

## SHEFFIELD CITY COUNCIL Licensing Sub Committee Report



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**Report of:** Chief Licensing Officer, Head of Licensing

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**Date:** 17<sup>th</sup> August 2021

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**Subject:** Licensing Act 2003

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**Author of Report:** Matt Proctor

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**Summary:** To consider an application to grant a premises licence made under the Licensing Act 2003.

SJM Concerts, Hillsborough Park

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**Recommendations:** That Members carefully consider the representations made and take such steps, as the Sub Committee consider necessary for the promotion of the Licensing Objectives.

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**Background Papers:** Attached documents

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**Category of Report:** OPEN

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**REPORT OF THE CHIEF LICENSING OFFICER  
(HEAD OF LICENSING) TO THE LICENSING SUB COMMITTEE  
LICENSING ACT 2003**

Ref No 55/21

**SJM Concerts, Hillsborough Park**

**1.0 PURPOSE OF REPORT**

1.1 To consider an application for the grant of a premises licence made under section 17 of the Licensing Act 2003.

**2.0 THE APPLICATION**

2.1 The applicant is SJM Limited

2.2 The application was received by the Licensing Service on 24<sup>th</sup> June 2021 and is attached to Appendix A of this report.

**3.0 REASONS FOR REFERRAL**

3.1 Representations concerning the application have been received from the following;

- 3 x interested parties

and are attached at Appendix 'B'

3.2 The applicant has offered conditions that have been agreed with the Responsible Authorities as part of a previous application that was withdrawn in 2020 due to the covid pandemic. Those conditions are listed in section 18 of the application form.

3.3 The objectors have been contacted with a view to appraising them of the conditions offered by the applicant, but at the date of writing this report none have indicated that their concerns have been addressed.

3.4 The applicant and objectors who made written representations have been invited to attend the hearing. Copies of the front page of the notices are attached to this report labelled Appendix 'C'.

**4.0 POLICIES TO CONSIDER**

4.1 Sheffield City Council Statement of Licensing Policy.

<https://www.sheffield.gov.uk/home/business/licences-permits-registrations/about-licences>

**5.0 FINANCIAL IMPLICATIONS**

5.1 There are no specific financial implications arising from this application. However, additional costs may be incurred should the matter go to appeal. In such an eventuality it may not be possible to recover all these costs. The impact of these additional costs (if any) will be kept under review and may be subject of a further report during the year.

## **6.0 THE LEGAL POSITION**

- 6.1 The Licensing Act 2003 at section 4 (1) requires the Licensing Authority to carry out its functions with a view to promoting the Licensing Objectives which section 4(2) sets out as:-
- a) the prevention of crime and disorder,
  - b) public safety,
  - c) the prevention of public nuisance,
  - d) the protection of children from harm.
- 6.2 Section 4(3) of the Licensing Act also requires the Licensing Authority to have regard to the published statement of Licensing Policy and any guidance issued by the Secretary of State under section 182.

## **7.0 HEARINGS REGULATIONS**

- 7.1 Regulations governing hearings under the Licensing Act 2003 have been made by the Secretary of State.
- 7.2 The Licensing Authority has provided all parties with the information required in the Regulations to the 2003 Act as set out at Appendix 'C'.
- 7.3.1 Attached at Appendix 'C' is the following: -
- a) a copy of the Notice of Hearing;
  - b) the rights of a party provided in Regulations 15 and 16;
  - c) the consequences if a party does not attend or is not represented at the hearing
  - d) the procedure to be followed at the hearing.

## **8.0 APPEALS**

- 8.1 The Licensing Act 2003 section 181 and Schedule 5 makes provision for appeals to be made by the applicant and those making representations against decisions of the Licensing Authority to the Magistrates' Court.

## **9.0 RECOMMENDATIONS**

- 9.1 That Members carefully consider the representations made and take such steps as the Sub Committee consider appropriate for the promotion of the Licensing Objectives.

## **10.0 OPTIONS OPEN TO THE COMMITTEE**

- 10.1 To grant the premises licence in the terms requested.
- 10.2 To grant the premises licence with conditions.
- 10.3 To reject the whole or part of the application.



Stephen Lonnia  
Chief Licensing Officer, Head of Licensing

Date: 17<sup>th</sup> August 2021

# Appendix 'A'

## Application & Plans



**Sheffield**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[licensing@sheffield.gov.uk](mailto:licensing@sheffield.gov.uk)  
 Telephone: 0114 2734264

\* 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

Other telephone number

Include country code.

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

Are you:

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 you are applying so you can be employed, or for some other personal reason, such as following a hobby.

**Applicant 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

VAT number

Legal status

If your business is registered, use its registered name.  
 Put "none" if you are not registered for VAT.

Continued from previous page...

Your position in the business Home country The country where the **headquarters** of your business is located.**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 (£)

**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

SJM Limited

**Details**

Registered number (where applicable)

2686954

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



Continued from previous page...

Private Limited Company

**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.

The working title of 'City of Sheffield Music, Interaction and Culture' - COSMIC

We are applying for a premises license to provide licensable activities for a maximum of 3 days during the months May - September in either 2023 or 2024. The proposed dates for this are 2nd & 3rd June 2023 for up to 39,999 attendees each day plus staff and contractors. If the organizer needs to alter the three day proposal due to current restraints or postpone into a



Continued from previous page...

further 12 month period this can only be achieved with Local Authority approval. Admission will be by ticket or staff/contractor accreditation.

The premises will be a secured enclosed site for a music concert within the grounds of Hillsborough Park, Sheffield. The proposed site will have a stage structure, bar areas, toilets and food concessions within the fence line. Security will control entry, searching and 'blue light' access routes will provide access in case of emergency. No alcohol will be permitted to be taken off-site and security at each exit point to enforce this.

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

39999

**Section 6 of 21**

**PROVISION OF PLAYS**

See guidance on regulated entertainment

Will you be providing plays?

Yes  No

**Section 7 of 21**

**PROVISION OF FILMS**

See guidance on regulated entertainment

Will you be providing films?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start 16:00

End 22:30

Start

End

THURSDAY

Start 16:00

End 22:30

Start

End

FRIDAY

Start 16:00

End 22:30

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.

Continued from previous page...

SATURDAY

Start  End

Start  End

SUNDAY

Start  End

Start  End

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.

Music will be amplified and will be incidental to the provision of films.

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.

N/A

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.

N/A

**Section 8 of 21**

**PROVISION OF INDOOR SPORTING EVENTS**

See guidance on regulated entertainment

Will you be providing indoor sporting events?

Yes  No

**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

Continued from previous page...

**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

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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 performance of live music may be amplified or unamplified.  
Sound checks may take place from midday each day.  
Performance of live music shall take place from 4pm each day.

Continued from previous page...

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.

We are applying for a license for a single three day event either in 2023 or 2024 between the months of May to September, with notification to the relevant authorities not less than six months prior to the date of the event. Provisional dates are 2nd and 3rd June 2023.

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.

None

**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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

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.

Continued from previous page...

SATURDAY

Start	<input type="text" value="16:00"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="16:00"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the playing of recorded music take place indoors or outdoors or both? Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Indoors                     
  Outdoors                     
  Both

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 provision of recorded music will be amplified and sound checks may take place from 11 each day.  
 The provision of recorded music shall take place from 4pm each day.

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.

We are applying for a license for a single three day event either in 2023 or 2024 between the months of May to September, with notification to the relevant authorities not less than six months prior to the date of the event.  
 Provisional dates are 2nd and 3rd June 2023.

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.

None

**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**

MONDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

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.

Continued from previous page...

TUESDAY

Start  End

Start  End

WEDNESDAY

Start  End

Start  End

THURSDAY

Start  End

Start  End

FRIDAY

Start  End

Start  End

SATURDAY

Start  End

Start  End

SUNDAY

Start  End

Start  End

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.

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.

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

Continued from previous page...

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

**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

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

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.

Give a description of the type of entertainment that will be provided



Continued from previous page...

Will this 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.

State any seasonal variations for 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 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.

**Section 14 of 21**

**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.

Continued from previous page...

TUESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="16:00"/>	End	<input type="text" value="22:45"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="16:00"/>	End	<input type="text" value="22:45"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="16:00"/>	End	<input type="text" value="22:45"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="16:00"/>	End	<input type="text" value="22:45"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="16:00"/>	End	<input type="text" value="22:15"/>
Start	<input type="text"/>	End	<input type="text"/>

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.

N/A

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.

N/A

Continued from previous page...

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  /  / **Enter the contact's address**Building number or name Street District City or town County or administrative area Postcode Country Personal Licence number (if known) Issuing licensing authority (if known) **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.

Continued from previous page...

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start 16:00

End 23:00

Start

End

THURSDAY

Start 16:00

End 23:00

Start

End

FRIDAY

Start 16:00

End 23:00

Start

End

SATURDAY

Start 16:00

End 23:00

Start

End

SUNDAY

Start 16:00

End 22:30

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.

State any seasonal variations

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

N/A

*Continued from previous page...*

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.

N/A

## Section 18 of 21

### 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.

The applicant is applying for a time limited Premises License to provide the Licensable Activity for a single three day event either in 2023 or 2024 between the months of May to September, with notification to the relevant authorities not less than six months prior to the date of the event.

Provisional dates are 2nd and 3rd June 2023.

Notice of the proposed Event Days will be provided to the Licensing Authority and Responsible Authorities no less than 6 months prior to the First Event Day or such other period as may be agreed by the Licensing Authority.

The applicant will provide a draft Event Management Plan to the Safety Advisory Group at least 6 months prior to the First Event Day. The Safety Advisory Group will be provided with details of planning for the Events and will be a forum to scrutinise the plans.

A final version of the Event Management Plan will be submitted to the Safety Advisory Group no later than 28 days before the First Event Day.

The Event Management Plan shall comprise but not be limited to:

- Event Safety Management Plan
- Event Risk Assessment
- Site Schedule
- Site Plan
- Site Safety Plan
- Emergency Plan (Including Emergency Evacuation plan and Show Stop Procedure)
- Security and Stewarding Plan (including ingress and egress plans, searching as agreed with local police, deployment plan and terrorism risk assessment) as agreed with Sheffield Police.
- Drugs Policy
- Noise Management Plan (including residents hot line information and designated off site monitoring locations as agreed with Environmental Health Team)
- Fire Safety Assessment and Plan
- Adverse Weather Plan
- Medical Needs & Management Plan
- Concessions Management Plan
- Alcohol Management Plan,
- Transport and Traffic Management Plan
- Construction Phase Plan, Risk Assessments and Method Statements.
- Sanitation Plan
- Waste and Litter Management Plan (including litter management on & offsite/residential as agreed with Safety Advisory



*Continued from previous page...*

(Group)

- COVID19 management plan and risk assessment (if applicable)
- Welfare Plan (including Children and Vulnerable Adults Safeguarding Policy)

The applicant will manage the operation of the Event in accordance with the Event Management Plan with the involvement of the Event Liaison Team. Changes to the Event Management Plan, during the Event, shall be made with the consent of the Event Liaison Team.

We will pro actively promote a positive message to ticket purchasers outlining some of the points detailed below prior to the event to include; zero tolerance to drugs, under 14's with an adult, travel details and challenge 25.

No alcohol will be served in glass & all bottled drinks / canned drinks will be opened prior to service.

The applicant will appoint a residents liaison following the lodging of this Application. The applicant will begin communication with residents 5 months prior to the First Event Day with a letter providing top level information about the proposed Event together with the applicants contact information. This communication would also invite the residents to a residents meeting no later than 4 months prior to the First Event Day so that local residents have the opportunity to discuss the Event and any concerns with the applicant and the applicants Specialist Contractors such as Security, Noise Management, Traffic Management and Cleansing/Waste. A further letter will be sent to residents within 28 days of the Event with more detailed information; live event times and contact details during the event. During the event our Resident Liaison Officer will be a point of contact for residents which will link into the Event Control to give instructions to relevant contractors such as Security, Noise Management etc. The applicant will work closely with Ward Councillors, Friends of Hillsborough Park, Hillsborough Forum and the SAG to minimize impact upon the local community.

b) The prevention of crime and disorder

Suitable and experienced Security and Crowd Mngement Contractors will be appointed and will provide a Security and Crowd Management Plan which will be included in the Event Management Plan.

A security presence will be on site during the Event Period. The deployments will be agreed with Sheffield Police and will include Security Response Teams. Security will be placed off-site to help the dispersal of attendees as agreed with Sheffield Police and the Safety Advisory Group.

A search regime will be implemented on entry to the Events to search for prohibited items such as weapons or illegal substances.

We will operate a zero tolerance policy to drugs

We will operate a strict challenge 25 policy at all bars.

We will actively promote a positive message to ticket purchasers detailing the zero tolerance to drugs, Challenge 25 Policy and that under 14's must be accompanied by an adult.

No alcohol will be served in glassware and all bottled drinks and canned drinks will be opened prior to service.

The following conditions have been agreed with Sheffield Police:

- A welfare provision will be on site who will lead on safeguarding and work closely with Sheffield Children Safeguarding Partnership.
- Drinks to be provided in plastic vessels or cans. The use of glassware is not permitted.
- Supply of alcohol to run until the end of the event to allow for a slower, more controlled egress.

c) Public safety

**A suitably experienced and qualified Health and Safety Consultant will be appointed to undertake Risk Assessments and produce appropriate Method Statements which will be included in the Event Management Plan.**

**The Security and Crowd Management Plan will include measures to monitor crowd movement and promptly and effectively**

*Continued from previous page...*

Identify crowd control issues. It will also oversee the safe ingress and egress to and from the event.

A Major Incident Plan will be included within the Event Management Plan to provide details of coordination with Emergency Services and evacuation to agreed rendezvous points.

The application will appoint a suitably and experienced Medical and First Aid Contractor to provide services at the Event. This contractor will undertake a Risk Assessment and produce a Medical Risk Assessment and Plan.

The application is responsible for sanitation at the Site and facilities will include the provision and maintenance of adequate numbers of toilets, urinals and accessible toilets.

A COVID-19 Assessment and Mitigation Plan will be provided to the Safety Advisory Group for scrutiny as required, which will be based on the latest Government Guidance and Advice.

The Event Risk Assessment, Fire Safety Assessment, Management of LPG, Pyrotechnics and Special Effects will also be included in the Event Management Plan for scrutiny and approval by the Safety Advisory Group.

d) The prevention of public nuisance

The services of the UK's leading acoustic consultants; Vanguardia, have been engaged to produce a Noise Management Plan for the approval of the Environmental Protection Service.

The following conditions have been agreed with the Environmental Protection Service:

Planning for the Event:

1. The Premises Licence Holder shall appoint a suitably qualified noise consultant, to the approval of the Environmental Protection Service, to produce a Noise Management Plan (NMP). The NMP shall be produced no later than 6 weeks prior to the event and shall include details of predicted noise levels at nearest noise sensitive properties based on modelling, or actual noise measurements. The noise level predictions shall only be based on the sound system to be deployed for the event. The NMP shall detail measures for how noise will be monitored and proactively managed during the event. The appointed noise consultant shall liaise between all parties – Environmental Protection Service, Production Manager, DPS, sound system suppliers, sound engineers, Licensing Authority, on all matters relating to noise control prior to and during the event.

Prior to the Event:

2. A noise propagation test shall be undertaken with the Environmental Protection Service present, prior to the start of the event in order to set appropriate control limits at the sound mixer position. The sound system shall be configured and operated in a similar manner as intended for the event. The sound source used for the test shall be similar in character to the music most likely to be produced during the event.

3. The noise consultant shall ensure that prior to the event during any testing of equipment, minimum noise levels are emitted from the sound equipment to reduce to its lowest level any noise nuisance to local residents.

During the Event:

4. The noise consultant shall ensure that noise is monitored at the perimeter of the site (or other appropriate noise sensitive location) throughout the event, and at least during each different artist.

5. The noise consultant shall comply with any request made by a nominated officer of the Environmental Protection Service to reduce or remix sound emanating from the amplification system.

6. Facilities shall be provided on the mixing desk, or other appropriate position, for a nominated officer of the Environmental Protection Service to monitor and where necessary secure a reduction in noise level to a reasonable level.

After the Event



*Continued from previous page...*

7. A compliance/ evaluation report shall be produced within 6 weeks of the event detailing monitored noise levels during the event, compliance with agreed levels, number of complaints received and action taken as a result of complaints, recommendations for future events.

Vanguardia have been engaged to proactively manage noise on Site during the Event.

We will have a dedicated residents' phone number which will be live during all Event Operating Hours and Vanguardia will respond to residents' concerns which are received and take noise readings from these locations.

A Traffic and Transport Management Plan will be produced and included in the Event Management Plan. Travel details will be provided to ticket holders in advance of the Event.

Dispersal routes from the Event will be designed to minimise disruption to local residents and security staff will be positioned to reduce the risk of any potential antisocial behavior.

A Waste and Litter Management Plan will be provided for approval by SAG and included in the Event Management Plan. This will include litter picking services and the removal and management of waste generated by the Event.

e) The protection of children from harm

The event will operate on the basis anyone under 14 must be accompanied by an adult. This will be clearly stated on all tickets and at the point of purchase.

Any child entering with an adult will be offered a wristband and the accompanying adults telephone number written on in case they become separated during the Event.

A Welfare Provision will be situated on site who will lead on safeguarding and who will liaise closely with Sheffield Children Safeguarding Partnership.

All bars will operate a strict challenge 25 policy.

The Welfare Plan, which will include the applicants Safeguarding of Children and Vulnerable Adult Policy will be included within the Event Management Plan after approval within the Safety Advisory Group.

#### **Section 19 of 21**

#### **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 by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

**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 **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **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.
- 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.

Continued from previous page...

- 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 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, 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.

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.

## Section 20 of 21

### 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.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00\*

Band E - £125001 and over £635.00\*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

\* Fee amount (£)

16,000.00

**ATTACHMENTS****AUTHORITY POSTAL ADDRESS**

Continued from previous page...

**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**

[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	<input type="text" value="STEVE WALTON"/>
* Capacity	<input type="text" value="Event Manager"/>
Date (dd/mm/yyyy)	<input type="text" value="23.06.21"/>

*Kate Grimwood*  
KATE GRIMWOOD  
22/06/21

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/sheffield/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**





# Appendix 'B'

## Representations & Relevant Correspondence

I would like to object to SJM Concerts 2023/24 application for a live music event in Hillsborough park Sheffield for the following reason

- Hillsborough park is a community park for local residents,
- We already have Tramlines in the park and from starting construction to removing everything it takes 3-4 weeks with limited or no access to the park, any additional music events I would expect to be of similar time frame which would mean up to 2 months in the summer where the residents would be without the park
- The times stated in the application are 16:00 to 22:45, this is a residential area and noise to these times would be unacceptable, also there are a number of local primary and secondary schools which means young children will be disturbed when trying to sleep (tramlines current restrictions are 10pm Friday/Saturday and 9pm Sunday)
- Noise is a big issue for ALL concerned and in my opinion it is not acceptable to hold live music events in a local densely populated area
- The damage to the park that the event will leave is a major concern, again it takes months for the grass to repair its self after tramlines, with an additional event on it it may cause damage that can not repair its self as it won't have time to recover
- With any large event comes traffic and more vehicles etc in the area in the weeks leading up to it, this will cause more pollution in Hillsborough which is unacceptable
- When the event happens it will cause a large increase in traffic in the area, this will disrupt the local residents and cause major problems for the residents also it will increase the pollution
- 

To summarise Hillsborough is a large residential area and it is not fit to host large music events, the disruption and noise it would cause as well as the loss of public space for a significant amount of time makes it unacceptable in my opinion, Sheffield has enough designated venues to hold these sort of things without having to use residential areas, (Sheffield arena, Don Valley Bowl etc), Hillsborough park has houses so close to it people have reported windows shaking when tramlines is on, to put the local people through this more than once a year is not acceptable

Could you please confirm receipt of these objections,

Kind Regards

Simon Benton

Dear Mr Benton;

I refer to your email dated 19<sup>th</sup> July and acknowledge receipt of your representation.

Please refer to my email to you dated 12<sup>th</sup> June 2020 regarding the parameters under which the Licensing Act must operate and the procedures that must be followed.

Any representations made in relation to licensing applications must be in direct connection with any of the 4 core licensing objectives as set by the Licensing Act 2003.

The 4 core licensing objectives are:

- The Prevention of Crime & Disorder
- The Protection of Children from Harm
- The Prevention of Public Nuisance (noise)
- Public Safety

Accordingly, I must regrettably inform you that only the points relating to noise are within the remit of the Licensing Act. The other issues, whilst undoubtedly important, cannot be considered as part of this application as they are outside the scope of the Act.

You will be aware that SJM made an application for a licence last year which was subsequently withdrawn due to the pandemic. As part of that application, several Responsible Authorities (see attached) were consulted and passed comment, resulting in the agreement of several proposed licence conditions, some relating specifically to noise. As a result of that previous application, SJM have agreed to those same conditions on this application. I attach an extract from the application and would invite you to consider if these conditions alleviate any of your concerns or objections.

The Licensing Act states that if any objection or representation remains unresolved, then the council acting as the licensing authority is obliged to hold a meeting of the Licensing Sub Committee to hear the views of any objectors and the responses of the applicant before it decides whether to issue a licence. The Licensing Sub Committee is made up of three elected Councillors, supported by a solicitor. Each party will be given ample opportunity to outline and supply supporting evidence regarding either their application or objection, and may be asked questions about the same. After hearing all the available evidence, the Sub Committee will give a decision on the application.

The matters which the Licensing Sub Committee can take into consideration are restricted to the four core licensing objectives, so issues such as access to the park, whilst important, are outside the scope of the Licensing Act.

The council is obliged to follow due process as set out in the Licensing Act of 2003 and if it is not satisfied that the objectives of the act can be met then a licence must be refused.

If a hearing is to be arranged, the regulations state that it must be within 20 working days of the close of the representation period ie 22<sup>nd</sup> July consultation period end means a hearing must be held on or before Thursday 19<sup>th</sup> August 2021. Hearings are usually held in the Town Hall and a copy of the report and invitation to attend will be sent to all those who have made valid and unresolved representations.

I look forward to hearing from you further at your earliest convenience.

Regards

Matt Proctor  
Sports Grounds and Events Lead Officer  
Licensing Service  
Business Strategy and Regulation  
Sheffield City Council

Page 40

LICENSING

21 JUL 2021

SERVICE

● Parkside Road  
SHEFFIELD  
S6 2AA

email: [REDACTED]

19 July 2021

The Licensing Service  
Block C, Staniforth Road Depot  
Staniforth Road  
SHEFFIELD S9 3HD

Dear Sirs

**LICENSING APPLICATION  
S J M CONCERTS LTD, THREE DAYS BETWEEN MAY 2023 AND SEPTEMBER 2024**

I strongly object to the above application, it is one noisy event too many in Hillsborough park.

We already have:

- Farrar's Funfair. This visits twice a year in May and August. Each visit produces an incessant racket for 10 days, 8 hours a day. This is all not much more than a road-width away from the houses on Parkside Road.
- 'Tramlines' festival at the end of July which this year is monopolising the park for 3 weeks. There is the bleeping, banging and clanging during the building and dismantling of the site which takes 2½ weeks from 8.00 hours to 20.00 hours per day. This is accompanied by the persistent throbbing of generators 24/7. During the actual weekend of the concert the music penetrates the whole house and backyard. It is impossible to escape. Again all this occurs not much further than the width of the road away from the houses on Parkside Road.
- During a non-covid year there is also 'Owls in the Park' in August and a circus in September.

I accept that the park hosts certain events but another intrusive pop concert is completely over-the-top.

Yours faithfully

*Julie Birch*

Julie Birch (Mrs)

Dear Mrs Birch

I refer to your letter dated 19<sup>th</sup> July, received at this office on 21<sup>st</sup> July and acknowledge receipt of your representation.

Any representations made in relation to licensing applications must be in direct connection with any of the 4 core licensing objectives as set by the Licensing Act 2003.

The 4 core licensing objectives are:

- The Prevention of Crime & Disorder
- The Protection of Children from Harm
- The Prevention of Public Nuisance (noise)
- Public Safety

Accordingly, I must regrettably inform you that only the points relating to noise are within the remit of the Licensing Act. The other issues such as access to the park, whilst undoubtedly important, cannot be considered as part of this application as they are outside the scope of the Act.

You will be aware that SJM made an application for a licence last year which was subsequently withdrawn due to the pandemic. As part of that application, several Responsible Authorities (see attached) were consulted and passed comment, resulting in the agreement of several proposed licence conditions, some relating specifically to noise. As a result of that previous application, SJM have agreed to those same conditions on this application. I attach an extract from the application and would invite you to consider if these conditions alleviate any of your concerns or objections.

The Licensing Act states that if any objection or representation remains unresolved, then the council acting as the licensing authority is obliged to hold a meeting of the Licensing Sub Committee to hear the views of any objectors and the responses of the applicant before it decides whether to issue a licence. The Licensing Sub Committee is made up of three elected Councillors, supported by a solicitor. Each party will be given ample opportunity to outline and supply supporting evidence regarding either their application or objection, and may be asked questions about the same. After hearing all the available evidence, the Sub Committee will give a decision on the application.

The matters which the Licensing Sub Committee can take into consideration are restricted to the four core licensing objectives, so issues such as access to the park, whilst important, are outside the scope of the Licensing Act.

The council is obliged to follow due process as set out in the Licensing Act of 2003 and if it is not satisfied that the objectives of the act can be met then a licence must be refused.

If a hearing is to be arranged, the regulations state that it must be within 20 working days of the close of the representation period ie 22<sup>nd</sup> July consultation period end means a hearing must be held on or before Thursday 19<sup>th</sup> August 2021. Hearings are usually held in the Town Hall and a copy of the report and invitation to attend will be sent to all those who have made valid and unresolved representations.

I look forward to hearing from you further at your earliest convenience.

Regards

Matt Proctor  
Sports Grounds and Events Lead Officer  
Licensing Service  
Business Strategy and Regulation  
Sheffield City Council

**Matthew Proctor**

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**From:** Eamonn Ward <eamonnward@live.co.uk>  
**Sent:** 22 July 2021 07:57  
**To:** licensingservice  
**Subject:** Comment on Hillsborough Park Licensing Application  
**Attachments:** SJM Hillsborough park 2023 2024 application.jpg  
  
**Categories:** Matt, LAPOs

Hi,

Please accept the representation below on the pictured application.

Please could you briefly confirm receipt so that I know you have received it prior to the deadline tonight.

Thanks  
Eamonn Ward

Hillsborough Green Party  


Hillsborough Green Party make this representation for consideration covering impacts under all 4 licensing objectives. We note the request for a 39,999 capacity for a multi-day live music event making this a similar event to the 3 day annual Tramlines festival at the same location. We are encouraged by the conversations that we had with SJM in 2020 but seek further assurances on behalf of local residents via this licensing application process as follows:

Tramlines have responded to our comprehensive 2019 event report and recommendations by extending event information mailing and parking protection to a much wider area which is mapped here <https://tramlines.org.uk/wp-content/uploads/2021/07/A0-Traffic-Management-.pdf>. We request that this area is an agreed basic "protected" area with any small additions or subtractions then considered based on further information including experience from Tramlines 2021. Within that area businesses also need protection to allow them to operate without losing revenue - this requires additional measures to ensure their customers have access and parking.

Local residents need access to Hillsborough Park. It has been a massive boost to well being during Covid-19 but they have partial or very limited access from July 12th to July 31st for Tramlines 2021. That included a week long heatwave and the first week of the school summer holidays. Many local people think they sacrifice too much for Tramlines and an increasing number of events in the park. Residents need the shortest possible maximum period for access restrictions and we would like to see this covered in agreed conditions.

We note the issues that festival promoters are having to deal with due to Covid-19 and the need to seek more flexibility. But, linked to the above, we request that a blanket license is not granted for the whole period requested. Or if it is, it comes with agreed conditions on dates. One condition might be that the event will not be held within one month either side of the period in which Tramlines prevents full access to the park. But there are other issues to be considered. No further periods during the summer school



holidays in which access is restricted. Avoidance of Sheffield Wednesday matchdays in May, August or September. Tramlines dates for 2023 and 2024 - are they fixed? If the application could now be restricted to the stated provisional dates of June 2 & 3 2023 that should address most or all these issues.

It's not helpful to this process that the closing date for this application is the day before Tramlines 2021 begins. It's the first full capacity event having moved from about 26,000 in 2018 to 34,000 in 2019 and 40,000 in 2021. It's important that any issues arising from Tramlines 2021 are brought into this process. Hillsborough Greens will be seeking feedback from close to 3,000 households added to the "controlled area" this year and will share that with SJM as soon as we can after the event to allow any issues to be addressed via conditions. It has already become clear from the 2021 event that suitable agreed procedures to protect wildlife in the duck pond and provide access to volunteers that look after them, plus the RSPCA when needed, are lacking.

It won't come under the criteria of this process but, on behalf of local residents, we request that the impact of an increasing number of events at Hillsborough Park is examined and evaluated. Residents need an assurance that there is a ceiling on events. This is not just about access to the park. It's about noise, anti-social behaviour, traffic and parking. Many residents impacted by park events are also impacted by about 25 Sheffield Wednesday matchdays as well.

We are aware this has to be classed as an objection or it can't be considered. We hope that the issues raised here can be addressed via discussion and agreed conditioning. If that happens we hope to be in a position to withdraw this objection, if it is the sole objection, to avoid the need for a committee meeting. If there remain further objections that will not be withdrawn we will not withdraw the application so that I can speak at the meeting that will have to be held. We believe that the decision making process will benefit from our verbally outlining the specific impacts on local residents and the concerns they need reflected in any permission granted.

Eamonn Ward for Hillsborough Green Party



**From:** Eamonn Ward  
**Sent:** 06 August 2021 08:58  
**To:** Matthew Proctor  
**Subject:** More Re: Notice of Licensing Hearing & Report

Matt,

After an e-mail exchange with Rob Ballantyne, can I advise a revised position that I will withdraw my objection if that means that the meeting will not need to be held. Please contact me if that situation arises and I will confirm. If other objections remain and the meeting must go ahead, I will keep the objection in place so I can take the opportunity to speak at the meeting. So this e-mail advises that I will attend if a meeting goes ahead.

Further to my request to remove B3C from the documents. I confirm that this was an e-mail sent without any thought that it would end up in the public domain. The only submission made in the knowledge that it would end up in the public domain was the objection itself and that is the only submission I want shown in relation my objection.

Thanks  
Eamonn

**From:** Matthew Proctor <[MatthewG.Proctor@sheffield.gov.uk](mailto:MatthewG.Proctor@sheffield.gov.uk)>  
**Sent:** 22 July 2021 17:49  
**To:** Eamonn Ward <[eamonnward@live.co.uk](mailto:eamonnward@live.co.uk)>  
**Subject:** RE: Comment on Hillsborough Park Licensing Application

Good evening Eamonn – I trust you are well;

Many thanks for your email. Please find attached an extract detailing the conditions offered by SJM as part of the application. If these conditions alleviate your concerns please contact me accordingly.

I am working over the weekend if you wish to discuss matters I may be able to shed a little more light on the application for you – feel free to call me and I would be happy to meet up.

Best wishes

Matt

Matt Proctor  
Sports Grounds and Events Lead Officer  
Licensing Service  
Business Strategy and Regulation  
Sheffield City Council

**From:** Jonathan Round <[Jonathan.Round@sheffield.gov.uk](mailto:Jonathan.Round@sheffield.gov.uk)>  
**Sent:** 21 July 2021 11:12  
**To:** licensingservice <[licensing@sheffield.gov.uk](mailto:licensing@sheffield.gov.uk)>  
**Cc:** 'steve@sjmconcerts.com' <[steve@sjmconcerts.com](mailto:steve@sjmconcerts.com)>  
**Subject:** RE: Premises Grant - Cosmic - Hillsborough Park SJM Concerts SRUs 690335

Licensing Officer,

I have reviewed the application and welcome the conditions offered in the operating schedule with respect to Public Nuisance as agreed for the previous similar application.

Please could you confirm that the 7 conditions numbered in the Operating Schedule, section d) The Prevention of Public Nuisance, will appear as conditions on the licence when granted.

Regards,

Jon.

Jonathan Round  
Environmental Health Officer

Sheffield City Council  
Environmental Protection Service  
5<sup>th</sup> Floor (North)  
Howden House  
1 Union Street  
Sheffield  
S1 2SH

# Appendix 'C'

Hearing Regulations, Notices, Procedure



**Notice of hearing of representations  
in respect of the following application:  
Application to Grant a Premises Licence**

Mr Stephen Walton  
SJM Limited  
Lancashire Gate  
21 Tiviot Dale  
Stockport  
Cheshire  
SK1 1TD

By email to : Steve@SJMConcerts.com

The Sheffield City Council being the licensing authority, on the **24<sup>th</sup> June 2021** received your application in respect of the premises known as;

**Hillsborough Park, Sheffield**

During the consultation period, the Council received representations from the following authorities/interested parties:

- 3 No. Interested Parties

on the likely effect of this application and on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on **Tuesday 17<sup>th</sup> August 2021 at 10am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) Your response to the representations made, upon which you may ask and be asked questions by the parties to the hearing.
- 2) You may also be asked questions by the parties to the hearing, relating to your application for a licence.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

Dated: 5<sup>th</sup> August 2021

Signed: Matthew Proctor  
The officer appointed for this purpose  
Licensing Officer

Please address any communications to:

Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road Sheffield S9 3HD  
licensing@sheffield.gov.uk



**Notice of hearing of representations  
in respect of the following application:  
Application to Grant a Premises Licence**

Mr Simon Benton

By email : [REDACTED]

The Sheffield City Council being the licensing authority, on the 24<sup>th</sup> June 2021 received an application in respect of the premises known as;

**Hillsborough Park, Sheffield**

During the consultation period, the Council received representations from the following;

- 3 Interested Parties

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on the **17<sup>th</sup> August 2021 at 10am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representations you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD, within (5) working days before the day or the first day on which the hearing is to be held.**

Dated: 5<sup>th</sup> August 2021

Signed: Matthew Proctor  
The officer appointed for this purpose  
Licensing Officer

Please address any communications to: Licensing Service, Sheffield City Council Block C, Staniforth Road Depot Staniforth Road Sheffield S9 3HD.

[licensing@sheffield.gov.uk](mailto:licensing@sheffield.gov.uk)



**Notice of hearing of representations  
in respect of the following application:  
Application to Grant a Premises Licence**

Mrs Julie Birch  
Parkside Road  
Sheffield  
[REDACTED]

By email: [REDACTED]

The Sheffield City Council being the licensing authority, on the 24<sup>th</sup> June 2021 received an application in respect of the premises known as;

**Hillsborough Park, Sheffield**

During the consultation period, the Council received representations from the following;

- 3 Interested Parties

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on the **17<sup>th</sup> August 2021 at 10am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representations you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD, within (5) working days before the day or the first day on which the hearing is to be held.**

Dated: 5<sup>th</sup> August 2021

Signed: Matthew Proctor  
The officer appointed for this purpose  
Licensing Officer

Please address any communications to: Licensing Service, Sheffield City Council Block C, Staniforth Road Depot Staniforth Road Sheffield S9 3HD.



**Notice of hearing of representations  
in respect of the following application:  
Application to Grant a Premises Licence**

Mr Eamonn Ward

By email : 

The Sheffield City Council being the licensing authority, on the 24<sup>th</sup> June 2021 received an application in respect of the premises known as;

**Hillsborough Park, Sheffield**

During the consultation period, the Council received representations from the following;

- 3 Interested Parties

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on the **17<sup>th</sup> August 2021 at 10am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representations you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD, within (5) working days before the day or the first day on which the hearing is to be held.**

Dated: 5<sup>th</sup> August 2021

Signed: Matthew Proctor  
The officer appointed for this purpose  
Licensing Officer

Please address any communications to: Licensing Service, **Sheffield** City Council Block C, Staniforth Road Depot Staniforth Road Sheffield S9 3HD.

[licensing@sheffield.gov.uk](mailto:licensing@sheffield.gov.uk)



## Regulation 8

- (1) A party shall give to the authority within the period of time provided for in the following provisions of this regulation a notice stating –
- (a) whether he intends to attend or be represented at the hearing;
  - (b) whether he considers a hearing to be unnecessary
- (2) In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request.
- (3) In the case of a hearing under –
- (a) section 48(3)(a) (cancellation of interim authority notice following police objection), or
  - (b) section 105(2)(a) (counter notice following police objection to temporary event notice),

the party shall give the notice no later than one working day before the day or the first day on which the hearing is to be held.

- (4) In the case of a hearing under –
- (a) section 167(5)(a) (review of premises licence following closure order),
  - (b) paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence), paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate)
  - (c) paragraph 26(3)(a) of Schedule 8 (determination of application by holder of justices' licence for grant of personal licence),

the party shall give the notice no later than two working days before the day or the first day on which the hearing is to be held.

- (5) In any other case, the party shall give the notice no later than five working days before the day or the first day on which the hearing is to be held.

**Right of attendance, assistance and representation**

15. Subject to regulations 14(2) and 25, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified.

**Representations and supporting information**

16. At the hearing a party shall be entitled to –
- (a) in response to a point upon which the authority has given notice to a party that it will want clarification under regulation 7(1)(d), give further information in support of their application, representations or notice (as applicable),
  - (b) if given permission by the authority, question any other party; and
  - (c) address the authority

**Failure of parties to attend the hearing**

20. – (1) If a party has informed the authority that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.
- (2) If a party who has not so indicated fails to attend or be represented at a hearing the authority may:–
- (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
  - (b) hold the hearing in the party's absence.
- (3) Where the authority holds the hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- (4) Where the authority adjourns the hearing to a specified date it must forthwith notify the parties of the date, time and place to which the hearing has been adjourned.

**Procedure at hearing**

21. Subject to the provisions of the Regulations, the authority shall determine the procedure to be followed at the hearing.
22. At the beginning of the hearing, the authority shall explain to the parties the procedure which it proposes to follow at the hearing and shall consider any request made by a party under regulation 8(2) for permission for another person to appear at the hearing, such permission shall not be unreasonably withheld.
23. A hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless the authority considers that cross-examination is required for it to consider the representations, application or notice as the case may require.
24. The authority must allow the parties an equal maximum period of time in which to exercise their rights provided for at regulation 16.
25. The authority may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may –
- (a) refuse to permit that person to return, or
  - (b) permit him to return only on such conditions as the authority may specify,
- but such a person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.

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