder.*
2. *For licensable events when the stage is facing north the Music Noise Level shall not exceed 79 dB L<sub>Aeq</sub> (5 minutes) one metre from the nearest affected façade.*
3. *The Licensee will take all reasonable steps to ensure that amplified music will not cause a nuisance.*
4. *Residential properties and the relevant amenity group(s) in the immediate vicinity of the Square 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.*
5. *Rehearsals shall be limited from 09:00 hours to 18:00 hours.*
6. *There shall be no publicity of rehearsals.*
7. *There shall be no noise audible at the nearest noise sensitive premises from any construction or similar works in association with the set up and dismantling of the site, outside the hours of:  
08:00 - 18:00 Monday - Saturday / 08:00 - 13:00 Sunday*
8. *Any generators, refrigerators or other machinery running overnight will be silenced, screened or sited so as not to be audible outside the boundary of the site.*
9. *Electrical generators, where used, must be:*
  - *Suitably located clear of buildings, marquees and structures, and free from flammable materials;*
  - *Enclosed to prevent unauthorised access;*
  - *Able to provide power for the duration of the event;*
  - *Backed up electrical generators are to be provided to power essential communications, lighting and safety systems in the event of primary generator failure.*

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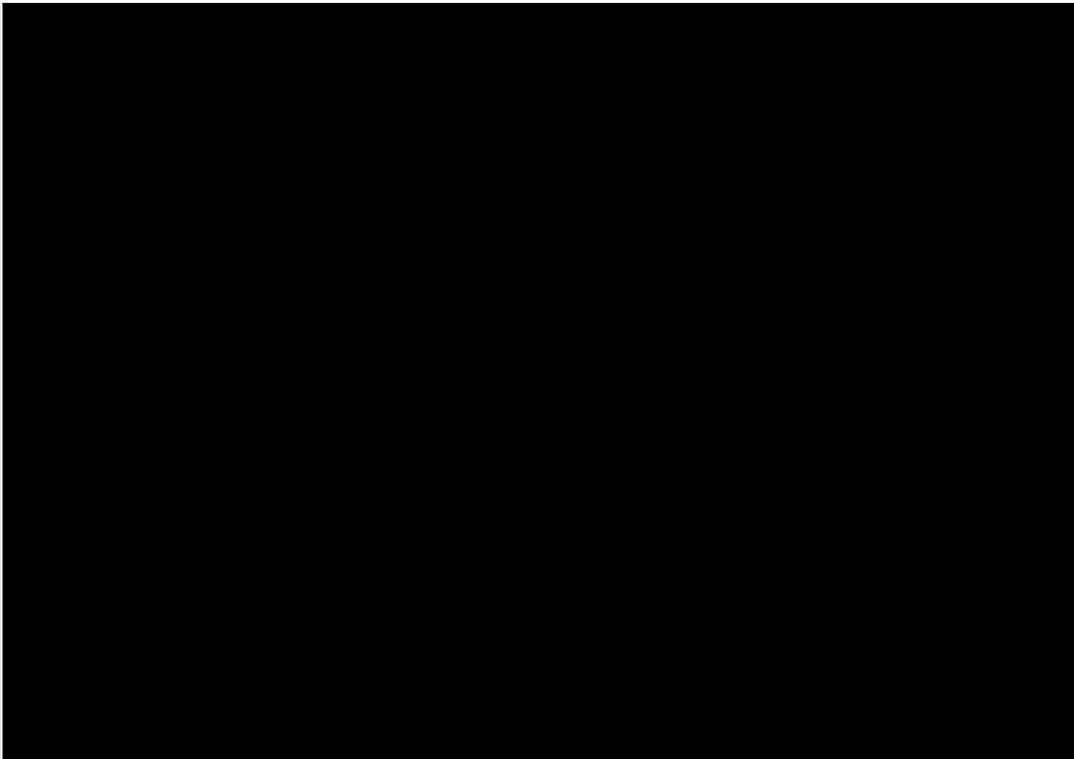
### 3 . N O I S E M A N A G E M E N T P L A N

#### PRE-EVENT INFORMATION

- 3.1. Vanguardia will set up a direct means of communications with all parties. The event producer will provide Vanguardia staff with site radios.
- 3.2. A dedicated radio channel will be provided for noise management.
- 3.3. A letter will be circulated as appropriate to neighbouring properties prior to the event, informing them of the details of the event including details of the build and break, sound checks and start and finish times.
- 3.4. A telephone complaints line will be made available for the duration of the event. Should any noise complaints be received the complaint will be investigated. If amplified noise levels are above those specified in the licence conditions, immediate action will be taken to have the levels reduced at the noise source. A complaints log will be maintained throughout the event detailing addresses of complaints, times and actions.
- 3.5. The management communication protocol will be reviewed to ensure effective and responsive communication channels are established and maintained between all relevant parties throughout the duration of the event.
- 3.6. Vanguardia will undertake sound tests prior to the event to determine a correlation between onsite and offsite sound levels. Based on this correlation, onsite guidance levels will be determined and agreed with the Council's representative. The correlation will be checked at regular intervals throughout the event.
- 3.7. A permanent noise monitor will be provided at the mixer desk position or correlated with a suitable location in the audience area.
- 3.8. All noise meters will comply with the required standards and be appropriately calibrated.
- 3.9. The producer will advise the environmental health department of the likely times of rehearsals and sound checks, although exact times are unlikely to be known until very near the production set up. The producer will also agree timings for production set up.
- 3.10. Vanguardia will liaise with the Council and comply with their complaints procedure.
- 3.11. The event producer and Vanguardia will comply with any reasonable instructions given by the licensing authority.

## 4. PREDICTED NOISE LEVELS

- 4.1. Detailed noise predictions have been carried out by Vanguardia in terms of  $L_{Aeq}$  so that the overall 'A' weighted broadband sound levels can be assessed against the limits set in section 2.
- 4.2. The noise predictions have been carried out using industry standard software (IMMI) which has been modified to take account of the type of sound system to be used. Specific noise levels have been predicted for a range of locations around the site.
- 4.3. The predictions are based on the latest site plan shown in Appendix B and the modelling locations are shown below in Figure 1.



**Figure 1** Modelling prediction locations.

- 4.4. Two scenarios have been modelled in accordance with the PA information provided by the event producer. These are 'Normal Matchday' which will be the majority of events and 'Semi-Final/Final Matchday'. The results of the modelling are shown below in Table 1.
- 4.5. Noise levels have been predicted based on an assumed amplified sound level at the Reference Position of 87 dB  $L_{Aeq,T}$ .

2 MARCH 2021

**Table 1** Results of Immi Modelling

Location	Normal Matchday (dBA)	Finals/Semi Finals (dBA)
Reference Position (indicative crowd location 25 m from PA System)	87	87
Canada House	78	79
National Gallery	75	75
St Martin's	75	75
World Studios	68	78
Museum of Happiness	65	77

4.6. The predictions assume a temperature of 20 °C and 75 % relative humidity and use the propagation methodology of ISO 9613, which accounts for:

- Source sound power
- Source directivity
- Source height.
- Receptor height
- Ground absorption
- Air absorption
- Effects of topography and barriers
- Acoustic reflections
- Meteorological conditions

4.7. The ISO 9613 method assumes conditions are favourable for the propagation of sound (i.e. all sites are downwind) giving a bias to a worst-case scenario.

---

## 5. SOUND MANAGEMENT PROCEDURES

### SOUND PROPAGATION AND PRE-EVENT TESTS

- 5.1. Before the first event the PA will be set up and EQ'd. Vanguardia will be present to take measurements on and offsite during this process.
- 5.2. On 12<sup>th</sup> June, sound checking will be taking place and Vanguardia will undertake sound propagation tests to correlate the noise levels at the mixing desk with those observed at the most sensitive sound control positions. The results of these tests will be used to 'fine tune' the sound system in order to maximise the containment of music and set an appropriate guidance sound limit at the mixer position. Sound propagation test times will be agreed with the local authority.
- 5.3. The local authority environmental health officers will be provided access to the results of the sound propagation tests on request.

### SOUND MANAGEMENT WITHIN THE VENUE

- 5.4. The music sound levels at the mixing desk position will be continually monitored in terms of 5-minute and 1-minute  $L_{Aeq}$  values. The noise limit is set in 5-minute intervals, but the 1-minute values provide the immediate information to check that the noise limits are being met. The sound engineers should be kept informed of the offsite noise levels and immediate instructions will be issued by the organiser if it appears that the limit may be exceeded at any point.
- 5.5. As part of the managerial process, the sound engineer will be informed prior to arriving at the mixer of the need to adhere to the sound limits and instructions issued to them in relation to sound management.

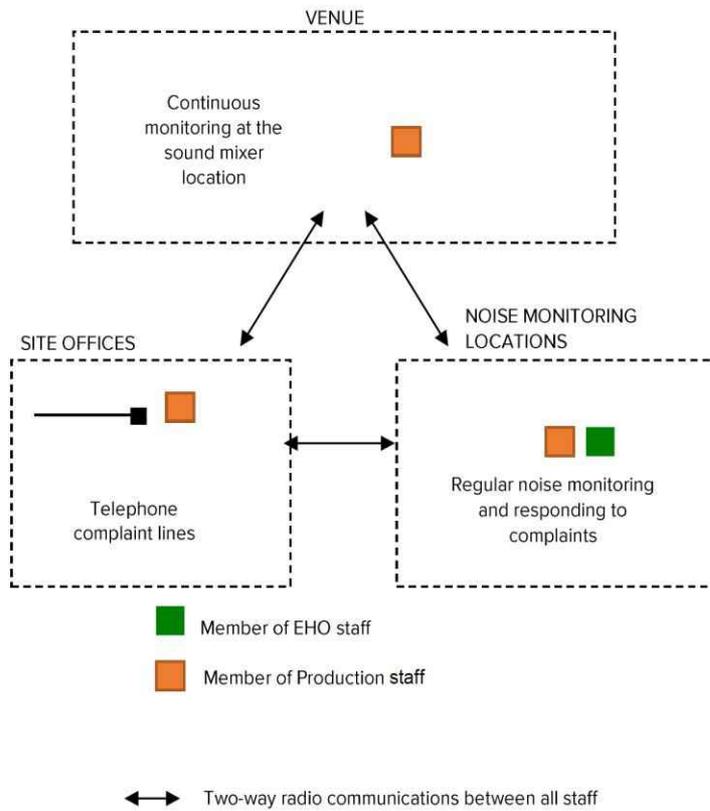
### SOUND MONITORING OUTSIDE THE VENUE

- 5.6. It is proposed that noise levels will be regularly monitored at the offsite locations and in response to any complaints received. This monitoring will be carried out by appointed members of production staff trained in the use of a sound level meter.
- 5.7. The noise monitoring equipment will be time synchronised to the monitoring equipment within the venue and will measure the 5-minute and 1-minute  $L_{Aeq}$  values.
- 5.8. Action necessary to meet the licence conditions will be transmitted by radio through to the team at the mixer position and immediate instructions should be issued to the sound engineers to resolve any potential problems.

- 5.9. Vanguardia will work closely with the PA supplier in order to deliver an event which is broadcast at a level which is acceptable to the audience whilst minimising the impact on nearby noise sensitive properties.

TELEPHONE COMPLAINTS LINE

- 5.10. A telephone complaints line will be confirmed.
- 5.11. A schematic of the management communication protocol is provided below.



2 MARCH 2021

## APPENDIX A

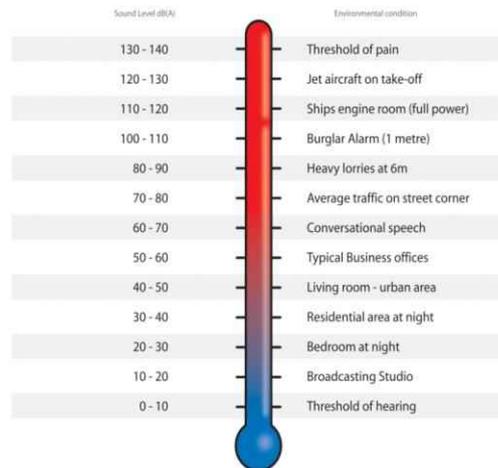
### GLOSSARY OF TERMS

Noise is defined as unwanted sound. The range of audible sound is from 0dB to 140dB, which is taken to be the threshold of pain. The sound pressure detected by the human ear covers an extremely wide range. The decibel (dB) is used to condense this range into a manageable scale by taking the logarithm of the ratio of the sound pressure and a reference sound pressure.

The frequency response of the ear is usually taken to be about 18Hz (number of oscillations per second) to 18,000Hz. The ear does not respond equally to different frequencies at the same level. It is more sensitive in the mid-frequency range than at the lower and higher frequencies, and because of this, the low and high frequency component of a sound are reduced in importance by applying a weighting (filtering) circuit to the noise measuring instrument. The weighting which is most used and which correlates best with the subjective response to noise is the dB(A) weighting. This is an internationally accepted standard for noise measurements.

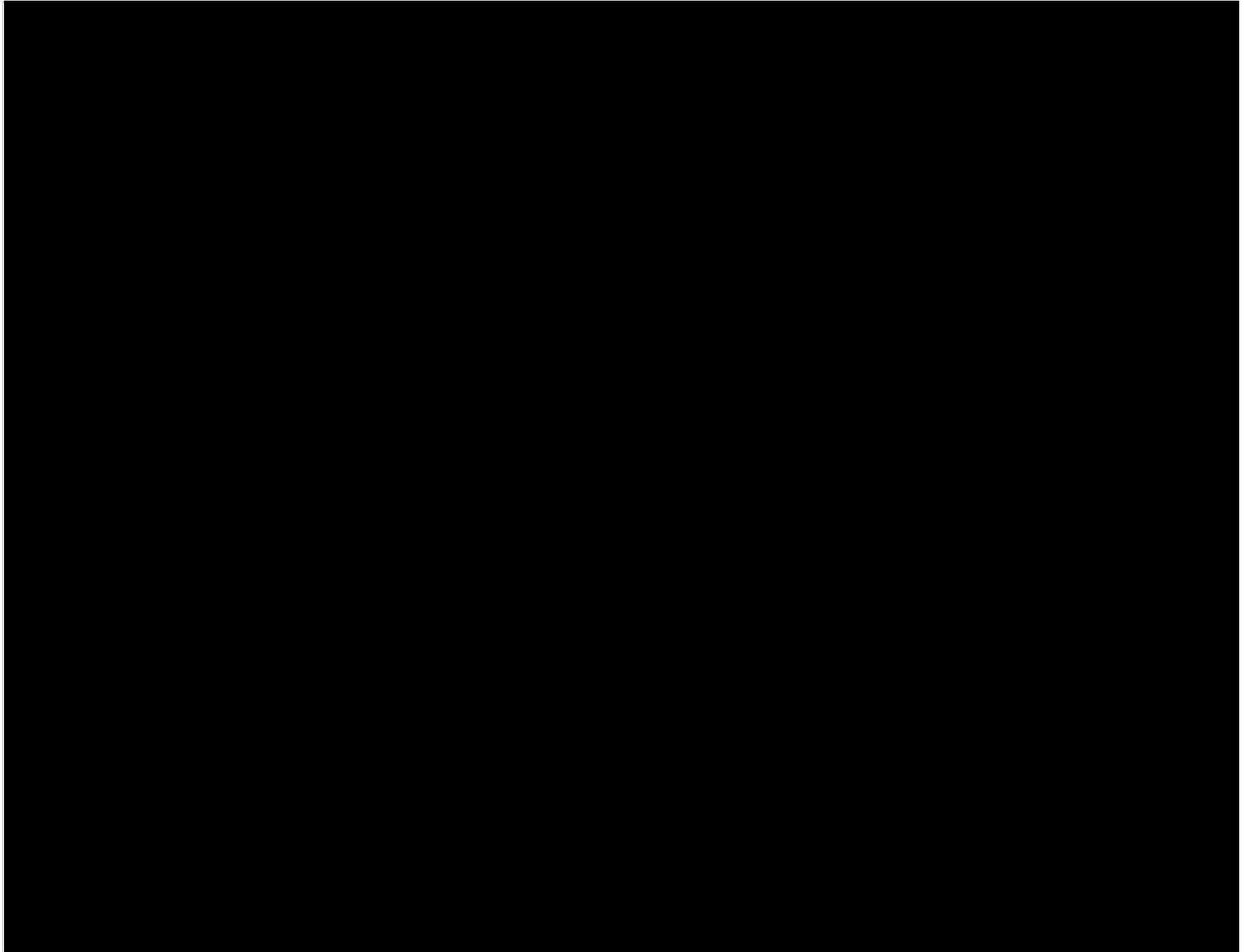
The ear can just distinguish a difference in loudness between two noise sources when there is a 3 dB(A) difference between them. Also when two sound sources of the same noise level are combined the resultant level is 3 dB(A) higher than the single source. When two sounds differ by 10 dB(A) one is said to be twice as loud as the other.

The subjective response to a noise is dependent not only upon the sound pressure level and its frequency, but also its intermittency. Various indices have been developed to try and correlate annoyances with the noise level and its fluctuations. The parameter used for this measure is Equivalent Continuous Sound Pressure Level ( $L_{Aeq}$ ). The A-weighted sound pressure level of a steady sound that has, over a given period, the same energy as the fluctuating sound under investigation. It is in effect the energy average level over the specified measurement period (T) and is the most widely used indicator for environmental noise. A few examples of noise of various levels are given right:

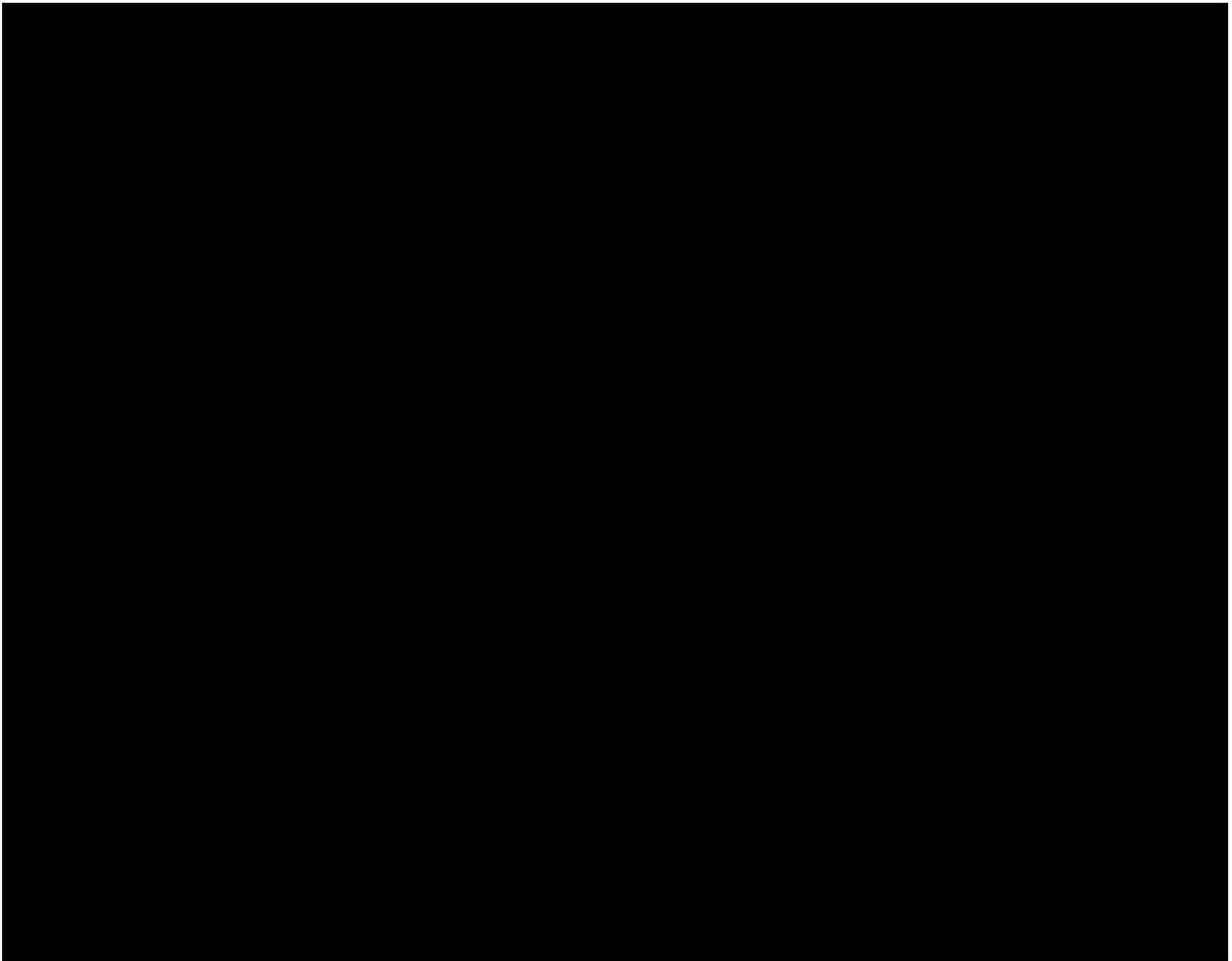


## APPENDIX B

Site Plan (Group Stage Matches)



Site Plan (Finals)





**VANGUARDIA LIMITED**

**LONDON OFFICE**

The Ministry  
79-81 Borough Road  
London SE1 1DN

**MANCHESTER OFFICE**

Jactin House  
24 Hood Street  
Manchester M4 6WX

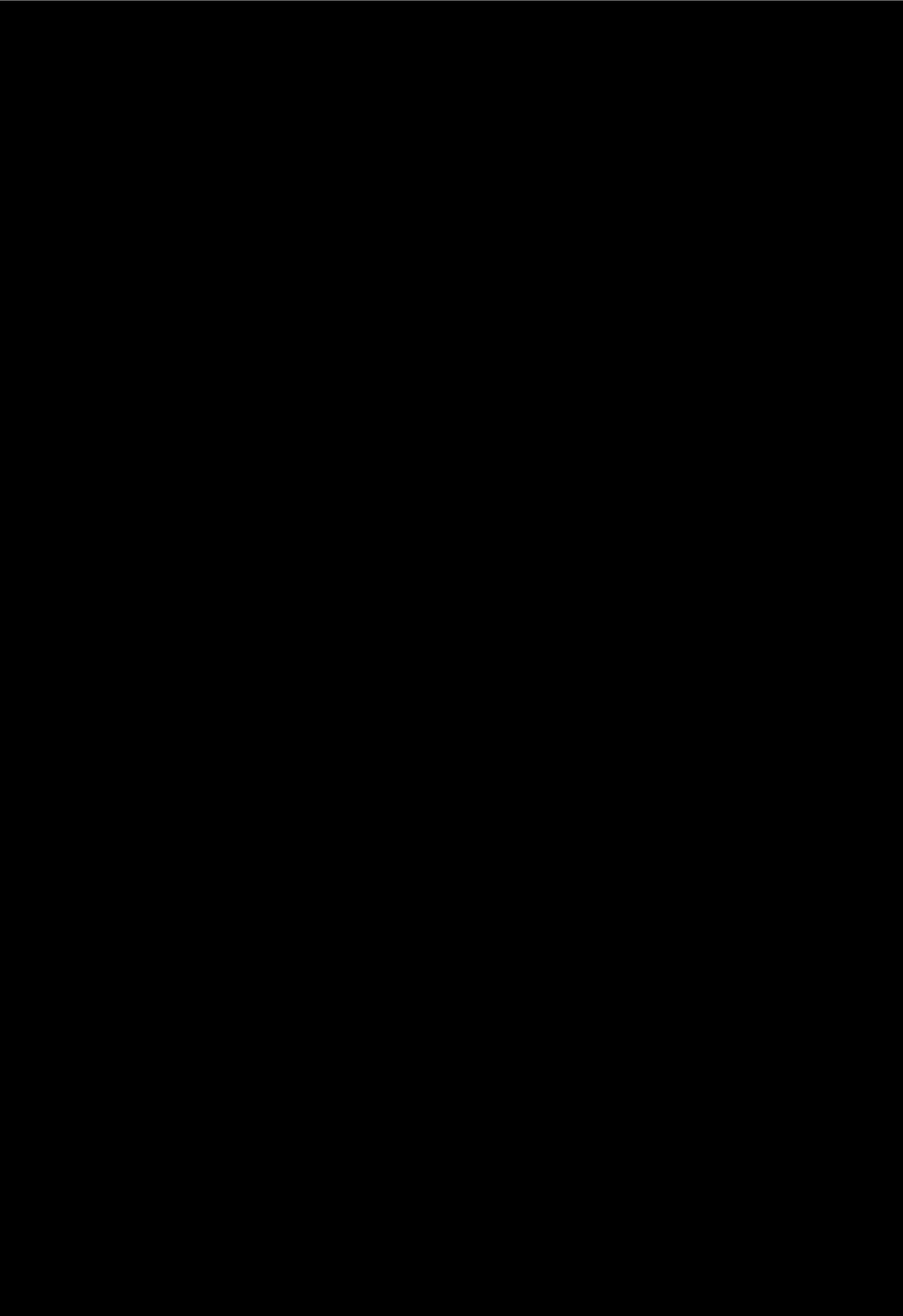
**HEAD OFFICE**

21 Station Road West, Oxted  
Surrey RH8 9EE

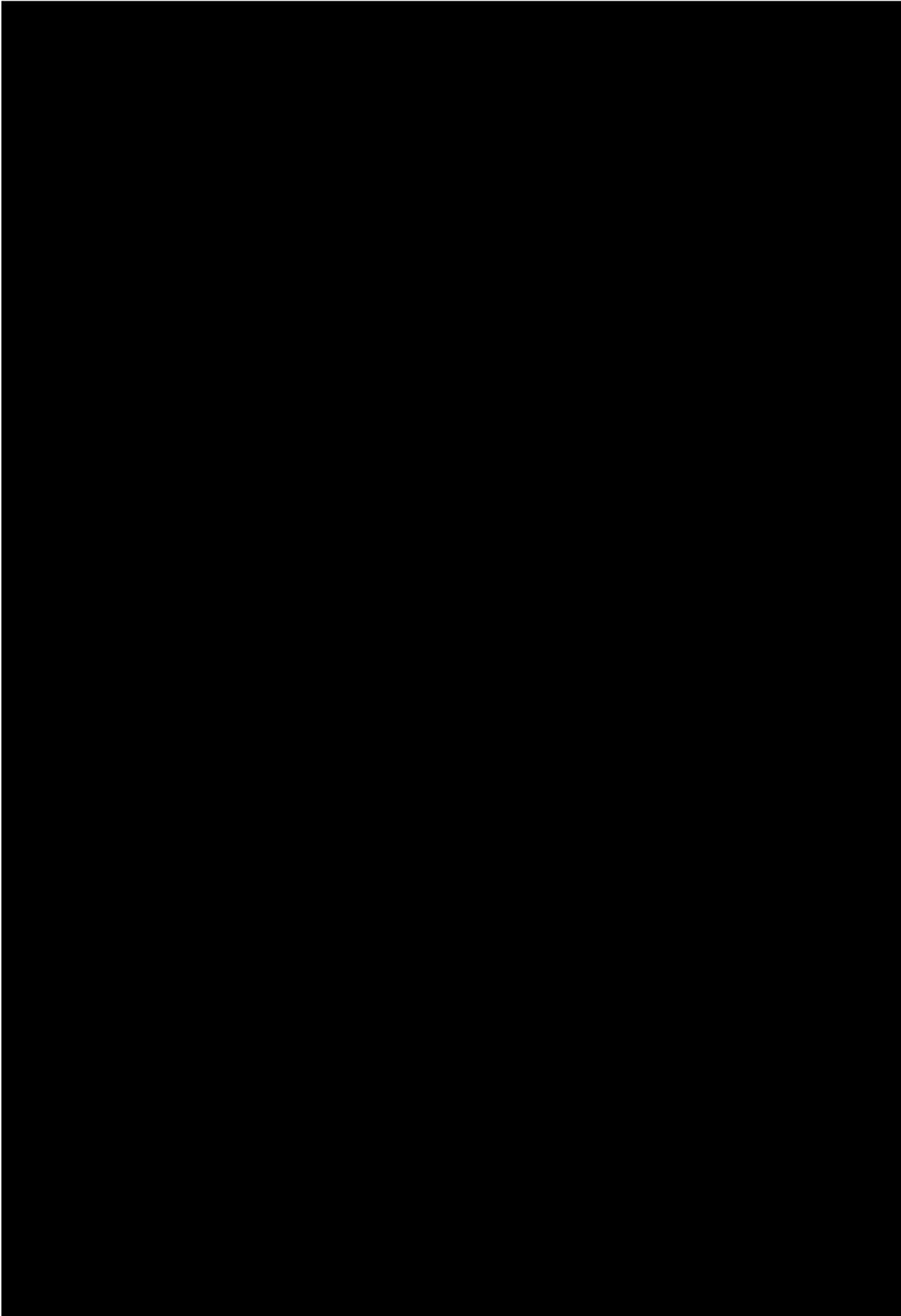
Tel +44 (0) 1883 718690

[office@vanguardia.co.uk](mailto:office@vanguardia.co.uk)  
[vanguardia.co.uk](http://vanguardia.co.uk)

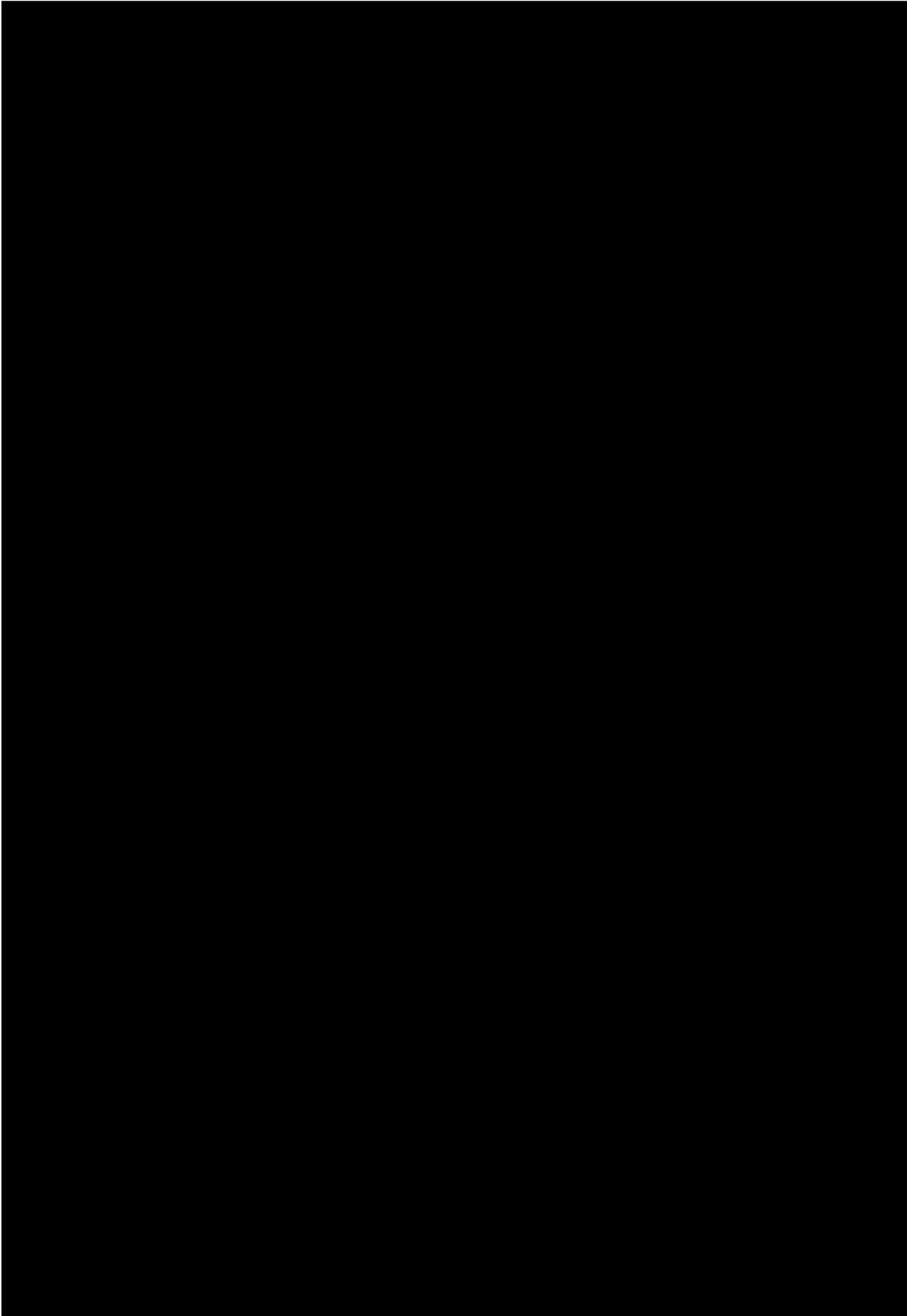
**Current proposals for match screenings prior to 21<sup>st</sup> June (Confidential)**



**Current proposals for match screenings post 21<sup>st</sup> June. This excludes matches featuring England, if they progress, and the Final (Confidential)**



**Current proposals for match screenings featuring England if they progress to the Quarter-final and Semi-final and the Final (irrespective of whether England qualify for Final or not) (Confidential)**



## Correspondence with the Objectors

**From:** [Jackaman, Kevin: WCC](#)  
**To:** [REDACTED]  
**Subject:** RE: Application ref: 21/01035/LIPN- Objection  
**Date:** 15 April 2021 13:24:00

---

Dear [REDACTED]

The applicant has requested that the following response be emailed to you.

Kind regards

Kevin.

Dear [REDACTED]

Thank you for your email of 11 April 2021 which has been passed to me by Mr Jackaman from Westminster City Council Licensing Team.

I am sorry that we have not been able to discuss your concerns either at our public consultation or by virtual meeting. However, as requested, I am writing to clarify how your concerns are being addressed.

There has been extensive planning for this event which began in August 2020. This planning is carried out on a multi-agency basis in which we present plans to the relevant authorities for their scrutiny and approval which include for example, plans to address alcohol management, CCTV, crowd management, access and egress management, noise management, security roles and deployment, crime reduction and litter and waste management.

This is how we ensure the licensing objectives are promoted and is a proven process for the organisation and delivery of events. This planning process continues with the relevant authorities until a final Event Management Plan is approved 28 days before the first event day.

If the Premises Licence is granted, it will be subject to a large number of Conditions (currently we are proposing 102 Conditions) to ensure that the events are properly organised and delivered.

In your email, you mention a number of specific concerns which I will now address:

- You refer to antisocial behaviour and alcohol/drug abuse which has taken place during lockdown.
  - a. As part of our planning, these issues have been considered with the Police and other Relevant Authorities and specific plans are being put in place to mitigate the impact of the events upon the local community. For example, in addition to the resources that were available to address the issues that you experienced during lockdown, we will have a large number of trained security employed by us on each event day and their deployment will be agreed with the Police within the Licensing, Operational and Safety Planning Group (LOSPG). This will include both onsite and offsite security deployments.
- You also express concerns about the scale and duration of the event. I will clarify the number of event days and the projected capacities which I hope will allay your

concerns.

- a. 1. There are to be a maximum of 9 days of screening of football matches. The capacity for the first 2 days of screenings will be around 800 persons per day, entrance is by ticket only.
    2. For the later screenings, the maximum audience capacity will not exceed 10,700 persons and entrance will be by ticket only.
    3. In addition to the 9 days of match screenings, we are proposing to hold 4 activation days with the attendance capped at 5,000 persons per day.
    4. All of the capacities are subject to compliance with the COVID-19 guidance/regulations which may be in place at the time.
- You also make a number of specific suggestions:
    1. Public toilets to be installed near Charing Cross Station entrances/exits.
      - a. We will ensure that an adequate number of toilets will be provided on site at all events. This should remove the need for temporary offsite toilets. However, we will take your suggestion to the next LOSPG meeting for consideration.
    2. Extra security dedicated to [REDACTED] during the whole month long event.
      - a. We have a provision for offsite patrolling by security in our plans for match screening days which we consider to be a sufficient deterrent and reactive resource. However, we will take this suggestion to the next LOSPG meeting for consideration.
    3. Extra street cleaning.
      - a. A Litter and Waste Management Plan is currently being prepared by the organisers, GLA Facilities Team and its street cleaning/waste management company, Veolia. Your suggestion will be fed into this process for consideration.
    - 4, 5 & 6.
      - a. The suggestions for funding do not fall within the remit of the licensing process and therefore it is inappropriate to consider these matters in this application.

I hope our clarifications above, together with our earlier response and the documentation submitted with the application, address your concerns but if you wish to discuss our application further, we will be happy to do so with you.

Kind regards

Rob Madeley - Project Manager, Jack Morton Worldwide  
On behalf of the Greater London Authority

Kevin Jackaman

Senior Licensing Officer  
Licensing Team  
Public Protection & Licensing Department  
Westminster City Council  
15th Floor  
64 Victoria Street  
London SW1E 6QP  
Direct Line: 07816217005  
Call Centre (for general queries): 0207 641 6500  
*Email:* [kjackaman@westminster.gov.uk](mailto:kjackaman@westminster.gov.uk)  
*Web:* [www.westminster.gov.uk](http://www.westminster.gov.uk)



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**From:** [REDACTED]  
**Sent:** 11 April 2021 14:16  
**To:** Jackaman, Kevin: WCC <kjackaman@westminster.gov.uk>; Richard Brown <licensing@westminstercab.org.uk>  
**Cc:** [REDACTED]  
**Subject:** Re: Application ref: 21/01035/LIPN- Objection

Dear Mr Jackaman,

Unfortunately, due to preexisting work commitments I am unable to take part in a virtual meeting prior to the hearing.

I would appreciate it if you please ask the applicant to put forward any additional measures that will address our concerns and present them to us in writing.

We still think that it is premature and inconsiderate of the council to be even considering such a large event, so soon, given that we have been experiencing so many issues with anti-social behaviour and alcohol/drug abuse during the lockdown, and dread the day when larger groups will be allowed to gather.

For all of the previously detailed reasons, we hope that this event, on such a massive scale and for a whole month, will not be allowed to go ahead.

If, despite our grave concerns, the event is allowed to go proceed,

we would like the applicant to consider extra measures to be put in place to protect [REDACTED] from being overrun by crime and anti-social behaviour.

We suggest:

- 1 extra public toilets to be installed away from [REDACTED] near Charing Cross Station entrances/exits
- 2 extra security is put in place dedicated specifically to [REDACTED] during the whole duration of this month-long event,
- 3 extra cleaning is put in place, twice daily, with washing and disinfecting street/pavements.
- 4 funding for mirror and lighting to be installed to prevent public urination on the corner of Whitehall and [REDACTED]
- 5 funding for a metal gate to be installed to prevent entry at night/protests
- 6 funding to green [REDACTED] and add more planting.

I would like to participate in the hearing on the 22nd of April, but would like Richard Brown from CAB (cced in this email) to represent us, the residents.

Many thanks in advance

[REDACTED]

On Thu, 8 Apr 2021 at 12:50, Jackaman, Kevin: WCC <[kjackaman@westminster.gov.uk](mailto:kjackaman@westminster.gov.uk)> wrote:

Dear [REDACTED]

Further to the above application, your comments have been forwarded to the applicant's representative and they would very much like to meet with you (virtually) to discuss your concerns.

I would be grateful if you could confirm that you would be happy to meet with the applicant. If you are happy to take part in a virtual meeting, please advise on your availability for early next week and I will make the arrangements.

I look forward to hearing from you.

Kind regards

Kevin Jackaman  
Senior Licensing Officer  
Licensing Team  
Public Protection & Licensing Department  
Westminster City Council  
15th Floor  
64 Victoria Street  
London SW1E 6QP  
Direct Line: 07816217005  
Call Centre (for general queries): 0207 641 6500  
Email: [kjackaman@westminster.gov.uk](mailto:kjackaman@westminster.gov.uk)  
Web: [www.westminster.gov.uk](http://www.westminster.gov.uk)

**From:** [Jackaman, Kevin: WCC](#)  
**To:** [REDACTED]  
**Subject:** Application ref: 21/01035/LIPN- Objection  
**Date:** 15 April 2021 13:27:00

---

Dear [REDACTED]

The applicant has requested that the following response be emailed to you.

Kind regards

Kevin.

Dear [REDACTED]

Thank you for your email of 11 March 2021 which has been passed to me by Mr Jackaman from Westminster City Council Licensing Team.

I am sorry that we have not been able to discuss your concerns either at our public consultation or by virtual meeting. However, as requested, I am writing to clarify how your concerns are being addressed.

There has been extensive planning for this Event which began in August 2020. This planning is carried out on a multi-agency basis in which we present plans to the relevant authorities for their scrutiny and approval which include for example, plans to address alcohol management, CCTV, crowd management, access and egress management, noise management, security roles and deployment, crime reduction, the protection of children and vulnerable adults, and litter and waste management.

This is how we ensure the licensing objectives are promoted and is a proven process for the organisation and delivery of events. This planning process continues with the relevant authorities until a final Event Management Plan is approved 28 days before the first event day.

If the Premises Licence is granted, it will be subject to a large number of Conditions (currently we are proposing 102 Conditions) to ensure that the events are properly organised and delivered.

In your email, you mention a number of specific concerns which I will now address:

- You refer to antisocial behaviour.
  - a. As part of our planning, these issues have been considered with the Police and other relevant authorities and specific plans are being put in place to mitigate the impact of the events upon the local community. For example, in addition to the resources that were available to address the issues that you experienced during lockdown, we will have a large number of trained security employed by us on each event day and their deployment will be agreed with the Police within the Licensing, Operational and Safety Planning Group (LOSPG). This will include both onsite and offsite security deployments.
  
- You express concerns about the maximum capacity of the event and the duration. I will clarify the number of event days and the projected capacities which I hope will allay your concerns.
  - a. 1. There are to be a maximum of 9 days of screening of football matches. The capacity for the first 2 days of screenings will be around 800 persons per day, entrance is by ticket only.
  
  - 2. For the later screenings, the maximum audience capacity will not exceed 10,700 persons and entrance will be by ticket only.

3. In addition to the 9 days of match screenings, we are proposing to hold 4 activation days with the attendance capped at 5,000 persons per day.

4. All of the capacities are subject to compliance with the COVID-19 Guidance/Regulations which may be in place at the time.

- You also express concerns about litter.
  - a. A Litter and Waste Management Plan is currently being prepared by the organisers, GLA Facilities Management and its street cleaning/waste management company, Veolia.

I hope our clarifications above, alongside the documentation submitted with the application, address your concerns but if you wish to discuss our application further, we will be happy to do so with you.

Kind regards,

Rob Madeley - Project Manager, Jack Morton Worldwide

On behalf of the Greater London Authority

Kevin Jackaman  
Senior Licensing Officer  
Licensing Team  
Public Protection & Licensing Department  
Westminster City Council  
15th Floor  
64 Victoria Street  
London SW1E 6QP  
Direct Line: 07816217005  
Call Centre (for general queries): 0207 641 6500  
Email: [kjackaman@westminster.gov.uk](mailto:kjackaman@westminster.gov.uk)  
Web: [www.westminster.gov.uk](http://www.westminster.gov.uk)



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**Premises History****Appendix 3**

<b>Application</b>	<b>Details of Application</b>	<b>Date Determined</b>	<b>Decision</b>
19/10315/LIPN	Time limited premises licence until 9 January 2022. Permits licensable activities from November to January each year	03.10.2019	Granted under delegated authority
20/10863/PREAPM	Request for Pre application advice	17.12.2020	N/A

<b>Temporary Event Notices</b>	<b>Date of Event</b>	<b>Activities/Hours</b>	<b>Decision</b>
19/16024/LITENN	07.12.2019 – 08.12.2019	Regulated entertainment and late night refreshment– 17:00 to 06:30	Event permitted
19/16126/LITENP	07.12.2019 – 08.12.2019	Late night refreshment– 23:00 to 02:00	Event permitted

**There is no appeal history**

## **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 necessary for the promotion of the licensing objectives.

This schedule lists those conditions which are consistent with the operating schedule, or proposed as necessary 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

### **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 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.

9. 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.

10. 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.

**Conditions consistent with the operating schedule and agreed following consultation with the Metropolitan Police**

11. Licensable activities shall be restricted to the period of the UEFA EURO 2020 Men's Tournament or such other period as the Licensing Authority may approve in its discretion. The licensable activities shall take place in conjunction with:-
  - i) a maximum of 9 days of screenings of matches;
  - ii) a maximum of 4 days for the activation site;
  - iii) a victory day parade
12. The Licensing, Operational and Safety Planning Group (LOSPG) shall be chaired by a representative of the City Council's City Promotions, Events and Filming Team.
13. Membership of the Licensing, Operational and Safety Planning Group (LOSPG) shall normally consist of invited representatives of the designated event organiser, the Metropolitan Police Service, Officers of the Council, the Environmental Health Consultation Team, London Ambulance Service, London Fire Brigade, Transport for London and any other appropriate and specialist advisor as required by the chairman of the LOSPG to achieve 'no objection' and to meet the licensing objectives of the Licensing Act.
14. The use of this licence shall be agreed through the Licensing, Operational and Safety Planning Group (LOSPG) process.
15. Licensable activities on match screening days shall be contained to Trafalgar Square, the North Terrace, Pall Mall East and Morley's Hill.
16. The activation days shall be contained to Trafalgar Square and the North Terrace only.
17. The Premises Licence Holder shall present the draft Event Management Plan to members of LOSPG at least 3 months before the first event day. The Event Management Plan shall include as a minimum:-
  - Covid-19 Statement (included in EMP);
  - Access Management Plan;
  - Adverse Weather Plan;
  - Alcohol Management Plan;
  - Cancellation Procedure;
  - CCTV Plan
  - Communications Plan;
  - Child & Vulnerable Adults Policy;
  - Crowd Management Plan (including Security and Stewarding Plan);
  - Egress Management Plan (included in EMP);
  - Emergency Evacuation procedures (included in EMP);
  - Event Control Statement of Intent;
  - Event Medical Plan;
  - Event Safety Plan including Risk Assessment;
  - Fire Safety Management Plan;
  - Ingress Management Plan (included in EMP);
  - Lighting Plan (included in EMP);
  - Noise Management Plan;
  - Public Liability Insurance;
  - Security and Crime Reduction Plan;

- Site Plans;
  - Sustainability Statement (included in EMP);
  - Terms and Conditions of Entry;
  - Trader Food Management Plan;
  - Transport Assessment (included in EMP);
  - Waste Management Plan (included in EMP).
18. Unless otherwise agreed, no later than 28 days prior to the first event day the Premises Licence holder must ensure the final Event Management Plan is presented to the members of the LOSPG for their comments.
  19. So far as is reasonably practicable the Premises Licence Holder shall ensure that the event is run in accordance with the Event Management Plan.
  20. The Premises Licence Holder shall comply with all reasonable requirements of Westminster City Council, Westminster Police Licensing Team, Westminster City Council's Environmental Health Consultation Team, Westminster City Council's City Promotions, Events and Filming Team, the London Fire Brigade and the Metropolitan Police Service.
  21. The licensable activity authorised by this licence and provided at the premises shall be ancillary to the main functions of a Fan Zone for the UEFA EURO 2020 Football Tournament and activities taking place on activation days and shall be run in compliance with the Event Management Plan agreed by the LOSPG.
  22. If required by LOSPG, the Premises Licence Holder shall arrange an event debrief after each event day at a time agreed with LOSPG.
  23. The Premises Licence Holder shall hold meetings with Westminster City Council and the Metropolitan Police Service to plan measures for the prevention of crime and disorder.
  24. The Premises Licence Holder shall carry out a crowd flow analysis to make an assessment of the likely impact of the events at the premises and the surrounding area of the access and egress to the event by customers.
  25. A suitable and sufficient crowd management plan will be provided within the Event Management Plan.
  26. The Premises Licence Holder shall produce a security stewarding plan which will detail the qualification, training and deployment of SIA security and stewards. The positioning of staff will be based on a risk assessment process.
  27. All security staff employed at the premises will be accredited by and registered with the Security Industry Authority.
  28. The security and stewarding plan will specify numbers of staff, their roles and emergency procedures.
  29. All security staff will be identifiable in uniform and will display their name badges by way of a reflective armband or lanyard.
  30. A register will be kept of all security staff working at the premises on each occasion that the premises are open. This register will contain the following information:-
    - day and time of entry;
    - time that the member of security staff starts and finishes work;
    - full name;
    - SIA registration number.

31. Security will screen customers on the entry points to the events and exercise the right to refuse entry to any unauthorised or disorderly persons.
32. External security teams will patrol the event perimeter and security response teams will operate in the immediate area around the site.
33. Event security will constantly monitor customers behaviour and will take appropriate action to assist with the prevent of crime and disorder within the site.
34. The Premises Licence Holder will work with the Metropolitan Police Service to develop and implement an appropriate policing plan for the events in conjunction with the EMP.
35. On match screenings days licensable activities in the event space shall only be provided to persons who are ticket holders for that event. There shall be no re-entry to the site.
36. On match screening days the advertised last entry time into the event for ticket holders shall be not less than 30 minutes before the kick-off time for England and Wembley fixtures.
37. On match screenings days the supply of alcohol from the bars shall begin no earlier than 3 hours before the start of the Wembley or England matches.
38. On match screening days the supply of alcohol from the bars shall cease no later than 15 minutes after the start of the second half of the Wembley or England matches. Where consecutive matches are screened the bars shall be permitted to supply alcohol from the kick-off of the subsequent match and the supply of alcohol shall cease no later than 15 minutes after the start of the second half of that match. The closing times of bars will be prominently displayed on bar signage.
39. On any day that a football match is being screened, Hawkers will only be permitted to sell alcohol for a time period of 15 minutes before the end of the scheduled first half until 15 minutes into the second half of any screened fixture. Hawkers will be positioned in static points as per the site plan for the event and be protected by a physical barrier.
40. On activation days the bars shall only operate between 11:00 and 22:00 hours and the sale of alcohol shall be ancillary to the activities taking place. A schedule of bar operating times shall be included in the Alcohol Management Plan.
41. On the Victory Day Parade licensable activities shall only take place between 10:00-15:00 hours.
42. The bars shall close immediately on the direction of the senior police officer engaged on the event. In the event of disorder or injury to any person due to the presence of plastic bottles or cans, the senior police officer present can direct the immediate cessation of alcohol served in plastic bottles or cans whilst the risk is still present.
43. There shall be no alcohol allowed to be brought onto site by members of the public.
44. No alcohol shall be allowed to be taken off site by members of the public.
45. 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. If the person seeking alcohol is unable to produce an acceptable form of identification no sale or supply of alcohol shall be made to or for that person.

46. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection on site by the police or an authorised officer of the City Council at all times whilst the premises is open.
47. A personal licence holder shall be on duty at each bar at all times it is open.
48. All staff involved in the sale or supply of alcohol shall be trained in the responsible sale of alcohol. The Designated Premises Supervisor and the Personal Licence Holders on duty at each bar shall in addition have ACT-E and WAVE training. The training log will be made available for inspection by the Police and licensing authority.
49. Posters will be displayed on site in the bar area and point of sale, which refer to the challenge 25 policy and to advise that suitable proof of age will be required for the purposes of the supply of alcohol..
50. The organisers will employ sufficient staff to manage queuing in the bar areas.
51. The Premises Licence Holder shall install a comprehensive CCTV system on site in accordance with the CCTV Plan agreed with LOSPG which will be provided within the Event Management Plan. All entrances to the premises will 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. 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 is open to the public. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the minimum of delay when requested. All recordings shall be stored for a minimum period of 31 days with date and time stamping, and recordings should be made available upon the request of Police or authorised officer as soon as reasonable practicable throughout the entire 31 day period.
52. A zero tolerance to illegal drugs shall be operated. The Premises Licence Holder shall put in place a written policy to prevent the use or possession of illegal substances and prohibited items at the events which will be written in cooperation with the Metropolitan Police Service. Clear signage at the entrance to the site will list all prohibited items.
53. A written search policy will be in place and security staff will be briefed on the provisions of such policy to be aware of their responsibilities and actions required by that policy. Such policy will include the procedure for searching prior to entry of customers to the site which will include randomised body searches by hand or using hand held metal detectors on the entry points to the events. Any customer refusing to permit to the search procedure will be refused entry to the site. Any queues formed at the entry to the site shall be supervised by security staff to prevent disorder and anti-social behaviour.
54. An incident log shall be kept on site, and made available on request to an authorised officer of the City Council or the Police. It must be completed within 24 hours of the incident and will record the following:
  - i. all crimes reported to the venue
  - ii. all ejections of patrons
  - iii. any complaints received concerning crime and disorder
  - iv. any incidents of disorder
  - v. all seizures of drugs , offensive weapons and prohibited items
  - vi. any refusal of the sale of alcohol
  - vii. any formal visit by a relevant authority or emergency service.

55. On Match Screening Days access to the site will be by ticket only and an auditable system shall be used to record the number of customers within the site.
56. On match screening days the number of persons accommodated in the Trafalgar Square, the North Terrace area, Pall Mall East and Morley's Hill shall not exceed 12,500 persons (excluding staff, performers and media).
57. On site activation days the number of persons accommodated in the Trafalgar Square and North Terrace area (excluding staff and performers) shall not exceed 5000.
58. The DPS shall be on site during operational hours.
59. All staff engaged outside the entrance to the site, or supervising or controlling queues, shall wear high visibility jackets or vests.
60. No drinks shall be served in glass containers at any time.
61. Substantial food and non-intoxicating beverages, including drinking water, shall be available where designated on the site plan.
62. Any special effects or mechanical installations shall be arranged, operated and stored so as to minimise any risk to the safety of those using the site. 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.
  - dry ice and cryogenic fog
  - smoke machines and fog generators
  - pyrotechnics including fireworks
  - firearms
  - lasers
  - explosives and highly flammable substances.
  - real flame.
  - strobe lighting.
63. No person shall give on the site any exhibition, demonstration or performance of hypnotism, mesmerism or any similar act or process which produces or is intended to produce in any other person any form of induced sleep or trance in which susceptibility of the mind of that person to suggestion or direction is increased or intended to be increased. NOTE: (1) This rule does not apply to exhibitions given under the provisions of Section 2(1A) and 5 of the Hypnotism Act 1952.
64. The contingency arrangement for emergency evacuation is detailed in the Event Management Plan and will be implemented should this be necessary.
65. The approved arrangements at the site, including means of escape provisions, emergency warning equipment, the electrical installation and mechanical equipment, shall at all material times be maintained in good condition and full working order.
66. The means of escape provided for the site shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided.
67. All emergency exit doors shall be available at all material times without the use of a key, code, card or similar means.
68. Emergency exits and entrances to the event area must be kept clear at all times and must be provided with clearly visible signage.

69. All parts of the site 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 contained in the Event Management Plan.
70. The edges of the treads of steps and stairways shall be maintained so as to be conspicuous.
71. Curtains and hangings shall be arranged so as not to obstruct emergency safety signs or emergency equipment.
72. All fabrics, curtains, drapes and similar features including materials used in finishing and furnishing shall be either non-combustible or be durably or inherently flame-retarded fabric. Any fabrics used in escape routes, entertainment areas, shall be non-combustible.
73. 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 an authorised officer of Westminster City Council, The London Fire Brigade.
74. 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.
75. The certificates listed below shall be submitted to the licensing authority upon written request:
  - Any permanent or temporary emergency lighting battery or system
  - Any permanent or temporary electrical installation
  - Any permanent or temporary emergency warning system
76. Electrical generators, where used, must be:
  - Suitably located clear of buildings, marquees and structures, and free from flammable materials;
  - Enclosed to prevent unauthorised access;
  - Able to provide power for the duration of the event;
  - Backed up electrical generators are to be provided to power essential communications, lighting and safety systems in the event of primary generator failure.
77. An agreed level of emergency first aid will be on site throughout the event. The levels will be determined by a medical risk assessment and will form part of the Event Management Plan.
78. The Children and Vulnerable Adults Policy will include details of the welfare provision for the support of children and vulnerable adults. All welfare staff will be appropriately trained and certified.
79. The premises Licence holder will provide a minimum of 1 welfare officer (DBS Checked) per 2,000 customers. Welfare officers will readily identifiable to attendees and who's primary duties will be contained within the EMP Children and Vulnerable Adults policy.
80. The Premises Licence Holder shall carry out the sanitary provision analysis using the event safety guide as the basis for determining the sanitation facilities required. The minimum number of facilities will be included in the Event Management Plan together with details of the maintenance and servicing of sanitary accommodation.

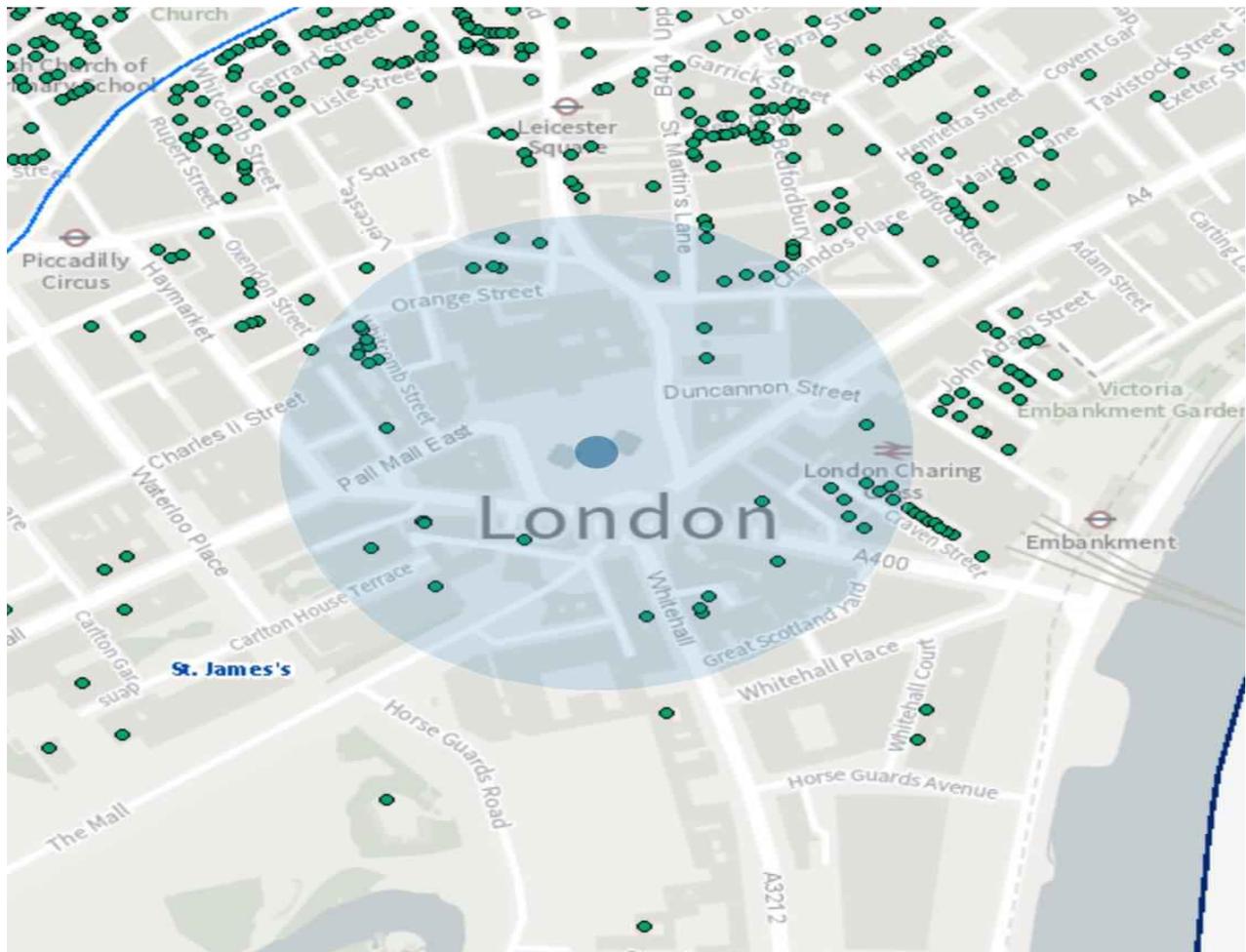
81. Details of all marquees, tented structures and temporary structures should be provided including emergency exits and signage, fire warning and fire fighting equipment.
82. Full structural design details and calculations of all and any structures to be erected within the licensed area must be submitted to the Westminster City Council Building Control. A certificate from a competent person or engineer that a completed structure has been 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.
83. 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.
84. 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.
85. No licensable activities shall take place at the site until the licensing authority are satisfied that the site is constructed or altered in accordance with the appropriate provisions of the District Surveyor's Association - Technical Standards for Places of Entertainment and the reasonable requirements of Westminster Environmental Health Consultation Team, at which time this condition shall be removed from the licence by the licensing authority.
86. Before the site opens to the public under the licence, the plans as deposited will be checked by the Environmental Health Consultation Team to ensure they are an accurate reflection of the work carried out. Where minor layout changes have occurred during the course of construction new plans shall be provided to the Environmental Health Consultation Team and the Licensing Authority
87. The Premises Licence Holder shall provide an adverse weather plan which will be included in the Event Management Plan.
88. The Event Management Plan shall contain a Covid-19 statement that will be regularly updated to contain the latest Government guidance and advice.
89. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.
90. No waste or recyclable materials, including bottles, shall be moved, removed from the site between 23.00 hours and 07.00 hours on the following day.
91. No deliveries to the site shall take place between 23.00 and 07.00 on the following day.
92. A minimum of 28 days prior to the event a Noise Management Plan to promote the prevention of public nuisance shall be provided to Westminster City Council's Environmental Health Consultation Team for approval. The Noise Management Plan shall state the maximum permitted music noise level applicable at the nearest noise sensitive premises. Once approved in writing it shall be implemented by the Premises Licence Holder.

93. For licensable events when the stage is facing north the Music Noise Level shall not exceed 79dB LAeq (5 minutes) one metre from the nearest affected façade.
94. The Licensee will take all reasonable steps to ensure that amplified music will not cause a nuisance.
95. Residential properties and the relevant amenity group(s) in the immediate vicinity of the Square will be contacted as soon as reasonably practicable (and in any event no later than 28 days) prior to the first Event advising them of the times of the Events and any sound check or rehearsal times and giving them a telephone number to contact in the event that they have any complaints.
96. Rehearsals shall be limited from 09:00 hours to 18:00 hours.
97. There shall be no publicity of rehearsals.
98. There shall be no noise audible at the nearest noise sensitive premises from any construction or similar works in association with the set up and dismantling of the site, outside the hours of:  
08:00 - 18:00 Monday -Saturday  
08:00 - 13:00 Sunday
99. Any generators, refrigerators or other machinery running overnight will be silenced, screened or sited so as not to be audible outside the boundary of the site.
100. Flashing or particularly bright lights on or outside the site shall not cause a nuisance to nearby properties (save insofar as they are necessary for the prevention of crime).
101. No fumes, steam or odours shall be emitted from the site so as to cause a nuisance to any persons living or carrying on business in the area where the premises are situated.
102. The Premises Licence Holder shall provide a Litter and Waste Management Plan in conjunction with Westminster City Council. This Plan will include the site and an area in the immediate external perimeter of the site as agreed with Westminster City Council.
103. 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 events.
104. The Premises Licence Holder shall put in place plans agreed with the Metropolitan Police Service and LOSPG as are necessary to control and ingress and egress of customers attending the events and to ensure the effective dispersal of attendees after the events. This plan will be developed to prevent and respond to anti-social behaviour caused by customers to the events.
105. The Premises Licence Holder shall produce and agree a transport assessment in conjunction with LOSPG. Promotional literature and web pages will give prominence to information regarding the use of public transport.
106. The Premises Licence Holder will produce and implement a child or vulnerable persons policy which will include provision for children or vulnerable persons found or reported missing.
107. The Premises Licence Holder will appoint one person as responsible for safeguarding on site to coordinate safeguarding measures.

108. A welfare area will be provided to coordinate all welfare safeguarding and information activities.
109. Children's toilets and changing facilities will be available within the site.
110. The challenge 25 policy will be rigorously enforced.
111. Age restricted films will not be shown in the presence of children.
112. Children under the age of 18 will not be admitted unless accompanied by a responsible adult.

**Conditions proposed by the Environmental Health**

None



Resident Count:376

Licensed premises within 250m of Trafalgar Square, London, WC2				
Licence Number	Trading Name	Address	Premises Type	Time Period
19/10315/LIPN	Not Recorded	Open Space At Trafalgar Square London WC2N 5DS	Markets (other than livestock)	Monday to Sunday; 10:00 - 22:00
17/04873/LIPDPS	Cafe On The Square	Cafe On The Square Trafalgar Square London WC2N 5DS	Restaurant	Monday to Sunday; 08:00 - 20:00
16/04533/LIPDPS	The Patron's Lunch 2016	The Mall London	Park / Open Space	Sunday; 09:00 - 19:00
20/11420/LIPCH	The Admiralty	66 Trafalgar Square London WC2N 5DS	Public house or pub restaurant	Sunday; 07:00 - 00:00   Monday to Saturday; 07:00 - 01:00
20/01778/LIPN	Not Recorded	Basement And Ground Floor	Shop	Monday to Sunday;

		Grand Buildings Trafalgar Square London WC2N 5EL		08:00 - 23:30
20/02594/LIPDPS	Tortilla	460 Strand London WC2R 0RG	Restaurant	Sunday; 12:00 - 22:30   Monday to Thursday; 10:00 - 23:30   Friday to Saturday; 10:00 - 00:00
20/06644/LIPDPS	The Trafalgar Hotel	2 Spring Gardens London SW1A 2TS	Hotel, 4+ star or major chain	Monday to Sunday; 00:00 - 00:00
20/10540/LIPCH	Halfway II Heaven	7 Duncannon Street London WC2N 4JF	Wine bar	Sunday; 10:00 - 23:30   Monday to Thursday; 10:00 - 01:30   Friday to Saturday; 10:00 - 03:30
15/05720/LIPDPS	Caffe Concerto	Ground Floor 4-5 Northumberland Avenue London WC2N 5BW	Cafe	Monday to Sunday; 07:00 - 23:30
21/00127/LIPDPS	Tesco Express (03482)	1-4 Charing Cross London SW1A 2DR	Shop	Monday to Sunday; 08:00 - 05:00
18/15834/LIPDPS	Garfunkels	3 Northumberland Avenue London WC2N 5BW	Restaurant	Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30
17/06395/LIPDPS	Co-Operative The Strand	Basement To Ground And Mezzanine Floor 456-459 Strand London WC2R 0RG	Shop (large)	Monday to Sunday; 00:00 - 00:00
17/04868/LIPDPS	Trafalgar Square	Concession 3 Trafalgar Square London WC2N 5DN	Park / Open Space	Monday to Sunday; 00:00 - 00:00

18/15530/LIPDPS	The National Gallery	Concession 3 Trafalgar Square London WC2N 5DN	Museums & Art Galleries	Monday; 00:00 - XXXX   Tuesday; 00:00 - XXXX   Wednesday; 00:00 - XXXX   Thursday; 00:00 - XXXX   Friday; 00:00 - XXXX   Saturday; 00:00 - XXXX   Sunday; 00:00 - XXXX
17/08394/LIPDPS	Drummonds	49 Charing Cross London SW1A 2DX	Banks and Building Societies	Monday to Sunday; 00:00 - 00:00
14/06395/LIPDPS	Courtyard Market	St Martin-In-The- Fields Church St Martin's Place London WC2N 4JJ	Markets (other than livestock)	Sunday; 12:00 - 23:00   Monday to Saturday; 09:00 - 03:00
19/16400/LIPV	Not Recorded	Grand Buildings 1 - 3 Strand London WC2N 5HE	Restaurant	Monday; 07:00 - 00:30   Tuesday; 07:00 - 00:30   Wednesday; 07:00 - 00:30   Thursday; 07:00 - 02:30   Friday; 07:00 - 02:30   Saturday; 07:00 - 02:30   Sunday; 08:00 - 00:00
21/01531/LIPT	PREZZO RESTAURANT	Basement And Ground Floor Unit D Grand Buildings Northumberland Avenue London WC2N 5HR	Not Recorded	Sunday; 12:00 - 23:30   Monday to Saturday; 12:00 - 00:00
20/07522/LIPT	PizzaExpress	450 - 452 Strand London WC2R 0RG	Restaurant	Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30
20/04412/LIPT	Garfunkels	25 Cockspur Street London SW1Y 5BN	Restaurant	Monday to Sunday; 10:00 - 00:30

18/08742/LIPDPS	Walkers Of Whitehall	Basement And Ground Floor 15 Whitehall London SW1A 2DD	Pub or pub restaurant with lodge	Sunday; 10:00 - 00:00   Sunday; 10:00 - 22:30   Monday to Thursday; 10:00 - 23:30   Monday to Saturday; 10:00 - 01:00   Friday to Saturday; 10:00 - 00:00   Sundays before Bank Holidays; 10:00 - 00:00
20/06177/LIPDPS	Thai Square	Ground Floor Norway House 21 - 24 Cockspur Street London SW1Y 5BN	Restaurant	Sunday; 10:00 - 01:00   Monday to Saturday; 10:00 - 01:30
19/17148/LIPCH	Thai Square Club	Basement Norway House 21 - 24 Cockspur Street London SW1Y 5BN	Night clubs and discos	Sunday; 10:00 - 03:00   Monday to Saturday; 10:00 - 03:30
20/09779/LIPV	Trafalgar Theatre	Whitehall Theatre 14 Whitehall London SW1A 2DY	Theatre	Monday; 09:00 - 02:30   Tuesday; 09:00 - 02:30   Wednesday; 09:00 - 02:30   Thursday; 09:00 - 02:30   Friday; 09:00 - 02:30   Saturday; 09:00 - 02:30   Sunday; 09:00 - 02:30
19/06716/LIPDPS	National Portrait Gallery	National Portrait Gallery 2 St Martin's Place London WC2H 0HE	Museums & Art Galleries	Monday to Sunday; 08:00 - 01:00
20/09246/LIPDPS	Not Recorded	20 Cockspur Street London SW1Y 5BL	Office	Monday to Sunday; 00:00 - 00:00

14/09447/LIPN	Two Chairmen Public House	1 Warwick House Street London SW1Y 5AT	Public house or pub restaurant	Sunday; 09:00 - 23:00   Monday to Thursday; 09:00 - 00:00   Friday to Saturday; 09:00 - 00:30
10/09129/LIPRW	Two Chairmen Public House	1 Warwick House Street London SW1Y 5AT	Public house or pub restaurant	Sunday; 09:00 - 23:00   Monday to Thursday; 09:00 - 23:30   Friday to Saturday; 09:00 - 00:30
20/11542/LIPDPS	Bisushima	7 - 8 St Martin's Place London WC2N 4HA	Hotel, 4+ star or major chain	Monday; 08:00 - 01:00   Tuesday; 08:00 - 01:00   Wednesday; 08:00 - 01:00   Thursday; 08:00 - 01:00   Friday; 08:00 - 01:00   Saturday; 08:00 - 01:00   Sunday; 08:00 - 01:00
20/08789/LIPDPS	Page 8	7 - 8 St Martin's Place London WC2N 4HA	Not Recorded	Sunday; 08:00 - 23:00   Monday to Thursday; 08:00 - 00:00   Monday to Sunday; 00:00 - 00:00   Friday to Saturday; 08:00 - 00:30
20/06858/LIPT	The Lord Moon Of The Mall	Ground 16 - 18 Whitehall London SW1A 2DY	Pub or pub restaurant with lodge	Sunday; 07:00 - 23:30   Monday to Thursday; 07:00 - 00:00   Friday to Saturday; 07:00 - 00:30
18/02007/LIPDPS	The Silver Cross Public House	33 Whitehall London SW1A 2BX	Public house or pub restaurant	Sunday; 07:00 - 00:00   Monday to Saturday; 07:00 - 00:30

11/10858/LIPDPS	Eat Tokyo	15 Whitcomb Street London WC2H 7HA	Wine bar	Sunday; 12:00 - 22:30   Monday to Saturday; 10:00 - 23:00
19/05295/LIPV	50 Kalo Di Ciro Salvo	7 Northumberland Avenue London WC2N 5BY	Restaurant	Friday to Saturday; 10:00 - 00:30   Sunday to Thursday; 10:00 - 00:00
18/07969/LIPN	Not Recorded	Concession - Basement And Ground Floor 8 Northumberland Avenue London WC2N 5BY	Wine bar	Monday to Sunday; 07:00 - 02:30
20/03388/LIPV	Not Recorded	Concession - Basement And Ground Floor 8 Northumberland Avenue London WC2N 5BY	Wine bar	Monday; 07:00 - 02:30   Tuesday; 07:00 - 02:30   Wednesday; 07:00 - 02:30   Thursday; 07:00 - 02:30   Friday; 07:00 - 02:30   Saturday; 07:00 - 02:30   Sunday; 07:00 - 02:30
11/07189/LIPV	Basement & Ground Floors	8 Northumberland Avenue London WC2N 5BW	Hotel, 4+ star or major chain	Monday to Sunday; 07:00 - 02:30
07/04070/WCCMAP	Club Quarters, Trafalgar Square	8 Northumberland Avenue London WC2N 5BW	Hotel, 4+ star or major chain	Monday to Sunday; 00:00 - 00:00
19/02661/LIPCH	Old Shades	Old Shades 37 Whitehall London SW1A 2BX	Pub or pub restaurant with lodge	Sunday; 10:00 - 23:30   Monday to Saturday; 10:00 - 00:30
17/04271/LIPN	Subway	3 Adelaide Street London WC2N 4HZ	Takeaway food outlet	Monday to Sunday; 00:00 - 00:00
21/01335/LIPT	Prezzo	Ground 10 St Martin's Place London WC2N 4JL	Wine bar	Sunday; 09:00 - 23:00   Monday to Saturday; 09:00 - 02:30
15/05721/LIPDPS	Caffe Concerto	43 Whitehall London SW1A 2BX	Restaurant	Monday to Sunday; 12:00 - 00:00

20/10278/LIPDPS	Thistle Trafalgar Square, The Royal Trafalgar	Royal Trafalgar Thistle Hotel Whitcomb Street London WC2H 7HG	Hotel, 4+ star or major chain	Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30
20/03372/LIDPSR	Arboretum Lounge	Cavell House 2A Charing Cross Road London WC2H 0NN	Miscellaneous	Sunday; 08:00 - 23:30   Monday to Thursday; 08:00 - 00:00   Friday to Saturday; 08:00 - 00:30
17/06985/LIPVM	Cheers One	Ground Floor 19 Whitcomb Street London WC2H 7HA	Shop	Sunday; 10:00 - 22:30   Monday to Saturday; 08:00 - 23:00
19/00057/LIPT	Mint Leaf	9 Suffolk Place London SW1Y 4HX	Office	Sunday; 12:00 - 01:00   Monday to Saturday; 10:00 - 01:30
18/02595/LIPT	The Chandos Public House	29 St Martin's Lane London WC2N 4ER	Pub or pub restaurant with lodge	Sunday; 12:00 - 23:00   Monday to Saturday; 10:00 - 23:30
20/07148/LIPN	Steak Co	Basement Part And Ground Floor 11-13 Irving Street London WC2H 7AU	Restaurant	Sunday; 10:00 - 00:00   Monday to Saturday; 10:00 - 00:30
19/03919/LIPVM	The Halal Guys	Basement And Ground Floor 14- 15 Irving Street London WC2H 7AU	Restaurant	Monday; 10:00 - 23:30   Tuesday; 10:00 - 23:30   Wednesday; 10:00 - 23:30   Thursday; 10:00 - 23:30   Friday; 10:00 - 23:30   Saturday; 10:00 - 23:30   Sunday; 10:00 - 23:00
19/00179/LIPT	The Halal Guys	Basement And Ground Floor 14- 15 Irving Street London WC2H 7AU	Restaurant	Sunday; 23:30 - 23:00   Monday to Saturday; 10:00 - 23:30

20/09016/LIPT	Wagamama	14A Irving Street London WC2H 7AF	Restaurant	Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30
14/07329/LIPDPS	Salt N Pepper Grill	32 Orange Street London WC2H 7HQ	Restaurant	Sunday; 12:00 - 23:00   Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30   Monday to Saturday; 10:00 - 23:30
16/03895/LIPDPS	Rosetta	Basement And Ground Floor 38 William IV Street London WC2N 4DD	Cafe	Sunday; 07:00 - 22:30   Monday to Saturday; 07:00 - 23:30   Friday to Saturday; 07:00 - 00:00
19/13735/LIPT	Not Recorded	3 - 5 Great Scotland Yard London SW1A 2HW	Not Recorded	Monday; 00:00 - 00:00   Tuesday; 00:00 - 00:00   Wednesday; 00:00 - 00:00   Thursday; 00:00 - 00:00   Friday; 00:00 - 00:00   Saturday; 00:00 - 00:00   Sunday; 00:00 - 00:00
19/12937/LIPCH	Mall Galleries	17 Carlton House Terrace London SW1Y 5AH	Museums & Art Galleries	Monday to Sunday; 11:00 - 00:30   Monday to Sunday; 10:00 - 17:00
18/05907/LIPDPS	Bancone	39 William IV Street London WC2N 4DD	Restaurant	Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30

20/05526/LIPDPS	Nutshell	30 St Martin's Lane London WC2N 4ER	Restaurant	Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30
19/16020/LIPDPS	Tandoor Chop House	8 Adelaide Street London WC2N 4HZ	Restaurant	Sunday; 12:00 - 23:00   Monday to Thursday; 10:00 - 00:00   Friday to Saturday; 10:00 - 00:30
21/00239/LIPDPS	Notes Music And Coffee	31 St Martin's Lane London WC2N 4ER	Cafe	Sunday; 12:00 - 22:30   Monday to Thursday; 10:00 - 23:30   Friday to Saturday; 10:00 - 00:00
18/06511/LIPVM	The Sherlock Holmes	Sherlock Holmes Public House 10 - 11 Northumberland Street London WC2N 5DB	Public house or pub restaurant	Thursday to Saturday; 08:00 - 00:30   Sunday to Wednesday; 08:00 - 23:30
18/14963/LIPDPS	MOD Pizza	17 - 18 Irving Street London WC2H 7AU	Restaurant	Sunday; 07:00 - 00:00   Monday to Saturday; 07:00 - 00:30   New Year's Eve; 07:00 - 07:00   Christmas Eve; 07:00 - 02:30
15/05963/LIPDPS	8 Till Late	23 Whitcomb Street London WC2H 7HA	Shop	Saturday; 08:00 - 23:00   Sunday; 10:00 - 22:00   Monday to Friday; 07:00 - 23:00

19/11220/LIPV	Haymarket Hotel	1 Suffolk Place London SW1Y 4HX	Hotel, 4+ star or major chain	Monday; 00:00 - 00:00   Monday; 07:00 - 03:00   Tuesday; 07:00 - 03:00   Tuesday; 00:00 - 00:00   Wednesday; 07:00 - 03:00   Wednesday; 00:00 - 00:00   Thursday; 00:00 - 00:00   Thursday; 07:00 - 03:00   Friday; 07:00 - 03:00   Friday; 00:00 - 00:00   Saturday; 00:00 - 00:00   Saturday; 07:00 - 03:00   Sunday; 00:00 - 00:00   Sunday; 09:00 - 00:00
18/16271/LIPDPS	Amba Hotel Charing Cross	Charing Cross Hotel Strand London WC2N 5HX	Hotel, 4+ star or major chain	Monday to Sunday; 00:00 - 00:00
13/03410/LIPN	Barrafina	10 Adelaide Street London WC2N 4HZ	Restaurant	Sunday; 12:00 - 23:00   Monday to Saturday; 10:00 - 00:00
20/09445/LIPVM	Garrick Theatre	2 Charing Cross Road London WC2H 0HH	Theatre	Monday to Sunday; 09:00 - 00:00
19/10538/LIPDPS	Garfunkels Restaurants	Ground Floor 19 - 20 Irving Street London WC2H 7RR	Restaurant	Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30
12/02800/LIPV	Nero Express	Charing Cross Station Strand London WC2N 5HS	Takeaway food outlet	Saturday; 06:30 - 01:00   Sunday; 07:00 - 01:00   Monday to Friday; 06:00 - 01:00   Monday to Sunday; 00:00 - 00:00

20/09191/LIPN	The Library	112 St Martin's Lane London WC2N 4BD	Club or institution	Sunday; 12:00 - 23:30   Monday to Thursday; 10:00 - 00:00   Friday to Saturday; 10:00 - 00:30
18/09429/LIPN	Not Recorded	40-42 William IV Street London WC2N 4DD	Not Recorded	Monday to Sunday; 10:00 - 00:30
19/07671/LIPN	Ground And First Floor	40-42 William IV Street London WC2N 4DD	Not Recorded	Sunday; 12:00 - 22:30   Monday to Thursday; 10:00 - 23:30   Friday to Saturday; 10:00 - 00:00
19/07675/LIPN	Basement	40-42 William IV Street London WC2N 4DD	Restaurant	Monday; 12:00 - 23:30   Tuesday; 12:00 - 23:30   Wednesday; 12:00 - 23:30   Thursday; 12:00 - 23:30   Friday; 12:00 - 00:00   Saturday; 12:00 - 00:00   Sunday; 12:00 - 22:30
19/08627/LIPV	The Clarence	Ground Floor 53 Whitehall London SW1A 2HP	Public house or pub restaurant	Monday to Sunday; 09:00 - 01:00
18/09856/LIPDPS	The Clarence	Ground Floor 53 Whitehall London SW1A 2HP	Public house or pub restaurant	Sunday; 11:00 - 01:00   Monday to Saturday; 09:00 - 01:00
19/14728/LIPDPS	XIHome Dumplings AndBuns	Basement And Ground Floor 43 Chandos Place London WC2N 4HS	Restaurant	Sunday; 12:00 - 00:00   Monday to Saturday; 10:00 - 00:30

19/11698/LIPDPS	Hub By Premier Inn	110 St Martin's Lane London WC2N 4BA	Hotel, 3 star or under	Sunday; 06:00 - 23:00   Monday to Thursday; 06:00 - 23:30   Monday to Sunday; 00:00 - 00:00   Friday to Saturday; 06:00 - 00:30
20/04514/LIPT	Bella Italia	10 Irving Street London WC2H 7AT	Restaurant	Sunday; 09:00 - 00:00   Monday to Saturday; 09:00 - 01:00   Sundays before Bank Holidays; 09:00 - 01:00
20/03962/LIPCH	Uppercrust Units 14 & 15	Unit 14 Charing Cross Station Strand London WC2N 5HS	Shop	Monday to Sunday; 00:00 - 00:00
20/03814/LIPCH	M & S Simply Food	Unit 18 And Unit 19 Charing Cross Station Strand London WC2N 5HS	Shop	Monday to Sunday; 07:00 - 03:00
20/03885/LIPCH	Burger King (UK) Ltd	Unit 1 Charing Cross Station Strand London WC2N 5HS	Restaurant	Monday to Sunday; 23:00 - 01:00
20/04004/LIPCH	The Beer House	Unit 2 Charing Cross Station Strand London WC2N 5HS	Sales kiosk	Monday to Sunday; 07:00 - 00:00
12/04963/LIPV	The Pasty Shop	Unit 4 Main Concourse Charing Cross Station Strand London WC2N 5HS	Sales kiosk	Monday to Sunday; 00:00 - 00:00
20/03835/LIPCH	Whistlestop Food & Wine	Unit 6 Charing Cross Station Strand London WC2N 5HS	Shop	Sunday; 08:00 - 02:00   Monday to Saturday; 06:00 - 02:00
19/11418/LIPDPS	Hotel Chocolat	Charing Cross Station Strand London WC2N 5HS	Sales kiosk	Saturday; 09:00 - 20:00   Sunday; 10:00 - 19:00   Monday to Friday; 07:00 - 20:00

20/07906/LIPN	Civil Service Club	13-15 Great Scotland Yard London SW1A 2HJ	Club or institution	Monday to Sunday; 00:00 - 00:00
18/03647/LIPV	Not Recorded	9A Irving Street London WC2H 7AT	Cafe	Sunday; 08:00 - 00:30   Monday to Thursday; 08:00 - 00:30   Friday to Saturday; 08:00 - 01:30
06/12648/WCCMAC	Beefsteak Club	Basement To First Floor 9 Irving Street London WC2H 7AH	Club or institution	Monday to Friday; 17:30 - 23:30   Monday to Friday; 13:00 - 15:00
10/05756/LIPN	Pompidou	9A Irving Street London WC2H 7AT	Cafe	Sunday; 09:00 - 23:00   Monday to Saturday; 07:00 - 23:30
07/02903/LIPDU	Price Waterhouse Coopers	Ground Floor To Fifth Floor 1 Embankment Place London WC2N 6NN	Not Recorded	
19/06548/LIPV	Price Waterhouse Coopers	1 Embankment Place London WC2N 6RH	HQs and Institutional Offices	Monday; 00:01 - 00:00   Tuesday; 00:01 - 00:00   Wednesday; 00:01 - 00:00   Thursday; 00:01 - 00:00   Friday; 00:01 - 00:00   Saturday; 00:01 - 00:00   Sunday; 00:01 - 00:00
18/14488/LIPT	Wox	8 Irving Street London WC2H 7AT	Cafe	Monday to Saturday; 23:00 - 05:00

19/04918/LIPVM	Il Padrino	6-7 Irving Street London WC2H 7AT	Not Recorded	Monday; 10:00 - 05:00   Tuesday; 10:00 - 05:00   Wednesday; 10:00 - 05:00   Thursday; 10:00 - 05:00   Friday; 10:00 - 05:00   Sunday; 11:00 - 01:30
18/08436/LIPVM	Theatre Royal	Theatre Royal 8 Haymarket London SW1Y 4HT	Theatre	Saturday; 09:00 - 00:00   Sunday; 14:00 - 00:00   Monday to Friday; 09:00 - 04:00
20/08348/LIPCH	Harp Public House	47 Chandos Place London WC2N 4HS	Public house or pub restaurant	Sunday; 12:00 - 22:30   Monday to Thursday; 10:00 - 23:30   Friday to Saturday; 10:00 - 00:00   Sundays before Bank Holidays; 10:00 - 00:00
18/09423/LIPN	Not Recorded	18 - 21 Northumberland Avenue London WC2N 5EA	Not Recorded	Monday to Sunday; 00:00 - 00:00
15/04741/LIPDPS	The Ship & Shovell	Ground Floor 1 Craven Passage London WC2N 5PH	Public house or pub restaurant	Sunday; 12:00 - 23:00   Monday to Saturday; 10:00 - 23:30
20/00086/LIPV	Caffe Italiano	2-3 Irving Street London WC2H 7AT	Restaurant	Monday; 08:00 - 00:30   Tuesday; 08:00 - 00:30   Wednesday; 08:00 - 00:30   Thursday; 08:00 - 00:30   Friday; 08:00 - 00:30   Saturday; 08:00 - 00:30   Sunday; 08:00 - 00:00

17/08391/LIPDPS	Coutts & Co	440 Strand London WC2R 0QS	Office	Sunday; 12:00 - 23:00   Monday to Saturday; 10:00 - 23:30
19/16423/LIPDPS	English National Opera	London Coliseum 32 - 35 St Martin's Lane London WC2N 4ES	Theatre	Monday to Sunday; 09:00 - 00:00
20/11972/LIPDPS	The 2 Brydges Club	2 Brydges Place London WC2N 4HP	Club or institution	Sunday; 12:00 - 23:00   Monday to Saturday; 10:00 - 01:00
16/09313/LIPDPS	San Carlo Fumo	Basement And Ground Floor 37 St Martin's Lane London WC2N 4ER	Restaurant	Sunday; 07:00 - 22:30   Monday to Thursday; 07:00 - 23:30   Friday to Saturday; 07:00 - 00:00   Sundays before Bank Holidays; 07:00 - 00:00   New Year's Eve; 07:00 - 06:59
18/05674/LIPDPS	Global Radio	29-30 Leicester Square London WC2H 7LA	Office	Monday to Friday; 07:00 - 00:00
20/11240/LIPDPS	TGI Fridays	29-30 Leicester Square London WC2H 7LA	Not Recorded	Sunday; 09:00 - 01:00   Monday to Saturday; 09:00 - 01:30   Sundays before Bank Holidays; 09:00 - 01:30
18/09120/LIPDPS	Radisson Hampshire Hotel	31-36 Leicester Square London WC2H 7LH	Hotel, 4+ star or major chain	Monday to Sunday; 00:01 - 00:00