

\* required information

## Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

- System reference  This is the unique reference for this application generated by the system.
- Your reference  You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
- Are you an agent acting on behalf of the applicant?  
 Yes  No Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

### Applicant Details

- \* First name
- \* Family name
- \* E-mail
- Main telephone number  Include country code.
- Other telephone number
- Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- Applying as a business or organisation, including as a sole trader  
 Applying as an individual
- A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

### Applicant Business

- Is the applicant's business registered in the UK with Companies House?  Yes  No
- Is the applicant's business registered outside the UK?  Yes  No
- Note: completing the Applicant Business section is optional in this form.

- Business name  If the applicant's business is registered, use its registered name.
- VAT number   Put "none" if the applicant is not registered for VAT.

Continued from previous page...

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

**Applicant Business Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

If the applicant has one, this should be the applicant's official address - that is an address required of the applicant by law for receiving communications.

**Agent Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

An agent that is a business or organisation, including a sole trader

A sole trader is a business owned by one person without any special legal structure.

A private individual acting as an agent

**Agent Business**

Is your business registered in the UK with Companies House?  Yes  No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

*Continued from previous page...*

Legal status

Your position in the business

Home country

The country where the headquarters of your business is located.

**Agent Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

- Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

0

### Section 3 of 21

#### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

#### Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

### Section 4 of 21

#### NON INDIVIDUAL APPLICANTS

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

#### Non Individual Applicant's Name

Name

Greater London Authority

#### Details

**Continued from previous page...**

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Public Body

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

E-mail

Telephone number

Other telephone number

\* Date of birth   
dd mm yyyy

\* Nationality

[Documents that demonstrate entitlement to work in the UK](#)

**Section 5 of 21**

**OPERATING SCHEDULE**

When do you want the premises licence to start?  /  /   
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end  /  /   
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.

*Continued from previous page...*

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.

The tournament will be held in 12 cities in 12 European countries from 12 June to 12 July 2020.

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.

The EURO 2020 Fan Zone within Greenwich Park is one of a range of official Fan Zones within London, where families, neighbours and fans can come together and enjoy the tournament. Greenwich 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 section towards the North of Greenwich Park, located between the Royal Observatory and the National Maritime Museum. 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 sale of alcohol on site, playing of live and recorded music, films, plays, performance of dance, Boxing and Wrestling, and indoor sports. The site will be secured by a 3.4 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 allocated by a free public ballot. There will be sufficient emergency exits within the perimeter fencing. The terrain is predominantly grassed and includes several mature trees and shrubs. It is intersected by various tarmac roads.

The Event Phase (31 days) will be divided into Match Screening Days, Community Event Days and Non-Event Days.

#### Match Screening Days

The day's programme will consist of:

- Pre-match entertainment - a band/artist to draw crowds in advance of kick off time.
- Live broadcast of the match.
- Sponsor activations.
- Food and beverages.
- Family friendly activities and workshops.

#### Community Event Days

The day's programme will consist of:

- Community activities as part of a wider community engagement programme. The event organisers will work with stakeholders to identify the wishes of the surrounding areas. Activities could include; cultural and community events and performances, GLA events relocated to this event site, sports skills workshops, have-a-go activations and competitions, film screenings, plays, environmental awareness days, wellness sessions etc. The programme will offer a variety of activity for all ages.

#### Non-Event Days

No activity will be scheduled for these days and the event perimeter gates will be open to allow park users to use the cross paths and grassed areas within the event site.

All England and Wembley Stadium matches will be screened. Should any other Home Nations qualify their games will be shown from the Round of 16 phase of the tournament onwards. Both semi-finals and the final will be screened. There shall be a maximum of 12 match screening days and a maximum of 8 Community Event Days with the remainder being Non-Event days. In the unlikely event that matches have to be postponed to another day, the licence will have effect on those days.

The UEFA EURO 2020 draw took place on 30 November 2019 identifying Match Screening Days 14, 19, 23 and 27 June 2020. The progression of the Home Nation Teams will determine the Match Screening Days in The Round of 16 and Quarter-Finals stages. The Semi-Finals will be screened on 7 and 8 July 2020 at 8pm and the Final on 12 July at 8pm. In March 2020, a Home Nation may still qualify via the UEFA Nations League and this would then complete the schedule for the tournament.

**Continued from previous page...**

The Event Phase will not be active for 31 consecutive days. The event will be in Non-Event Day mode on a number of days dictated by the final tournament schedule.

**Key Event Dates**

Enabling Works: 26 May – 31 May 2020

Build Phase: 1 June – 11 June 2020 (total number of days, 11)

Live Phase: 12 June – 12 July 2020 (total number of days, 31)

Break Phase: 13 July – 20 July 2020 (total number of days, 7)

Park Clearance: 21 July – 24 July 2020

A free ticket ballot will be in place for Match Screening Days. An actual attendance of no more than 30,000 is expected on each Match Screening Day. As tickets are allocated by free public ballot, experience and data demonstrates that the attendance will be less than the amount of tickets allocated. A maximum capacity of 35,000 has been applied for within this licence to allow a small amount of flexibility for public safety reasons. This flexibility will not be used unless agreed with the Licensing authority.

Unless the Licensing authority is notified otherwise the total number of people to be accommodated for the purposes of this Licence at any one time shall not be more than 30,000 (excluding security, staff, performers and employees). On The Community Event Days the maximum capacity will be 4,999.

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

**Section 6 of 21**

**PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

Yes  No

**Standard Days And Timings**

**MONDAY**

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

**TUESDAY**

Start

End

Start

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**WEDNESDAY**

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**THURSDAY**

Start

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End

Continued from previous page...

FRIDAY

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SATURDAY

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SUNDAY

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Start  End

Will the performance of a play take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Potential community activity - Plays

State any seasonal variations for performing plays

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the performance of a play at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 7 of 21

### PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes       No

### Standard Days And Timings



Continued from previous page...

MONDAY

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

Start

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TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the exhibition of films take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Provision of films onto stage screens including music videos, advertisements and other types of entertainment before during or after the performance of live and recorded music and the showing of live TV broadcast. All films will be of an appropriate nature to the audience in attendance.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Times listed above are for 12 x Match Screening Days during the period. 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 23.59 to accommodate extra time, penalties and trophy presentation. Timings for 8 x Community Days during the period will be 08:00 - 22:00.

## Section 8 of 21

### PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

Yes  No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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Continued from previous page...

SUNDAY

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State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Potential for indoor sporting events to take place in temporary structures.

State any seasonal variations for indoor sporting events

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for indoor sporting events at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Times listed above are for 12 x Match Screening Days during the period. The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties. Therefore the finish time may be extended up to 23.59 to accommodate extra time, penalties and trophy presentation. Timings for 8 x Community Days during the period will be 08:00 - 22:00

## Section 9 of 21

### PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

Yes  No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the boxing or wrestling entertainment take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Potential for boxing demonstrations and workshops as part of a wider community engagement initiative.

State any seasonal variations for boxing and wrestling entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the boxing or wrestling entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Times listed above are for 12 x Match Screening Days during the period. The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties. Therefore the finish time may be extended up to 23.59 to accommodate extra time, penalties and trophy presentation. Timings for 8 x Community Days during the period will be

Continued from previous page...

08:00 - 22:00

## Section 10 of 21

### PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes  No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the performance of live music take place indoors or outdoors or both?

- Indoors  Outdoors  Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

The application represents timings for the event on any given day although restricted to a maximum of 12 x Match Event Days and 8 x Community Days. Rehearsals and sound checks will take place on days and at timings agreed in advance with

**Continued from previous page...**

Greenwich Borough Council. Amplified live music shall be restricted to start no earlier than 12:00 on Match Screening Days. Non-amplified live music shall start no earlier than 08.00. Live music performances may take place within a variety of locations within the event site; including but not limited to stages, temporary structures and outdoor areas.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Times listed above are for 12 x Match Screening Days during the period. The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties therefore the finish time may be extended until up to 23.59 to accommodate extra time, penalties and trophy presentation. Timings for 8 x Community Days during the period will be 08:00 - 22:00.

**Section 11 of 21**

**PROVISION OF RECORDED MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the playing of recorded music take place indoors or outdoors or both?

- Indoors  Outdoors  Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

The application represents timings for the event on any given day although restricted to a maximum of 12 x Match Event Days and 8 x Community Days. Rehearsals and sound checks will take place on days and at timings agreed in advance with Greenwich Borough Council. Amplified recorded music shall be restricted to start not earlier than 08:00. Recorded music performances may take place within a variety of locations within the event site; including but not limited to stages, temporary structures and outdoor areas.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Times listed above are for 12 x Match Screening Days during the period. The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties therefore the finish time may be extended until up to 23.59 to accommodate extra time, penalties and trophy presentation. Timings for 8 x Community Days during the period will be 08:00 - 22:00.

## Section 12 of 21

### PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

- Yes  No

### Standard Days And Timings

Continued from previous page...

MONDAY

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

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TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the performance of dance take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

The application represents timings for the event on any given day although restricted to a maximum of 12 x Match Event Days and 8 x Community Days. Rehearsals and sound checks will take place on the days and at timings agreed in advance with Greenwich Borough Council. Dance performances may take place within a variety of locations within the event site; including stages, temporary structures and outdoor areas.

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.



Continued from previous page...

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Times listed above are for 12 x Match Screening Days during the period. The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties therefor the finish time may be extended until up to 23.59 to accommodate extra time, penalties and trophy presentation. Timings for 8 x Community Days during the period will be 08:00 - 22:00.

### Section 13 of 21

#### PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes  No

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#### LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes  No

### Section 15 of 21

#### SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes  No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

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WEDNESDAY

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THURSDAY

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Continued from previous page...

FRIDAY

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SATURDAY

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SUNDAY

Start  End

Start  End

Will the sale of alcohol be for consumption:

- On the premises     Off the premises     Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

**Name**

First name

Family name

Date of birth   
dd mm yyyy

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**Enter the contact's address**

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>
Personal Licence number (if known)	<input type="text"/>
Issuing licensing authority (if known)	<input type="text"/>

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 16 of 21**

**ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

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 indicating nudity or semi-nudity will not be shown in the presence of children.

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**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

*Continued from previous page...*

MONDAY

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

Start

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TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Times listed above are for 12 x Match Screening Days during the period. The Round of 16 Matches, Quarter-Finals, Semi-Finals and Final are potentially subject to extra-time and penalties therefore the finish time may be extended until up to 23.59 to accommodate extra time, penalties and trophy presentation. Timings for 8 x Community Days during the period will be 08:00 - 22:00.

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**LICENSING OBJECTIVES**

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

Promotion of the licensing objectives laid out in the Licensing Act 2003 and the s.182 Statutory Guidance are central to the plans for the Event. The Organisers, and their appointed contractors have engaged with the Licensing Authority and the Responsible Authorities at an early stage to ensure that the planning and operation of the event conforms with best practice for live events. The Organisers have also extensively engaged with the local community through Amenity Group meetings and Public Consultation drop in sessions.

The content for the event is designed to create a family friendly atmosphere for all audiences to enjoy. It is the intention of the Organisers that attendees are able to experience this in a safe and secure environment. Furthermore, the Organisers have considered the impact of the event on the community around the site, and have developed and implemented policies to minimise disturbance or harm, for example, music noise control, ingress and egress plans, litter management and external luminescence plans.

The Event Management and Operational Plan (EMOP) gives details of the safe design and management, operation of all elements of the event. To summarise, the event is managed by an experienced and professional team on behalf of the Greater London Authority. Competent contractors will work with the Organisers to deliver a safe event. The Organisers have engaged fully with the responsible authorities prior to the submission of this application.

The framework for live events provided by the Licensing Act and s.182 Statutory Guidance offers a realistic and valuable tool for ensuring the safety and welfare of all involved. The Organisers have delivered successful and well-managed major events throughout London including London Parks and the UK and have a proven track record of complying with the licensing objectives and Premises Licence conditions.

The Royal Borough of Greenwich Safety Advisory Group (SAG) has been established and has met prior to this submission. The SAG will continue to meet in the run up to and after the event. The Organisers undertake to abide by the recommendations of this group. Outputs from these meetings will continue to shape the EMOP.

A SAG debrief meeting will be held after the final event.

The Event Phase (31 days) will be divided into Match Screening Days, Community Event Days and Non-Event Days. The Tournament comprises of Group matches, the Round of 16 matches, semi-finals, and final match. All England matches and Wembley Stadium matches will be screened. Should any other Home Nations qualify for the Tournament these games will be shown from the Round of 16 phase of the tournament onwards. Both semi-finals and the final match will be screened.

The Licensed Area:

The plan accompanying this application marks the area of the park that is to be covered by the Premises Licence. The red line extends beyond the proposed perimeter fence to include the agreed queuing area and approach to the event site.

Document Submissions:

The Organisers will present a draft Event Safety Management Plan to the Royal Borough of Greenwich Safety Advisory Group at least three months prior to the first event date. Nothing in this condition will prevent the premises licence holder from agreeing amendments to the EMOP from time to time, in order to promote the licensing objectives and/or due to the operational needs of the premises. The EMOP shall contain;

- Site plans
- Event Safety Plan
- Event Control Statement of Intent
- Fire Safety Management Plan
- Alcohol Management Plan
- Noise Management Plan

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- Child & Vulnerable Adults Policy
- Crowd Management Plan
- Security and Crime Reduction Plan
- Ingress Management Plan
- Egress Management Plan
- Waste Management Plan
- Ground & Tree Protection Plan
- External Luminescence Plan
- Adverse Weather Plan
- Event Medical Plan
- Ecological Assessment Report
- Damage and Spill Procedure
- Trader Food Management Plan
- Foul Sewage and Utilities Assessment
- Access Management Plan
- Sustainability Statement
- Transport Assessment
- Heritage Impact Assessment
- Heritage View Renders
- Infrastructure Directory

The organiser will present the Final EMOP to the SAG a minimum of 28 days prior to the start of first event date.

After approval of the final EMOP, any further amendments may only be made with the prior written approval of the Chair of the Safety Advisory Group. The Organisers will implement the Final approved EMOP and manage the premises in accordance and compliance with the plan.

A multi-agency Event Control Room managed by the organiser will be operated throughout the event.

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

Planning meetings will be held in advance of the event with the Royal Borough of Greenwich Council and the Metropolitan Police ("MPS") to ensure that all agencies are content with the planning arrangements for the prevention of crime and disorder. In conjunction with the Royal Borough of Greenwich, the MPS and other responsible authorities, the Organisers will produce:

- Crowd Management Plan
- Alcohol Management Plan
- Ingress Management Plan
- Egress Management Plan
- Security & Stewarding Plan
- Security & Crime Reduction Plan
- Event Safety Plan

**Crowd Management / Security / Dispersal**

The Organisers shall carry out appropriate crowd flow analysis and modeling to enable an adequate assessment of the likely impact of the event both at the premises and the surrounding area of access and egress to the event. A suitable and sufficient Crowd Management Plan will be developed based on the findings of the analysis to manage risks identified. The Crowd Management Plan will consider the proposed siting of all structures, stalls, facilities, stewarding positions, fire points and entrances and exits.

The Organisers shall produce a Security and Stewarding Plan. The plans will detail the qualification, deployment and training of the stewarding workforce which will comprise Security Industry Authority (SIA) licensed staff positioned in safety critical locations based on a risk assessment process who shall be trained in accordance with the Green Guide. The stewarding plan will take account of the need to support safety policies and procedures such as pre-opening checks and contingency plans. Stewarding plan will be supplemented by volunteers in certain areas.

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All security staff employed at the premises will be accredited by and registered with the Security Industry Authority (SIA).

Security and Stewarding plan will specify numbers of staff and roles, where SIA qualified staff are required and emergency procedures (e.g. evacuation of the site). This plan will integrate with the EMOP for the event and will be produced in conjunction with the MPS, the designated security contractor and the event organisers.

All security staff will be identifiable in uniform and will display their name badges by way of a reflective armband or lanyard.

A register will be kept of all security staff working at the premises for every time that the premises are open for trading. This register will contain the following information:

- Day and date of entry;
- Time that member of security staff starts and finishes work;
- Full name;
- SIA registration number;
- Signature of the member of security staff.

The Organisers will use screening on the entry points to the event to exercise the right to refuse entry to any unauthorised or disorderly person.

All activity within the licensed area will be appropriately managed with security and stewards. A pre-agreed level of professional stewarding and security personnel will have a designated responsibility to maintain a safe environment for members of the public attending the event. External security teams will patrol the event perimeter and incident response teams will operate in the immediate area around the site.

All temporary structures will be lit internally, and adequate temporary public lighting will be present on the site when necessary.

Event security and stewarding staff will constantly monitor event attendees' behaviour and will take appropriate action to assist in the prevention of crime and disorder within the premises.

The Organisers will work with the MPS to support the development and implementation of an appropriate policing plan for the event.

#### **Illegal Substances**

The Organisers have a clear and definitive policy on the use or possession of illegal substances at the event and will cooperate fully with the MPS and other authorities to implement this.

The Organisers will provide anti-crime and drugs awareness advice to ticket holders.

There shall be a zero tolerance policy towards drugs at the premises.

#### **Search Policy**

A written Search Policy will be in place. Security staff working at the premises will be aware of the provisions of such a policy and be aware of their responsibilities and actions required by that policy. Such a policy should include the procedure for searching prior to entry of persons wishing to enter the premises. Any person refusing to submit to the search procedure should be refused entry to the premises. Any queues formed at the premises shall be supervised by security staff aimed at preventing disorder and discouraging anti-social behaviour.

#### **Bars and Alcohol Sales**

A Personal Licence holder should be on duty at each alcohol outlet at the premises at all times it is open for trade.

Alcohol shall only be sold or supplied to persons attending the event and for consumption on the premises.

The Challenge 25/Think 25 proof of age scheme shall be operated at the premises. All customers who appear under the age of 25 will be challenged to prove that they are over 18 when attempting to purchase alcohol. Acceptable forms of ID include a photo driving licence, passport, or home office approved identity card bearing the holographic 'PASS' mark. If the

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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.

All staff involved in the sale or supply of alcohol shall be trained in the responsible sale of alcohol. Such training will include challenging every individual who appears to be under 25 years of age and to refuse service where individuals cannot produce acceptable means of identification, acceptable forms of ID and using the refusals register. Such training (including any refresher training) will be logged. The training log will be made available for inspection by Police and "authorised persons".

A refusals log must be kept at the premises, and made immediately available on request to the police or an "authorised person". The refusals log is to be inspected regularly by the DPS and noted in the log and a record made in the log of any actions that appear to be needed to protect young people from harm. The log must record all refused sales of alcohol and include the following:

- the identity of the member of staff who refused the sale;
- the date and time of the refusal;
- the alcohol requested and reason for refusal;
- description of the person refused alcohol

The following posters shall be displayed conspicuously on the premises in customer facing areas:

- 'Think 25' or similar poster to advise potential purchasers that suitable proof of age will be required for all purchasers who appear to be under 25

Any beverages supplied at the bars in the premises shall be supplied in non-glass containers and checks will be made on egress from the site to prevent open vessels, bottles or other type of container containing alcohol outside the premises. Bins will be placed at these locations for the disposal of such containers.

The Organisers, working with their security team, shall ensure that alcohol consumption is sensible and shall not allow anyone showing signs of intoxication on to the site.

The Organisers will ensure that staff are trained to manage and diffuse any potential anti-social behaviour or difficult situations. They will also be trained to recognise when to refuse the service of alcohol.

The Organisers will encourage vigilance among staff to supervise event attendees' behaviour in all parts of the premises and will employ sufficient staff to manage queuing in any bar areas.

#### **CCTV**

The premises shall install and maintain a comprehensive CCTV system. This system shall cover all licensable areas, including all entry and exit points, and enabling frontal identification of every person entering in any light condition.

The CCTV system will be capable of obtaining clear facial recognition images and a clear head and shoulders image of every person entering or leaving the premises.

The CCTV system shall display on any recording the correct time and date of the recording.

The CCTV shall continuously 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. Recordings shall be made available immediately upon request of the Police or authorised officers through the preceding 31 day period.

A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times the premises is open to the public. This staff member must be able to download or show a Police or authorised officer recent data or footage with the absolute minimum of delay when requested.



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### c) Public safety

All event activity within the licensed premises will be controlled with specific reference to the capacity of the venue, the nature of the cultural content and in compliance with the standards for the provision of services as outlined by HSG 195 The Event Safety Guide (commonly known as the Purple Guide).

The Organisers will utilise the application and planning stage of the event management process to ensure the safety of the public, contractors and performers and to minimise hazards and prevent accidents. This will be achieved through the consultation process with relevant authorities and through the submission of documentary proof of competency to include proof of Public Liability Insurance and the provision of an event risk assessment.

#### Capacity

Unless the Licensing authority is notified otherwise the total number of people to be accommodated for the purposes of this License at any one time shall not be more than 30,000 (excluding security, staff, performers and employees) - maximum 12 days.

A maximum capacity of 4,999 at any one time will be in place for Community Event Days - a maximum of 8 days.

A communications system will be provided to ensure the effective operation of the site under both normal and emergency evacuation conditions.

An auditable system will be used to record the number of customers within the premises.

#### Signage

Signage shall be provided for Exits, Toilets, First Aid, Fire Points, Information Point and Drinking Water. The lettering on such signage shall be at least 225mm high. All signs shall be positioned and sufficient in number so as to be visible from all parts of the event site. Provision will be made to allow communication of emergency procedures and issues relating to the health, safety and welfare of people within the venue. This will be done through signage, via public address systems and by event staff.

#### Emergency Evacuation

The contingency arrangement for emergency evacuation is in place and will be implemented should the need arise. This is detailed in the Event Management and Operations Plan (EMOP).

Emergency exits and entrances must be kept clear at all times and be clearly signed.

#### Medical Provision

An agreed and appropriate level of emergency first aid and ambulance provision will be on site throughout the event. This will include mobile first aid patrols, the levels of which will be determined by a medical risk assessment and HSG195 and will form part of the EMOP.

#### Fire Safety

A detailed Fire Safety Management and Risk Assessment Plan will be produced and suitable levels of portable fire fighting equipment will be provided on site. Fire patrols will be maintained at all times the public are on site.

#### General Safety

All event contractors will comply with all relevant health and safety legislation and follow the control measures documented in their own risk assessments and method statements and will be responsible for ensuring safe systems of work.

Electrical cables in the public arena shall be protected by proprietary cable ramps or suspended at least 2.4m above ground level (5.8m where passing over a possible vehicle route). In non-public accessible areas, cables can be covered with rubber matting.

The electrical supply shall comply with:

BS7909 2011 – Code of Practice for Temporary Distribution System for AC Electrical Supplies for Entertainment Lighting Technical Services and Related Purposes.

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BS7430 2011 – Code of Practice for earthing.

BS7671 2008 – Requirements for Electrical Installations.

Socket outlets for use with hand-held temporary or portable electrical equipment on the stage or performance area(s) shall be of the type protected by a Residual Current Device (RCD) having a 30mA tripping current.

All portable electrical equipment shall be PAT tested and marked accordingly.

Suitable barriers shall be provided around all stage, generators, mechanical plant, non-public areas and exposed edges.

Storage of bio-diesel fuel for generators shall only be sufficient for the duration of the event and shall be sited away from the public in an appropriate enclosure to prevent unauthorised access.

There shall be no petrol fuelled generators permitted on the event site.

All generators and cooking facilities shall be guarded to prevent unauthorised access and provided with a carbon dioxide fire extinguisher.

All additional/temporary lighting that is to be installed for the event shall be guarded and/or safe by position.

Stages, roof structures and any further temporary or special structures shall possess adequate strength and stability, both in service and in construction, and their assembly shall be carried out in accordance with plans, calculations and specifications drawn up by a competent designer. Details of these structures, construction together with any necessary calculations should be submitted for approval under s30 of the London Building Act 1939 to the Royal Borough of Greenwich's Building Control Department. Failure to provide this information as requested may result in the applicant being unable to erect and/or use the structure for the event.

All tents, marquees, drapes, fabric and weather sheeting supplied by the organisers shall be composed of flame retardant or inherently non-flammable material and shall be certificated as such.

Structural calculations for temporary structures will be made available as required for scrutiny. A site-wide wind management plan detailing wind speeds at which certain actions must be taken will be drawn up and implemented.

**Adverse Weather**

The Event Organisers will produce an adverse weather plan.

**Lighting Plan**

All temporary structures will be lit internally, and adequate temporary public lighting will be present on and off the site where necessary in accordance with the Plan.

**Sanitary Provision**

The Organisers will carry out a sanitary provision analysis for the event using The Event Safety Guide as a basis for determining what and how many sanitation facilities are required. The Organisers will uplift the standard requirement by 15% to ensure a better experience for all event attendees. Details of the effective maintenance and servicing of sanitary facilities must be available on request.

Prior approval for the use of special effects, should they be required, will be agreed through the SAG and relevant health and safety information will be provided prior to the event.

The Organisers will liaise with The Royal Borough of Greenwich Council Environmental Health Department prior to the event to ensure that appropriate information is made available in relation to food handling and hygiene.

Adequate drinking water points in suitable locations must be provided and maintained to the satisfaction of the SAG.

**d) The prevention of public nuisance**

Consultation with the Responsible Authorities, local community and the various amenity groups based in Greenwich and surrounding Greenwich Park has already taken place to gain feedback and allow the Organisers to tailor plans to the

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specific concerns of the local community where possible. Consultation will continue with the local community and amenity groups prior to the first event date. A resident hot-line number will be available so that residents can connect with the event control room when the event is live to report any concerns relating to the event.

**Noise Management**

The Organisers undertake to abide by the agreed Music Noise Levels set out by the Royal Borough of Greenwich Environmental Health Team and have engaged the services of specialist acoustic consultants who have developed a Noise Management Plan for the event. It is the responsibility of the specialist acoustic consultants to monitor levels at the agreed locations, to act as required, to remain within the agreed levels and to provide documentary proof after the event of the event organisers' compliance.

The Premises will not be used for licensable activities under the terms of this Premises Licence until an appropriate Noise Management Plan has been approved by the Royal Borough of Greenwich Environmental Health Team. Thereafter, Regulated Entertainment events falling within the ambit of the Noise Management Plan must be conducted in accordance with the terms of that Plan. Nothing in this condition will prevent Environmental Health and the Premises Licence holder from agreeing amendments to the Noise Management Plan, from time to time, in order to promote the licensing objectives and/or due to the operational needs of the Premises.

The organisers shall publicise by means agreed with SAG the phone number and email address so persons affected by an event may make a complaint or seek information. The phone number and email address shall be monitored at all times during the event.

Details of any noise complaints received by the Organisers shall be submitted to the Royal Borough of Greenwich Licensing and Environmental Health Teams within 7 days of receipt of such complaint.

Notices requesting that customers respect the local residents and vacate the area in a quiet orderly manner shall be prominently displayed at every exit from the premises.

The Organisers agree to abide by such noise curfews as are reasonably required by the Council's Environmental Health Team for operations during the build up and break down of the event.

The Organisers will provide additional stewarding and sanitation externally to the event. This will be increased from previous major events held at Greenwich Park to take into account feedback and consultation from the local community and SAG.

**Litter and Waste Management**

The Organisers understand the importance of protecting and conserving such an historic and iconic national landmark as Greenwich Park and its surrounding area. The Organisers will take responsibility for providing necessary ground protection (as agreed with The Royal Parks), cleaning services to remove litter and waste, to apply appropriate protocols to control spillage or other contamination, and to respect the natural and built environment. This will include external areas outside of the park, in consultation with The Royal Borough of Greenwich and other relevant authorities.

**Ingress and Egress Control**

The Organisers, in conjunction with the MPS and the appointed security and stewarding contractor, will put in place such plans as are necessary to control the ingress and egress of those attending the event and ensure the effective dispersal of those attending the event into and around the surrounding residential neighbourhood to limit disturbance. This will include a highly visible security and stewarding presence on designated pedestrian routes to and from transport hubs, particularly in Greenwich town and towards the park. A plan will be developed to prevent and respond to anti-social behaviour caused by visitors to the event. The Organisers will commit to the required resources to implement the plan. Members of the public will be prevented from entering with and removing alcohol from the event site by stewards at the event entrance and exit points. Bins will be placed at these locations to allow the disposal of any containers.

**Transport**

The Premises will not be used for licensable activities under the terms of the Premises Licence until an appropriate Transport Plan has been approved by the SAG. Thereafter, the Premises must be operated in accordance with the Transport Plan. Nothing in this condition will prevent Royal Borough of Greenwich Council and the Premises Licence holder from

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agreeing amendments to the Transport Plan, from time to time, in order to promote the licensing objectives and/or due to the operational needs of the Premises.

Promotional literature and web-pages from the Organisers will give prominence to information regarding public transport options and request patrons to leave the area quietly. References by the Licensee will encourage all visitors to travel by public transport and will communicate that there is no event parking available. References shall also refer to the existence of controlled parking zones within the local area.

**e) The protection of children from harm**

The Organisers will implement a Child and Vulnerable Persons Policy which will include provisions if a child or vulnerable person is found or reported missing. This will include liaison at the planning stages with the MPS to ensure the correct questions are asked at the outset by event staff should details of the missing person need to be escalated to the MPS.

One person will be identified as being responsible for safeguarding on site. This person will ensure that safeguarding measures are coordinated across the EMOP and appendices.

A welfare area will be set up to coordinate all welfare, safeguarding and information activities. This will be located near to the on site medical centre and have direct access to the Event Control Room via radio and telephone.

Any person under the age of 18 years, found within the licensed site to be in possession of alcohol or deemed to be intoxicated, shall be escorted by security staff to a "safe waiting area". His or her parents / responsible adult will be contacted to collect such a person and remove him / her from the event.

Additional children's toilets and changing facilities shall be added to the event site when appropriate, in addition to the minimum provision recommended in the Event Health, Safety and Welfare Guide (Purple Guide).

The Organisers are committed to the responsible and legal sale of alcohol and do not tolerate provision of alcohol to children. The contracted bar operator is required to make an undertaking to enforce the Challenge 25 policy for all sales of alcohol, requiring approved photographic ID. The security and event team will maintain vigilance for instances whereby alcohol is purchased by adults for supply to children, and this criminal activity will be considered grounds for ejection. The Organisers will facilitate and support licensing inspections.

Mobile dispensing servers (MDS) will be in operation within the accessibility area only. Any mobile dispensing servers will be accompanied by persons not involved directly in serving alcohol. These other persons ('shepherds') will be responsible, jointly with the sellers and security personnel, for ensuring that mobile units comply with the Challenge 25 policy used on site, including preventing proxy sales; and for the prevention of sales to intoxicated event attendees.

Age restricted films will not be shown in the presence of children.

Suitable entry conditions will be set for children attending the event, including the requirement for adult supervision.

For any Community Event Day activity involving children in performance, the event organiser's will apply for a BOPA or Exemption from Performance Licence Section 37 as applicable, and have the stipulated chaperoning processes in place.

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**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

*Continued from previous page...*

### **Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

### **Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is A British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

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- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

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If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

### **Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

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**NOTES ON REGULATED ENTERTAINMENT**

*Continued from previous page...*

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.



**Continued from previous page...**

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

**Section 21 of 21**

**PAYMENT DETAILS**

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card. In order to calculate the appropriate licence application fee please follow this link: [http://www.royalgreenwich.gov.uk/info/860/licence\\_-\\_alcohol\\_and\\_entertainment/1325/premises\\_licences\\_-\\_licensing\\_act](http://www.royalgreenwich.gov.uk/info/860/licence_-_alcohol_and_entertainment/1325/premises_licences_-_licensing_act)

\* Fee amount (£)

**ATTACHMENTS**

**AUTHORITY POSTAL ADDRESS**

**Address**

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

**DECLARATION**

- \* I have enclosed the plan of the premises.
- \* I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- \* I understand that I must now advertise my application.
- \* I understand that if I do not comply with the above requirements my application will be rejected.

**Continued from previous page...**

Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my \* licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15).

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

\* Capacity

Date (dd/mm/yyyy)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/greenwich/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

**IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED**