



City of Westminster

Licensing Sub-Committee Report

Item No:

Date:

Licensing Ref No:

Title of Report:

Report of:

Wards involved:

Policy context:

Financial summary:

Report Author:

Contact details

13 April 2023

23/00891/LIPN - New Premises Licence

HM The Kings Coronation
Hyde Park Corner Lodge
Hyde Park Corner
London
W1J 7NT

Director of Public Protection and Licensing

Knightsbridge & Belgravia

City of Westminster Statement of Licensing Policy

None

Jessica Donovan
Senior Licensing Officer

Telephone: 020 7641 6500
Email: Jdonovan@westminster.gov.uk

1. Application

1-A Applicant and premises			
Application Type:	New Premises Licence, Licensing Act 2003		
Application received date:	10 February 2023		
Applicant:	Department Of Digital Culture, Media And Sport (DCMS)		
Premises:	HM The Kings Coronation		
Premises address:	Hyde Park Corner Lodge Hyde Park Corner London W1J 7NT	Ward:	Knightsbridge and Belgravia
		Cumulative Impact Area:	None
		Special Consideration Zone:	None
Premises description:	The application is made to support the weekend of celebrations for His Majesty The King's Coronation from 6 May 2023 through to 7 May 2023.		
Premises licence history:	This is an application for a new premises licence and as such there is no licence history.		
Applicant submissions:	<p>This application is for the South West Corner of Hyde Park with a boundary to the south along South Carriage Drive; to the east from South Carriage Drive up to the Police Observation Post; to the north following a line from the Police observation post to West Carriage Drive; and to the west along West Carriage Drive to the junction with South Carriage Drive.</p> <p>Provision is made within the application for facilities to enable the sale of alcohol within the area covered by the licence, as well the full range of regulated entertainment to facilitate the celebrations.</p> <p>The application is for a time limited licence to run from 6th to 8th May 2023.</p> <p>The applicant has provided the following submissions:</p> <ul style="list-style-type: none"> • A mediation letter and supporting documents for interested parties • Statement from [REDACTED] • Statement and supporting documents from [REDACTED] • Statement from [REDACTED] • Statement from [REDACTED] <p>A copy of the applicant's submissions can be found at Appendix 2.</p>		
Applicant amendments:	None		

1-B Proposed licensable activities and hours							
Plays:				Indoors, outdoors or both			Both
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	N/A	N/A	N/A	N/A	N/A	09:00	16:00
End:	N/A	N/A	N/A	N/A	N/A	19:00	22:30
Seasonal variations/ Non-standard timings:		N/A					

Films:				Indoors, outdoors or both			Both
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	N/A	N/A	N/A	N/A	N/A	09:00	16:00
End:	N/A	N/A	N/A	N/A	N/A	19:00	22:30
Seasonal variations/ Non-standard timings:		N/A					

Live Music:				Indoors, outdoors or both			Both
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	N/A	N/A	N/A	N/A	N/A	09:00	16:00
End:	N/A	N/A	N/A	N/A	N/A	19:00	22:30
Seasonal variations/ Non-standard timings:		N/A					

Recorded Music:				Indoors, outdoors or both			Both
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	N/A	N/A	N/A	N/A	N/A	09:00	16:00
End:	N/A	N/A	N/A	N/A	N/A	19:00	22:30
Seasonal variations/ Non-standard timings:		N/A					

Performance of Dance:				Indoors, outdoors or both			Both
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	N/A	N/A	N/A	N/A	N/A	09:00	16:00
End:	N/A	N/A	N/A	N/A	N/A	19:00	22:30
Seasonal variations/ Non-standard timings:		N/A					

Anything of a similar description to that falling within Live Music, Recorded Music and Performance of Dance:				Indoors, outdoors or both			Both	
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun	
Start:	N/A	N/A	N/A	N/A	N/A	09:00	16:00	
End:	N/A	N/A	N/A	N/A	N/A	19:00	22:30	
Seasonal variations/ Non-standard timings:			N/A					

Sale by retail of alcohol				On or off sales or both:			Both	
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun	
Start:	N/A	N/A	N/A	N/A	N/A	10:00	16:00	
End:	N/A	N/A	N/A	N/A	N/A	18:00	22:00	
Seasonal variations/ Non-standard timings:			N/A					

Hours premises are open to the public							
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	N/A	N/A	N/A	N/A	N/A	00:00	00:00
End:	N/A	N/A	N/A	N/A	N/A	23:59	23:59
Seasonal variations/ Non-standard timings:			N/A				

2. Representations

2-A Responsible Authorities	
Responsible Authority:	The Licensing Authority
Representative:	Steven Rowe
Received:	08 March 2023
<p>I write in relation to the application submitted for a new time-limited premises licence for His Majesty The Kings Coronation event due to take place across the Bank Holiday weekend from Saturday 6th May 2023 through to Monday 8th May 2023</p> <p>As a responsible authority under section 13(4) of the Licensing Act 2003 as amended under the Police and Social Responsibility Act 2011, the Licensing Authority has considered your application in full. There are discussions that need to take place in order to ensure that the event will promote the four licensing objectives:</p> <ul style="list-style-type: none">• Prevention of public nuisance;• Public safety;• Prevention of crime & disorder; and• Protection of children from harm. <p>The following licensable activities and operating times are proposed as part of this application:</p> <p>Performance of Dance Saturday: 09:00 to 19:00 Sunday: 16:00 to 22:30</p> <p>Exhibition of a Film Saturday: 09:00 to 19:00 Sunday: 16:00 to 22:30</p> <p>Performance of Live Music Saturday: 09:00 to 19:00 Sunday: 16:00 to 22:30</p> <p>Playing of Recorded Music Saturday: 09:00 to 19:00 Sunday: 16:00 to 22:30</p> <p>Anything of a similar description to Live Music, Recorded Music or Performance of Dance Saturday: 09:00 to 19:00 Sunday: 16:00 to 22:30</p> <p>Performance of a Play Saturday: 09:00 to 19:00 Sunday: 16:00 to 22:30</p> <p>Sale by Retail of Alcohol Saturday: 10:00 to 18:00 Sunday: 16:00 to 22:00</p> <p>Capacity: Approximately 49,999</p>	

This application falls under the Council's Cinemas, Cultural Venues, Live Sporting and Outdoor Spaces Policy (CCSOS1). This policy is applied for the use of an outdoor space for licensable activities and other purposes as part of or ancillary to an event. This is covered by proposed condition 11 which restricts the activities permitted by the licence to the Kings Coronation Bank Holiday weekend, or any such other dates agreed through the Kings Coronation City Operations Group' (COG).

In order to assess the application in full, it would be useful if you could address the following points and questions. It may be, based upon your response, that additional conditions may be proposed to be added to the operating schedule of the licence to ensure sufficient restrictions are in place to reflect the operation.

1. Licensable activities have been applied for Saturday to Sunday. It would be useful to understand how the activities will be utilised on all days and what intended events will be taking place on each day.
2. Will public entry to the site be via a ballot ticket only? If so, what days will be operating via a ballot system? And if not, how will entry to the site be controlled?
3. The off-sale of alcohol has been applied for – could you outline how off-sales will be operated and in what circumstances alcohol will be permitted beyond licensable remit?
4. Is there an age restriction for entry to the site? If under 18s will be permitted to the site, has this been accounted for in regards to any alcohol management/safeguarding plans? And is there any need for adult supervision by those under 18?
5. In terms of entry to the site, where are the intended queue management points and main access/egress points? It would also be useful to understand how dispersal will be managed and how individuals will be directed away from the site so as to avoid any additional pressure on special consideration zones and the West End cumulative impact area.

Furthermore, proposed condition 4 relates to drinks being sold, supplied or consumed in polycarbonate or crushable vessels unless prior exemption has been obtained for a specific event/site. It would be helpful if you could outline what specific events/sites you have in mind and intended operations – e.g. is it proposed there may be any champagne bars/VIP areas?

Through the COG meetings, further questions may be raised to ensure a comprehensive assessment of the application. However, please accept this as a formal representation to the application and I look forward to having further conversations with you via the COG in regards to the operation and conditions.

Responsible Authority:	Environmental Health Service
Representative:	Anil Drayan
Received:	09 March 2023

I refer to the application for a time limited Premises Licence for the above area for the King's Coronation event which is due to take place across the Bank Holiday weekend from Saturday 6 May 2023 until Sunday 7 May 2023.

A plan of the area to be used for licensable activities has been submitted, ref Job Ref 124*, Rev No 8, dated 22.01.2023

The following licensable activities are being sought:

1. Regulated Entertainments both indoors and outdoors on Saturday 6 May between 09:00 to 19:00 hours and on Sunday 7 May 16.00 to 22:30 hours.:
 - Plays
 - Films
 - Live Music
 - Recorded Music
 - Performance of Dance
 - Anything similar to Live Music, Recorded Music and Performance of Dance
2. Supply of Alcohol 'On and 'Off' the premises on Saturday 6 May between 10:00 to 18:00 hours and on Sunday 7 May 16.00 to 22:00 hours.

I wish to make the following representations based on the operating schedule and plans submitted:

1. The Regulated Entertainments sought and for the times requested may lead to an increase in Public Nuisance in the area and impact on Public Safety
2. The Supply of Alcohol and for the times requested may lead to an increase in Public Nuisance in the area and impact on Public Safety

Environmental Health also makes the following further comments:

The applicant has submitted satisfactory comprehensive list of conditions and Environmental Health are not looking to add to what is being proposed.

Nevertheless due to the nature of the event and its potential impact over a wide area Environmental Health feels the matter should be placed for consideration before the Licensing Sub-Committee for determination and shall therefore wait to withdraw its representations at Committee so that it can take part in any discussions that might be held there.

If you require further advice or information please contact me.

2-B Other Persons			
Name:		[REDACTED]	
Address and/or Residents Association:		[REDACTED]	
Status:	Valid	In support or opposed:	Opposed
Received:	17 February 2023		
<p>Please NO NO NO..</p> <p>There is far too much noise in this area already. Let us families enjoy the park and feel comfortable taking our kids to the park to skate, walk and enjoy the wildlife. This is FAR TOO INTRUSIVE.</p> <p>There are other venues available for this kind of activity. Please direct the applicants to other enclosed venues.</p>			
Name:		[REDACTED] <i>(Withdrawn 30th March 2023)</i>	
Address and/or Residents Association:		[REDACTED]	
Status:	Valid	In support or opposed:	Opposed
Received:	17 February 2023		
<p>Strongly object to this application. Events of this nature in the area being applied for disturb the peace of the neighbours esp at the weekends. I vehemently Object this application, Hyde Park/Speakers Corner area is not the place to do this. Neighbours want to enjoy the peacefulness of their weekends. This is noise pollution in the park. This also affects the wildlife in the park negatively. Please refuse this application under all circumstances. Those wishing to participate /run these activites should do it in an enclosed space designated specifically for this purpose. C'mon Westminster Council lets not turn our green spaces into a circus ! London is noise polluted enough esp around Park Lane and Hyde Park Corner with Winter Wonderland in the winter and Music Festival in the summer. Pls allow us neighbours some peace in the Spring and Autum. Thanks.</p> <p><i>Following the applicant's mediation letter, the interested party withdrew their representation on 30 March 2023.</i></p>			

3. Policy & Guidance

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

Policy HRS1 applies

- A. Applications within the core hours set out below in this policy will generally be granted for the relevant premises uses, subject to not being contrary to other policies in the Statement of Licensing Policy.
- B. Applications for hours outside the core hours set out in Clause C will be considered on their merits, subject to other relevant policies, and with particular regard to the following:
1. The demonstration of compliance in the requirements of policies CD1, PS1, PN1 and CH1 associated with the likelihood of the effect of the grant of a licence for later or earlier hours on crime and disorder, public safety, public nuisance and the protection of children from harm.
 2. If the application is located within a Special Consideration Zone they have demonstrated that they have taken account of the issues identified in that area and provided adequate mitigation.
 3. Whether there is residential accommodation in the proximity of the premises that would likely be adversely affected by premises being open or carrying out operations at the hours proposed.
 4. The proposed hours of the licensable activities and when customers will be permitted to remain on the premises.
 5. The proposed hours when any music, including incidental music, will be played.
 6. The hours when customers will be allowed to take food or drink outside the premises or be within open areas which form part of the premises.
 7. The existing hours of licensable activities and the past operation of the premises (if any) and hours of licensable premises in the vicinity.
 8. Whether customers and staff have adequate access to public transport when arriving at and leaving the premises, especially at night.
 9. The capacity of the premises.
 10. The type of use, recognising that some venues are more likely to impact the licensing objectives than others; for example, pubs and bars are higher risk than theatres, cinemas and other cultural and sporting venues due to the nature of the operation.
 11. The Licensing Authority will take into account the active measures proposed for a 'winding down' period including arrangements for people to be collected from the premises to travel home safely.
 12. Conditions on hours may be attached that require that the supply of alcohol for consumption on the premises ceases a suitable period of time before customers are required to leave the premises.
 13. The council, acting as the Licensing Authority, may reduce hours if, after review, it is necessary to impose conditions specifying shorter hours in order to promote the licensing objectives.
 14. Specific days for non-standard hours should be identified and justified as part of the application to allow responsible authorities and interested parties to evaluate the impact that these licensable activities may have, and to plan accordingly. The consideration of applications for later hours for Bank Holiday Mondays will take into account that later hours are generally granted for preceding Sundays and that the next day is a working day. Non-specific days

	<p>are expected to be covered by Temporary Event Notices or variation applications.</p> <p>C. For the purpose of Clauses A and B above, the Core Hours for applications for each premises use type as defined within this policy are:</p> <ol style="list-style-type: none"> 1. Casinos: Up to 24 hours a day whilst casino gaming is permitted by a premises licence under the Gambling Act 2005. 2. Cinemas, Cultural Venues and Live Sporting Premises: Monday to Sunday: 9am to 12am 3. Hotels: Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to 12am. Sunday: 9am to 10.30pm. Sundays immediately prior to a bank holiday: 9am to 12am. For the sale of alcohol to guests for consumption in hotel/guest rooms only: Anytime up to 24 hours. 4. Off licences: Monday to Saturday: 8am to 11pm. Sunday: 9am to 10.30pm. 5. Outdoor Spaces: Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to 12am. Sunday: 9am to 10.30pm. Sundays immediately prior to a bank holiday: 9am to 12am. 6. Pubs and bars, Fast Food and Music and Dance venues: Monday to Thursday: 10am to 11.30pm. Friday and Saturday: 10am to 12am. Sunday: 9am to 10.30pm. Sundays immediately prior to a bank holiday: 12pm to 12am. 7. Qualifying Clubs: Monday to Thursday: 9am to 12am.. Friday and Saturday: 9am to 12am. Sunday: 9am to 10.30pm. Sundays immediately prior to a bank holiday: 9am to 12am. 8. Restaurants: Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to 12am. Sunday: 9am to 10.30pm. Sundays immediately prior to a bank holiday: 9am to 12am. 9. Sexual Entertainment Venues and Sex Cinemas: Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to 12am. Sunday: 9am to 10.30pm. Sundays immediately prior to a bank holiday: 9am to 12am. <p>D. Core hours are when customers are permitted to be on the premises and therefore the maximum opening hours permitted will be to the same start and terminal hours for each of the days where licensable activity is permitted.</p> <p>E. For the purposes of this policy, 'premises uses' are defined within the relevant premises use policies within this statement.</p>
<p>Policy CCSOS1 (A) applies</p>	<p>A. Applications outside the West End Cumulative Zones will generally be granted subject to:</p> <ol style="list-style-type: none"> 1. The application meeting the requirements of policies CD1, PS1, PN1 and CH1. 2. The hours for licensable activities are within the council's Core Hours Policy HRS1. 3. The operation of any delivery services for alcohol and/or late-night refreshment meeting the council's Ancillary Delivery of Alcohol and/or Late-Night Refreshment Policy DEL1. 4. The applicant has clearly demonstrated that the sale by retail of alcohol and late-night refreshment will be ancillary to the venue's primary function as a cinemas, cultural and live sporting venues and outdoor space. 5. The applicant has taken account of the Special Consideration Zone Policy SCZ1 if the premises are located within a designated area.

	<p>6. The application and operation of the venue meeting the definition for a cinema, cultural venue, live sporting premises or outdoor space as per Clause C</p> <p>C. For the purposes of this policy the primary function of a cinema, cultural venue and live sporting premises is defined as:</p> <ol style="list-style-type: none"> 1. Cinema For the exhibition of feature or shorts films to an audience. 2. Cultural Venues <ol style="list-style-type: none"> a. Theatres: for the performance of plays, dramatic or other entertainment performances to an audience. b. Performance Venues: for a live performance in front of an audience which may include concert halls, comedy clubs or similar performances venues. c. Cultural Uses: for the exhibition of art (e.g. galleries), a museum, or historical building/site that is open for visitors to visit on payment. 3. Live sporting premises: the premises or the use to which the licence is intended for <ol style="list-style-type: none"> a. Live sporting events in the form of boxing and wrestling which takes place either inside or outside in the presence of an audience. b. Live sporting events that are licensable as they are being held within a building where the sport and audience are accommodated wholly or partly inside that building. c. Live sporting events that will take place outside a building, where the live sporting event is not a licensable activity but other licensable activities, are provided ancillary to that live sporting event. 4. Outdoor space The use of an outdoor space for licensable activities and other purposes as part of or ancillary to an event, small to large concerts, national significant musical concert or events (e.g. Hyde Park), Mayoral or council organised events and seasonal activities (e.g. Christmas market or Winter Wonderland). 5. For the purposes of C1 to C3 above: <ol style="list-style-type: none"> a. The sale of alcohol and late-night refreshment must be an ancillary function to the primary purpose of the venue. b. An audience may include either invited guests, members of that venue or associated organisation or members of the public who have purchased a ticket or not.
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4. Equality Implications

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

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

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

5. Appendices

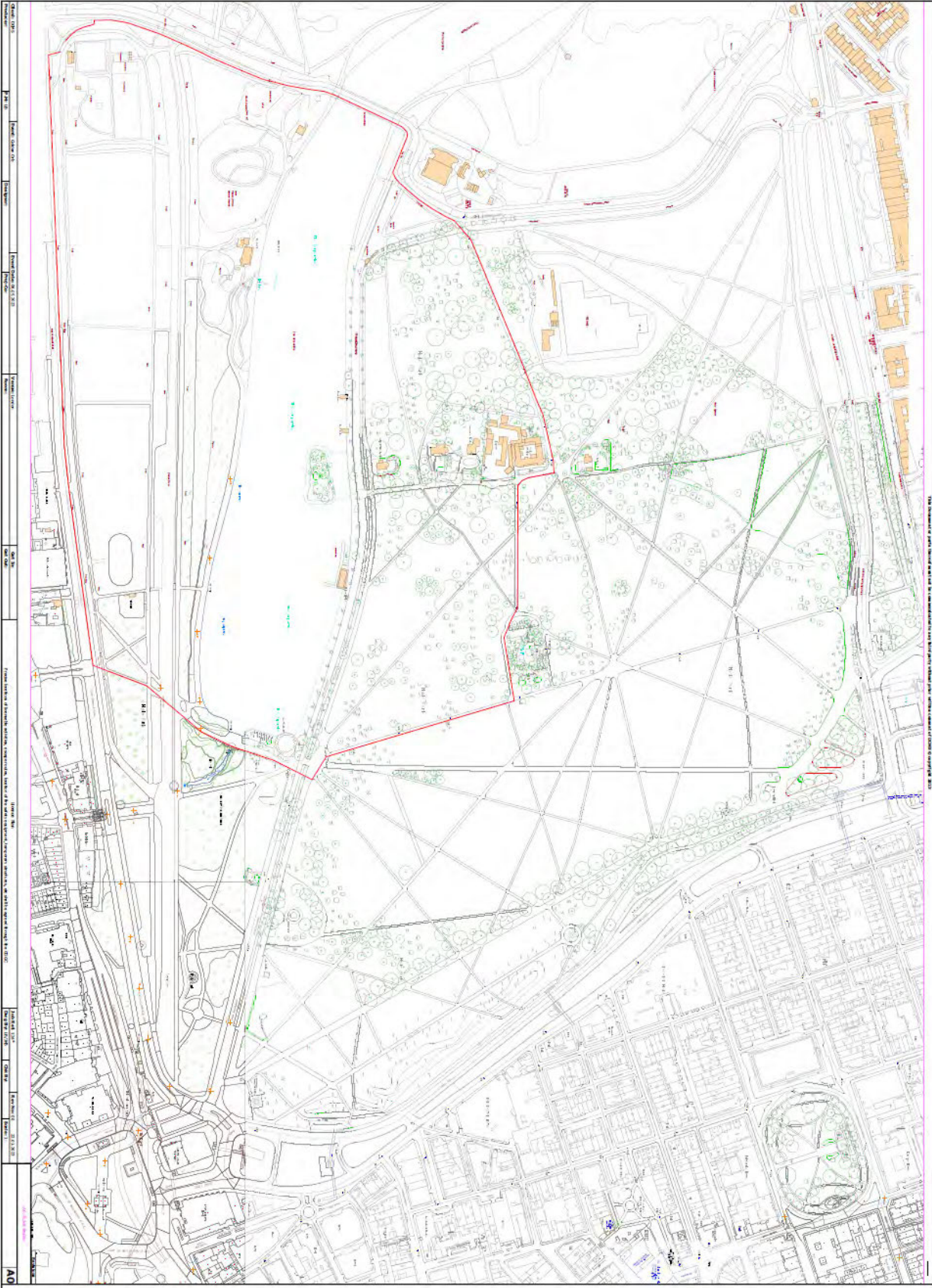
Appendix 1	Premises plans
Appendix 2	Applicant supporting documents
Appendix 3	Premises history
Appendix 4	Proposed conditions
Appendix 5	Residential map and list of premises in the vicinity

Report author:	Jessica Donovan Senior Licensing Officer
Contact:	Telephone: 020 7641 6500 Email: jdonovan@westminster.gov.uk

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

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

1	Licensing Act 2003	N/A
2	City of Westminster Statement of Licensing Policy	01 October 2021
3	Amended Guidance issued under section 182 of the Licensing Act 2003	December 2022
4	The Licensing Authority representation	08 March 2023
5	Environmental Health Service representation	09 March 2023
6	Interested party 1 representation	17 February 2023
7	Interested party 2 representation (<i>Withdrawn 30 March 2023</i>)	17 February 2023



Applicants' mediation email and documents to interested parties

Dear Sir and Madam

I am the solicitor with responsibility for the Hyde Park premises licence application to which you have objected.

I attach the following:

- Licensing notice
- Licensing application
- Conditions proposed to attach to the premises licence
- Engagement letter sent to residents within 50 metres of the event site
- Map plan disclosing the event site

As you will see this is an application to permit licensable activities to be conducted for and across the weekend of the Coronation. The application itself is made by the Government department for Digital Culture Media and Sport, who are charged with organising elements of the Coronation and the associated celebratory activities.

In broad terms the licence will allow people to come together to celebrate, in a specific part of Hyde Park outlined in red on the plan attached, on the weekend of the 6th - 7th May. The application seeks permission from 9.00 am until 7.00 pm on the Saturday and 4.00 pm until 10.30 pm on Sunday.

The Coronation itself will take place on Saturday 6 May when many thousands of visitors will congregate in the Royal Parks and along the processional route. On Sunday 7 May a live (televised) concert will take place at Windsor Castle and will be transmitted to viewing sites across the Royal Parks.

An application has also been made for Green Park which will host similar activities, albeit within sight of the Mall and the Palace.

On the weekend large screens will allow the activities being undertaken on the Saturday around Westminster, and on the Sunday at Windsor Castle, to be viewed and enjoyed by those who wish to watch collectively in the Royal Parks. The activity areas do not cover the whole of Hyde Park but instead just specific areas contained within the red line on the attached plan. The plans hopefully make this clear but are, in respect of this application, fairly described as covering the following: *The south west corner of Hyde Park with the boundary to the south along south carriage drive: to the east from south carriage drive up to the police observation post: to the north following a line from the police observation post to west carriage drive: and to the west along west carriage drive to the junction with south carriage drive.*

The conditions that are proposed were formulated following extensive pre-application consultation and dialogue with the Westminster City Council licensing and environmental health team.

These events have, as you will anticipate, been very carefully planned and programmed so as to ensure that the national celebration across this weekend can be properly and fairly observed, and celebrated. Noise consultants have been engaged and are working with the environmental health team at Westminster so as to ensure that the activities do not unreasonably intrude. Careful consideration has been given to the siting of the screens for public viewing as well as the alcohol and food dispense points from which licensable activities will be conducted.

The licence is time limited, that is to say that it will only permit activities across the Coronation weekend and the licence will lapse after the activities have finished. Whilst we are respectful of the concerns that you have made, this application is specifically directed toward allowing everyone, including families and others, to enjoy this historic event in the parks and other areas around the ceremonial footprint. We would also observe that the application is limited to an enclosed space designated specifically for the purpose, it does not extend up toward Speakers Corner.

To be clear this is not a private commercial application for a concert or similar, as perhaps your representation anticipates, but instead a celebratory venue for members of the public to enjoy this significant historical moment.

If you would wish to discuss any element of this application please do not hesitate to get in touch

Yours sincerely

Matthew

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**LICENSING ACT 2003:
APPLICATION FOR NEW PREMISES LICENCE**

Notice is hereby given that The Department for Digital, Culture, Media and Sport has applied in respect of The South West Corner of Hyde Park with a boundary to the south along South Carriage Drive; to the east from South Carriage Drive up to the Police Observation Post; to the north following a line from the Police observation post to West Carriage Drive; and to the west along West Carriage Drive to the junction with South Carriage Drive; as shown on the plan submitted with the application, for a new premises licence under the Licensing Act 2003 to allow for:

A time limited premises licence from 6th May 2023 until 7th May 2023 for the purposes of the celebration of His Majesty The King's Coronation to permit the following:

For the sale of alcohol Saturday 6th May from 10:00h until 18:00h and Sunday 7th May from 16:00h until 22:00h.

For Regulated entertainment (plays/films/live music/recorded music/performance of dance and anything similar to live music, recorded music and performance of dance) Saturday 6th May from 09:00h until 19:00h and Sunday 7th May from 16:00h until 22:30h.

The hours the premises are open to the public will be 24 hours a day for the duration of the premises licence.

Representations to this application must be made in writing, by the end of 10th March 2023, to the City of Westminster **Licensing Service, Westminster City Hall, 64 Victoria Street, London SW1E 5QP**. The public register where applications are available to be viewed by members of the public can be accessed online by visiting at www.westminster.gov.uk/Licensing and following the link to the public register. The Licensing Authority must receive representations by the date given above. The Licensing Authority will have regard to any such representation in considering the application.

It is an offence to knowingly or recklessly make a false statement in connection with this application. Persons will be liable on summary conviction to an unlimited fine.

TLT Solicitors, One Redcliff Street, Bristol, BS1 6TP

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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

I/We Department for Digital, Culture, Media and Sport (DCMS)

(Insert name(s) of applicant)

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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description	
The South West Corner of Hyde Park with a boundary to the south along South Carriage Drive; to the east from South Carriage Drive up to the Police Observation Post; to the north following a line from the Police observation post to West Carriage Drive; and to the west along West Carriage Drive to the junction with South Carriage Drive; as shown on the plan submitted with the application.	
Post town	London
Postcode	

Telephone number at premises (if any)	n/a
Non-domestic rateable value of premises	£ - No Rateable Value

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

- | | | |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | <input type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation) | <input checked="" type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |

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

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town			Postcode		
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name Department of Digital, Culture, Media and Sport (DCMS)
Address 100 Parliament Street London SW1A 2BQ
Registered number (where applicable) n/a

Description of applicant (for example, partnership, company, unincorporated association etc.) Government Department
Telephone number (if any) c/o Matthew Phipps of TLT Solicitors - 03330 060201
E-mail address (optional) c/o Matthew Phipps of TLT Solicitors – matthew.phipps@TLTsolicitors.com

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
06	05	2023

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

DD	MM	YYYY
08	05	2023

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

The South West Corner of Hyde Park with a boundary to the south along South Carriage Drive; to the east from South Carriage Drive up to the Police Observation Post; to the north following a line from the Police observation post to West Carriage Drive; and to the west along West Carriage Drive to the junction with South Carriage Drive; as shown on the plan submitted with the application.

The application is made to support the weekend of celebrations for His Majesty The King's Coronation from 6 May 2023 through to 7 May 2023.

Provision is made within the application for facilities to enable the sale of alcohol within the area covered by the licence, as well the full range of regulated entertainment to facilitate the celebrations.

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

49,999

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

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

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)

- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

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

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon				Please give further details here (please read guidance note 4)	
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	09:00	19:00			
Sun	16:00	22:30			

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
Tue			State any seasonal variations for the exhibition of films (please read guidance note 5)		
Wed					
Thur			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)		
Fri					
Sat	09:00	19:00			
Sun	16:00	22:30			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
Day	Start	Finish		
Mon			Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat				
Sun				

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)	
Mon				
Tue			State any seasonal variations for the performance of live music (please read guidance note 5)	
Wed				
Thur			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)	
Fri				
Sat	09:00	19:00		
Sun	16:00	22:30		

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
			State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Tue					
			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Wed					
Thur					
Fri					
Sat	09:00	19:00			
Sun	16:00	22:30			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	09:00	19:00			
Sun	16:00	22:30			

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)</p>			<p>Please give a description of the type of entertainment you will be providing</p>		
Day	Start	Finish	<p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</p>	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue			<p><u>Please give further details here</u> (please read guidance note 4)</p>		
Wed					
Thur			<p><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)</p>		
Fri					
Sat	09:00	19:00	<p><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)</p>		
Sun	16:00	22:30			

1

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat	10:00	18:00			
Sun	16:00	22:00			
			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name		██████████
Date of birth		██████████
Address		
██████████		
Postcode		██████████
Personal licence number (if known)		
██████████		
Issuing licensing authority (if known)		
██████████		

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5) The premises is open 24 hours a day for the duration of the event.
Day	Start	Finish	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Mon			
Tue			
Wed			
Thur			
Fri			
Sat	00:00	23:59	
Sun	00:00	23:59	

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

Please see attached

Additional plans will be submitted for each of the days with details of where the licensing activities will be carried out.

All additional plans will be accompanied with the notation such as 'Precise locations of licensing activities, escape routes, location of fire safety equipment, temporary structures etc shall be agreed through the King's Coronation City Operations Group (COG)'

b) The prevention of crime and disorder

Please see attached.

c) Public safety

Please see attached.

d) The prevention of public nuisance

Please see attached.

e) The protection of children from harm

Please see attached.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable. **(ONLINE APPLICATION)**
- 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.
- ~~[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).~~

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

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.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none">• [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, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
--------------------	--

Signature	 pp Matthew Phipps for TLT Solicitors
Date	10 th February 2023
Capacity	Solicitor for Applicant

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) Matthew Phipps TLT Solicitors One Redcliff Street			
Post town	Bristol	Postcode	BS1 6TP
Telephone number (if any)	+44(0)3330 060201		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) matthew.phipps@TLTsolicitors.com			

HM Kings Coronation

Hyde Park

Draft Operating Schedule and Schedule of proposed conditions

- **Applicant** – Department for Digital, Culture, Media and Sport

- **Description of premises**

The South West Corner of Hyde Park with a boundary to the south along South Carriage Drive; to the east from South Carriage Drive up to the Police Observation Post; to the north following a line from the Police observation post to West Carriage Drive; and to the west along West Carriage Drive to the junction with South Carriage Drive; as shown on the plan submitted with the application

- **Hours for the provision of licensable activities**

- Hours premises are open
 - 24 hours a day
- Alcohol
 - Saturday 6 May – 1000 to 1800
 - Sunday 7 May - 1600 to 2200
- Regulated entertainment (plays/films/live music/recorded music/performance of dance/anything similar to live music/recorded music/performance of dance)
 - Saturday 6 May – 0900 to 1900
 - Sunday 7 May - 1600 to 2230

Draft Schedule of Proposed Conditions

1. The King's Coronation City Operations Group' (COG) shall be set up for this event at least 2 months prior to the event starting and chaired by a representative of the City Council's City Promotions, Events and Filming Team (CPEFT) . Meetings of the COG shall be held as often and be composed of as determined by the COG:

- i. Membership of the COG shall consist of invited representatives of the following and any other appropriate and specialist advisor(s) as required by the Chair of the COG;
 - The Royal Parks
 - Designated event organiser (where the licensee is not the event organiser)
 - Westminster City Council (Environmental Health Consultation Team (EHCT) and CPEFT)
 - The Metropolitan Police Service (MPS)
 - The London Ambulance Service
 - London Fire Brigade
 - Transport for London (Underground and Surface Transport)
 - Department of Digital, Culture, Media and Sport.
- ii. The Chair of the COG may request additional sub-groups or working groups to report back on key elements as required.

The operational use of this licence to meet the licensing objectives of the Licensing Act for the major events shall be agreed through the COG process. Prior to the event starting EHCT shall provide feedback to the Licensee that the event can proceed based on canvassing carried out of the members of the COG

2. The Premises Licence Holder shall present a draft Event Management Plan (EMP) to authorised officers by 17th March 2023, or such later date as may be agreed with COG with a final version presented to the final meeting of the COG. The EMP shall include but not limited to the following:

- (a) Crowd Management Plan
- (b) Command Control and Communication
- (c) Wayfinding Signage, Branding and VMS Signs
- (d) Business and Resident (B&R) Communications
- (e) Accreditation Plan
- (f) Ticketing
- (g) Traffic Management Plan

- (h) Licences and Permits
- (i) Volunteer and Staffing
- (j) Stakeholder Operations
- (k) Team Structure
- (l) Health and Safety
- (m) Medical Operations Plan
- (n) CAD Plans
- (o) Infrastructure
- (p) Radio Communications
- (q) Insurance
- (r) Cleansing Plans

3. Save for unanticipated occurrences or emergencies, and with the agreement of relevant officer(s) of the COG the hours when the licensable activities will be carried out will be no later than the hours set out below:

a. Alcohol

i. Saturday 6 May – 1000 to 1800

ii. Sunday 7 May - 1600 to 2200

b. Regulated entertainment (plays/films/live music/recorded music/performance of dance/anything similar to live music/recorded music/performance of dance)

iii. Saturday 6 May – 0900 to 1900

iv. Sunday 7 May - 1600 to 2230

4. All drinks sold, supplied or consumed shall only be in open polycarbonate or crushable vessels unless prior exemption has been obtained in writing or by e-mail from Westminster's Environmental Health Consultation Team and/or MPS Licensing Team for a specific event or site

5. All staff involved in the sale or supply of alcohol shall be trained in the responsible sale of alcohol. The Designated Premises Supervisor and the Personal Licence Holders on duty at each bar shall in addition have ACT-E and WAVE training. The training log will be made available for inspection by MPS and licensing authority.

6. Any bars shall close immediately on the direction of the senior police officer engaged on the event.
7. Substantial food and non-intoxicating beverages, including drinking water, shall be available in all parts of the premises where alcohol is sold or supplied for consumption on the premises.
8. In relation to the sale of alcohol, a Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
9. The Premises Licence Holder shall install a comprehensive CCTV system on site in accordance with the CCTV Plan agreed with COG and in particular with the MPS. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises is open to the public. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the minimum of delay when requested. All recordings shall be stored for a minimum period of 31 days with date and time stamping, and recordings should be made available upon the request of Police or authorised officer as soon as reasonable practicable throughout the entire 31 day period.
10. The Premises Licence holder shall comply with all reasonable requirements of MPS Licensing Team, the London Fire Brigade and Westminster City Council's EHCT and CPEFT.
11. Activities permitted under this licence are intended to be across the King's Coronation Bank Holiday Weekend from Saturday 6 May 2023 until Sunday 7 May 2023 (a period of two days). Changes to the stated dates shall only be made with agreement of COG. Should the event dates be changed then this licence does not permit activities to extend for a longer period than set out above.
12. Any special effects or mechanical installations shall be arranged, operated and stored so as to minimise any risk to the safety of those using the site. The following special effects will only be used if authorised through the COG process.
 - dry ice and cryogenic fog
 - smoke machines and fog generators
 - pyrotechnics including fireworks

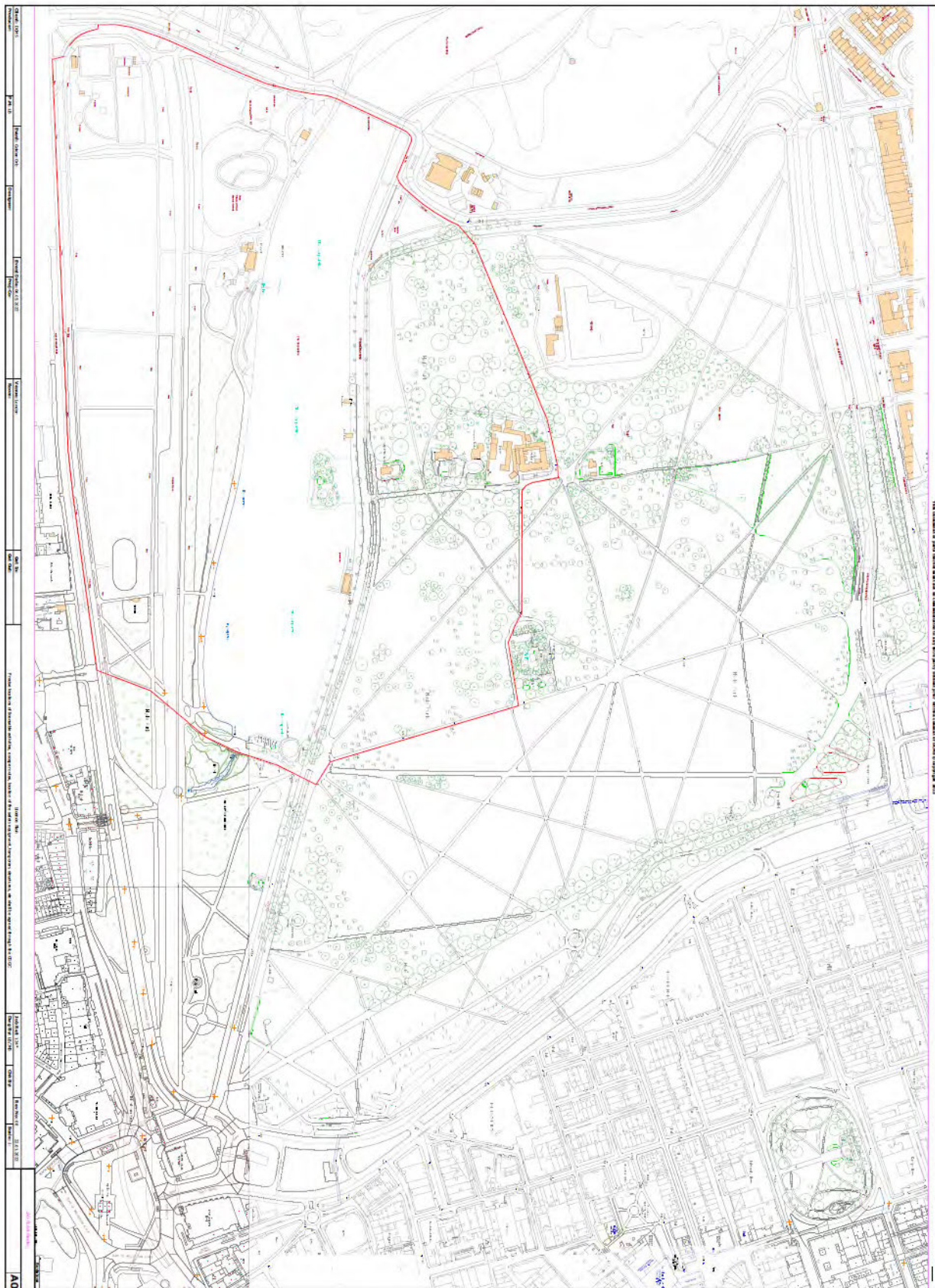
- firearms
- lasers
- explosives and highly flammable substances.
- real flame.
- strobe lighting.

13. The certificates listed below shall be submitted to the licensing authority upon written request:

- Any permanent or temporary emergency lighting battery or system
- Any permanent or temporary electrical installation
- Any permanent or temporary emergency warning system

14. Additional plans will be submitted to COG for each of the days with details of where the licensable activities will be carried out.

15. Before any concessions stand for the sale of alcohol or food opens to the public under the licence, the final plans deposited to the COG will be checked by the Environmental Health Consultation Team to ensure they are an accurate reflection of the work carried out and these plans shall also be provided to the Licensing Authority. Where minor layout changes have occurred during the course of construction new plans shall be provided to the Environmental Health Consultation Team and the Licensing Authority



DATE: 10/11/2011
PROJECT: [unreadable]
SCALE: 1:500
DRAWN BY: [unreadable]
CHECKED BY: [unreadable]
APPROVED BY: [unreadable]

A0



His Majesty King Charles III Coronation

- 1. I, [REDACTED], am Director of Ceremonials at the DCMS and make this statement in support of applications for premises licences across the weekend of the 5 – 7 May in relation to the Coronation of the King and Queen Consort.**
- 2. This statement is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.**
3. I am delighted to be Director of Ceremonials at the DCMS. I have held this role since April 2022.
4. My role as Director of Ceremonials at the DCMS involves managing large scale ceremonial events across His Majesty's Government's portfolio. In the context of the Coronation I am the lead official for planning and delivery of the event. I work directly to the joint Permanent Secretaries who are the Senior Responsible Owners for the Coronation.
5. Prior to my role as Director of Ceremonials in DCMS, I was the Director for Security, Resilience, Health and Programme Management for the COP26 unit (Cabinet Office) from February 2021 to April 2022, responsible for the security and health of over 40,000 attendees from 197 countries. Before this, I spent a significant amount of time in the Home Office from 2003 to 2021, successfully completing the Police Strategic Command Course in 2013. My roles during this time included a secondment as an Assistant Chief Officer for Lancashire Constabulary, as well as a wide variety of policing and security focused programmes.
6. The wider DCMS team has many years of experience of delivering major national events - both commemorations and celebrations. Every year, DCMS delivers Remembrance Sunday in Whitehall and parts of St James's Park, and contributes to State Visits and Royal Weddings. Most recently the DCMS has had responsibility for organising and delivering the Queen's Platinum Jubilee celebrations and large volumes of the planning and commercial commitments for the funeral of Her Late Majesty Queen Elizabeth II (Op London Bridge).

7. The team with responsibility for the delivery of the Coronation celebrations is split in to three distinct groups, including the Planning and Delivery Team (inclusive of comms), the C3 Testing and Readiness Team and the Engagement Team (inclusive of Windsor planning).
8. The team comprises individuals with significant experience of working on major events. For example, it includes those who have worked on projects including, the Commonwealth Games in Birmingham, the Platinum Jubilee and Op London Bridge. This includes colleagues that have been brought in specifically based on their event management experience in the Greater London Authority, and the Cabinet Office. Lessons learned from these events have been applied to the Coronation throughout the planning.
9. In addition to the DCMS team, we are supported by colleagues from across government and London / Windsor partners - more detail of which is outlined below.

DCMS'S ROLE

10. On the 6 May 2023 King Charles II coronation will take place at Westminster Abbey. DCMS is delighted to be supporting the Royal Household in the delivery of national opportunities to celebrate the Coronation of King Charles III and the Queen Consort.
11. The role of DCMS is as the event owner for both planning and delivery of the event. This spans both elements such as crowd management, and engagement with wider HMG stakeholders, as well as coordinating the operational delivery of the Service in Westminster Abbey, and associated processions. Alongside this, the DCMS plays a critical role in the organisation of communications and the media, as well as other projects including the Coronation Medal and The Big Help Out.

THE WIDER CORONATION TEAM

12. DCMS is delighted to be working with a range of partner organisations to deliver the Coronation events in London. Identity has been appointed as the event management contractor. Identity has global experience in the delivery of events and within London, for example, and were previously appointed to manage the delivery of the London New Years Eve celebrations in 2022/23.
13. DCMS are working closely with all major domestic broadcasters (BBC, ITN and Sky) as well as BBC Studios on production and broadcast coverage of the event
14. DCMS has been working with a wide range of London agencies and partners, including Westminster City Council officials, The Royal Parks, the Greater London Authority, Transport for London, and the Metropolitan Police Service to ensure that all events over the course of the Coronation weekend run smoothly and safely.
15. All of these partners' work is coordinated through the City Operations Group (**COG**), with the first group meeting on 10th January 2023. The City Operations Group acts as the Safety Advisory Group (**SAG**) for the event. Sitting above this is the City

Coordination Group, that focuses on aligning the tactical partners on the plans. And the London Strategic Partners Group provides strategic oversight through the senior leaders in each of the partner organisations. These can feed into national governance structures where appropriate. Supporting the COG, are a range of working groups focusing on specific areas of planning including (but not exclusive to) the route and procession, crowd management, accreditation and screen sites. These groups feed information into the COG to ensure all London partners are appropriately cited on current planning. This is the same governance structure that was successfully used for Op London Bridge.

THE CORONATION CELEBRATION

16. Although many local and regional events will take place across the UK, the focus for DCMS in respect of these applications are events taking place in and around St James's Park, Green Park and Hyde Park and including highways in the Westminster area.

17. For ease of reference, I refer to the two application sites in this statement as follows

- Green Park – this includes Green Park, St James Park, Parliament Square, Whitehall and Trafalgar Square
- Hyde Park – this covers to the south west corner of Hyde Park

18. Two events are taking place for which DCMS is applying for a Premises Licence:

Saturday 6 May 2023 - the Coronation of King Charles III

The Coronation will take place on Saturday 6 May.

Military processions will take place to and from Westminster Abbey, ending with a balcony appearance at Buckingham Palace.

There are plans to have screens within the application sites to assist in planning to maximise public engagement in the event, alongside further planning to support accessible viewing areas and welfare facilities across the event footprint.

Sunday 7 May 2023 – Concert at Windsor Castle

A live televised concert will be relayed to screens within the application sites.

The concert is due to commence at 20:30 and to end at 22:00. Welfare provisions in the area have been considered and planned for.

19. DCMS has applied for licensable activity from Friday night through to Sunday night. Our proposal is for the following activity:

Friday – an application for late night refreshment (**LNR**) has been included within the Green Park application for the Friday night into the Saturday morning

Saturday – applications for the sale of alcohol across both the Green Park and Hyde Park sites have been applied for between the hours of 10:00 and 18:00. This is accompanied by an application for the full range of regulated entertainment between 09:00 and 19:00.

Sunday - applications for the sale of alcohol across both the Green Park and Hyde Park sites have been applied for between the hours of 16:00 and 22:00. This is accompanied by an application for the full range of regulated entertainment between 16:00 and 22:30.

THE LICENSABLE ACTIVITIES

20. DCMS has applied for **late night refreshment** in Green Park only on the Friday night/Saturday morning. In early discussions with the licensing authority and other officers it was suggested that we apply for LNR as a welfare provision for any members of the public who might turn early to get a good viewing position of the Coronation procession. LNR refreshment will be provided from one of the existing outlets, set back from the main thoroughfare, in St James Park and we anticipate will be limited to tea, coffee and bacon sandwiches. Catering facilities will not be advertised, will not sell alcohol and will not open unless there are sufficient members of the public in the parks to merit opening. This is in line with the approach taken around The Platinum Jubilee celebrations.
21. Out of an abundance of caution DCMS has applied for **entertainment, for plays, films, live music, recorded music, performance of dance and anything similar to live music, recorded music and performance of dance** across the two application sites albeit that it is anticipated that the provision of any regulated entertainment will be limited and likely to only include the screen sites across Hyde Park, St James' Park and Green Park.
22. DCMS has applied for a **Licence to sell alcohol**. We are again delighted to be working in partnership with Colicci Ltd to provide a range of Food & Drink offerings within the Parks to add to the enjoyment of the viewing public on this historic occasion. Colicci is contracted to The Royal Parks and has provided food and beverage concessions in the Parks for 30 years, including at the Platinum Jubilee celebrations.

BUSINESS & RESIDENT ENGAGEMENT

23. In advance of submitting the applications for premises licences, DCMS undertook a process of business and resident engagement. We wrote to nearly 969 addresses within Westminster to share with them the plans to celebrate the Coronation. We attach a copy of that letter here (**DCMS 1**). We understand that Westminster City Council undertook a similar exercise at the outset of a licensing process.

THE EVENT MANAGEMENT PLAN

24. DCMS has commissioned Identity to develop, with a range of partners, an Event Management Plan (**EMP**). This will cover all aspects of delivery, including build schedules, health and safety checks, security and police coordination, as well as event control on the days of the events. We are pleased to be working with partners on the COG to sign-off a fully effective plan for the occasion. A copy of the draft EMP was sent to Westminster City Council on the 17 March and presented to COG on the Thursday 30th March 2023.
25. The EMP will continue to be developed during the testing phase and the plans within it will be adapted by partners. The final version will be signed off by the City Coordination Group ahead of the event.

MEETING THE FOUR LICENSING OBJECTIVES

26. DCMS is committed to ensuring a safe and secure event for everyone across the two application sites and will continue to work with the COG up to, and during the Coronation weekend itself.
27. **Prevention of Crime and Disorder** - we are working in partnership with teams in a range of expert organisations - this includes Colicci, for the sale of alcohol; Identity, our professional event management company; Westminster City Council, Events Team; the Metropolitan Police Service; the Royal Parks team; Transport for London; the Mayor's Office.
28. **Prevention of Public Nuisance** - we are working with Identity and Vanguardia to produce effective Noise Management Plans. Vanguardia have significant experience of working at events across Westminster, most recently The Queen's Platinum Jubilee and the London Half Marathon (which started and finished in Hyde Park).
29. **Protection of Children from Harm** - as well as the protections put in place within the Alcohol Management Plan, Identity will be working with TLC - an expert partner to ensure that lost children and vulnerable adults are adequately cared for. We have also engaged St John Ambulance to ensure that there is a medical provision for all members of the public within the event areas. This is supported by a fully coordinated plan with the London Ambulance Service.
30. **Public Safety** - DCMS is working with Identity to ensure that planning for crowd management is robust and proportionate. Identity has contracted three stewarding companies to support the delivery of effective crowd management across the proposed event footprint. These include, The SES Group, Showsec and Total Event Solutions.
31. DCMS fully accepts the conditions contained with the Premises Licence. Whilst all partners agree to abide by these conditions, where appropriate, DCMS is putting in place legally-binding contracts to ensure full compliance.

PRE-APPLICATION CONSULTATION

32. In the run up to the submission of the application we engaged in lengthy pre-application consultation with the Westminster City Council licensing team and the relevant responsible authorities, in particular the Police and the Environmental Health Officer. They provided significant support and assistance to colleagues and Partners. We also engaged in the licensing authorities formal pre application protocol.
33. The application conditions are modelled, significantly, on the proposals made by the licensing team and responsible authorities. As touched on above, there has been a significant dialogue with a variety of stakeholders throughout the build up to the application and indeed to the event itself.
34. That dialogue and discussion will continue after the premises licence hearing and is expressly provided for within the premises licence conditions through the COG who will continue to oversee all plans and proposals throughout the remaining weeks before the event.

COMMENTS ON REPRESENTATIONS RECEIVED

35. The applications have drawn the following representations

- Green Park
The Environmental Health Officer
The Licensing Authority as a responsible authority
- Hyde Park
The Environmental Health Officer
The Licensing Authority as a responsible authority
2 local residents

36. It is worthy of comment that the **Environmental Health Officer**, in his representation to each application states as follows

The applicant has submitted a satisfactory comprehensive list of conditions and Environmental Health are not looking to add to what is being proposed.

Nevertheless due to the nature of the event and its potential impact over a wide area Environmental Health feels the matter should be placed for consideration before the Licensing Sub-Committee for determination and shall therefore wait to withdraw its representation at Committee so that it can take part in any discussions that might be held there.

37. In their representation the **Licensing Authority** asked a series of questions. I attach at **DCMS 2** a response document to the issues and questions raised by officers in their representation. Dealing with a couple of points raised in the questions

Access to the site:

Whilst there is a public ballot for tickets to the concert in Windsor Castle on the Sunday evening, there is no public ballot for access to the application sites and access will be open to all members of the public. It is proposed that two small areas within the application sites will be by way of allocated tickets to, for example, key workers, Military veterans, police and military cadets.

Dispersal:

Access and egress to and from the site forms part of the Overall Crowd Management and Public Safety Strategy, Overall Crowd Management Plans and Emergency and Evacuation Plans. These are contained within the EMP, which is the subject of ongoing scrutiny by the COG.

Off sales

The intention for the inclusion of alcohol sales is not to encourage visitors to remove alcohol from the site but given the scale of the site, and the fact that it is not ticketed it will not be possible to ensure that anyone attending the site leaves the area without taking alcoholic drinks bought on site away with them.

All the bars will be situated well within the red line and not on the periphery of the site.

38. Two representations were received from **local residents**. On receipt we instructed our legal partners to engage with the local residents through the Licensing Authority. A copy of the response to the local residents, in which details of the nature of the application are set out, can be found at **DCMS 3**.

39. The response to the residents included the following documents:

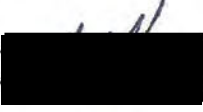
- Licensing notice
- Licensing application
- Conditions proposed to attach to the premises licence
- Engagement letter sent to residents within 50 metres of the event site
- Map plan disclosing the event site

CONCLUSION

40. DCMS has the experience and partnerships with other key stakeholders to ensure that the Coronation is celebrated safely and securely, and with the national importance and profile it deserves.

41. The applications are made to provide a celebratory venue for members of the public to enjoy this significant historical moment.

42. We are delighted to be working with experienced partners to ensure that the four licensing objectives are the cornerstones of how the events will be coordinated and delivered.

Signed: 

Date: 28/03/2023

Attachments:

DCMS 1 – Residents and Business Engagement Letter

DCMS 2 – Response to Licensing Authority Representation

DCMS 3 – Response to Residents Representation

ATTACHMENTS TO THE STATEMENT OF [REDACTED], DCMS

DCMS 1- Residents and Business Engagement Letter



Dear Resident/Business Owner

His Majesty The King's Coronation, 6th May 2023

We are writing to inform you that the Department for Digital, Culture, Media and Sport plans to submit a premise licence application to Westminster City Council to permit licensable activities (sale of alcohol, regulated entertainment and late night refreshments) within St. James' Park, The Green Park, Hyde Park and Central London. This application relates to the plans to celebrate His Majesty The King's Coronation on Saturday 6th and Sunday 7th May 2023.

Details of the main events that will take place in central London over the Coronation weekend are highlighted below, but the premises licence will only relate to activities within the parks and Westminster. Comprehensive details can be found on the DCMS website; <https://www.gov.uk/government/news/coronation-weekend-celebrations-that-will-bring-communities-together-announced>

Saturday 6th May

The Coronation service at Westminster Abbey will be followed by a ceremonial procession with opportunities for the public to line the route or follow the events from various screening locations within The Royal Parks and Central London.

Sunday 7th May

Central London, including The Royal Parks, will host screenings of the BBC concert being held in Windsor.

ATTACHMENTS TO THE STATEMENT OF [REDACTED], DCMS

DCMS 2- Response to Licensing Authority Representation

23/00844/LIPN:

The Kings Coronation –

Open Space At, Junction and Horse Guards Road and The Mall

Responses to WCC Licensing authority questions

1. Licensable activities have been applied for Friday – Sunday. It would be useful to understand how the activities will be utilised on all days and what intended events will be taking place on each day.

On Friday 5 May the only licensable activity being applied for is late night refreshment, as a welfare facility for those people who may be arriving early to get a better view of the Coronation procession

On Saturday 6 May the Coronation of King Charles III will take place at Westminster Abbey. There will be provision of catering across several hospitality compounds within the proposed licensed areas, providing a range of food and drink (alcoholic and non-alcoholic drinks). Screens placed around the application sites will relay the ceremony, and associated procession to and from Westminster from Buckingham Palace which which may also include the showing of historical film footage.

On the return to the Palace the Royal Party will later appear on the balcony of Buckingham Palace with bars closing at 18:00.

On Sunday 7 May a Concert will take place at Windsor Castle and will be relayed to the application sites. Again, the hospitality compounds within the licensed areas will be providing a range of food and drink (alcoholic and non-alcoholic). The concert will start at 20:00 and it is anticipated that the concert will end at 22:00. The sale of alcohol at both sites on these days will end at 2200

The provision of regulated entertainment throughout the course of the weekend has been applied for out of an abundance of caution and it is anticipated that what regulated entertainment that may be provided over the course of the weekend in the two application sites will be limited, and the two sites are intended to provide a celebratory venue for members of the public to be part of and enjoy this significant and historic moment.

Full details of the programme will form part of the evidence bundle to be provided to the Licensing Authority in due course and all details are, of course, shared with the COG

2. Will public entry to the site be a via a ballot ticket only? If so, what days will be operating via a ballot system? And if not, how will entry to the site be controlled?

Whilst there is a public ballot to the concert taking place at Windsor Castle on Sunday, access to the majority of the application sites is open to the public and there is no public ballot

It is proposed that two small areas will be by way of allocated tickets (e.g. for key workers, Royal British Legion/Veterans, police and military cadets)

- Grandstand in front of Buckingham Palace (approx 4,000 cap) and
- a standing ticketed area in front of Admiralty Arch (approx 400)

3. The off-sale of alcohol has been applied for – could you outline how off-sales will be operated and in what circumstances alcohol will be permitted beyond licensable remit?

The sales of alcohol will be operated from a number of bar sites within the public areas, inside the “red line” of the plan submitted with the application.

The bars will be operated by Collicci (who already operate a number of licensed units within the Royal Parks)

The bars will offer a range of alcoholic (and non-alcoholic drinks) and there will also be a number of food concessions within the application site.

The intention for the inclusion off sales is not to encourage visitors to remove alcohol from the site but given the scale of the site, and the fact that it is not ticketed (see above), it will not be possible to ensure that anyone attending the site leave the area without taking alcoholic drinks bought on site away with them. All the bars will be situated well within the red line and not on the periphery of the site

It is for this reason the off sales have been included to avoid any unintentional breaches

4. Late night refreshment has been applied for Friday: 23:00 to 05:00 as a welfare consideration. To avoid individuals being drawn to, or retained in, the area after the events, how will late night refreshment provisions be managed in terms of advertisement? And what is the scale of the provisions for late night refreshment in terms of number of kiosks and food offering?

As part of the pre application discussion, it was suggested that the provision of late night refreshment be included in the application (in line with what was applied for with the application for the Queens Platinum Jubilee) as a welfare provision for those who may be arriving at the site in the early hours of the morning.

Late night refreshment has only been applied for on the Friday night/Saturday morning (being the day of the Coronation). NO application for late night refreshment has been made in relation to the Saturday night/Sunday morning in the run up to the concert.

We anticipate that the provision of late-night refreshment will be limited to hot drinks and bacon sandwiches, or its equivalent. No alcohol will be served

There will be no external advertising of the late-night refreshment provision and it is anticipated that any late-night refreshment will be provided from one of the existing Collicci outlets in St James Park, situated away from the main thoroughfare for pedestrian traffic

5. Is there an age restriction for entry to the site? If under 18s will be permitted to the site, has this been accounted for in regards to any alcohol management/safeguarding plans? And is there any need for adult supervision by those under 18?

There is no age restriction for entry to the site and it will be open to all members of the public.

All bars will be operating a Challenge 25 policy, with appropriate signage at each bar. Each bar will have a designated bar manager, provided by the nominated bar provider by Collicci who have, for a number of years, been operating licensed units within the Royal Parks

In addition to this the EMP includes, amongst other plans, a Crowd Welfare, Safeguarding and Lost/Found Vulnerable Persons Plan

- 6. In terms of entry to the site, where are the intended queue management points and main access/egress points? It would also be useful to understand how dispersal will be managed and how individuals will be directed away from the site so as to avoid any additional pressure on special consideration zones and the West End cumulative impact area.**

Access and egress to and from the site forms part of the Overall Crowd Management and Public Safety Strategy, Overall Crowd Management Plans and Emergency and Evacuation Plans. These are contained within the EMP, which is the subject of on going scrutiny by the COG

- 7. Furthermore, proposed condition 4 relates to drinks being sold, supplied or consumed in polycarbonate or crushable vessels unless prior exemption has been obtained for a specific event/site. It would be helpful if you could outline what specific events/sites you have in mind and intended operations – e.g. is it proposed there may be any champagne bars/VIP areas?**

It is anticipated that there will be no requirement to take advantage of the request to seek an exemption from the requirement to sell drinks in polycarbonate or crushable vessels

The addition of this condition was included out of an abundance of caution in the event that there may be the need to ask for this exemption.

Should any request be made then this will be supported by information and details as to how these specific areas will operate

23/00891/LIPN

The Kings Coronation

Hyde Park Corner

Responses to WCC Licensing authority questions

1. Licensable activities have been applied for Friday – Sunday. It would be useful to understand how the activities will be utilised on all days and what intended events will be taking place on each day.

On Friday 5 May the only licensable activity being applied for is late night refreshment, as a welfare facility for those people who may be arriving early to get a better view of the Coronation procession

On Saturday 6 May the Coronation of King Charles III will take place at Westminster Abbey. There will be provision of catering across several hospitality compounds within the proposed licensed areas, providing a range of food and drink (alcoholic and non-alcoholic drinks). Screens placed around the application sites will relay the ceremony, and associated procession to and from Westminster from Buckingham Palace which which may also include the showing of historical film footage.

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The provision of regulated entertainment throughout the course of the weekend has been applied for out of an abundance of caution and it is anticipated that what regulated entertainment that may be provided over the course of the weekend in the two application sites will be limited, and the two sites are intended to provide a celebratory venue for members of the public to be part of and enjoy this significant and historic moment.

Full details of the programme will form part of the evidence bundle to be provided to the Licensing Authority in due course and all details are, of course, shared with the COG

2. Will public entry to the site be a via a ballot ticket only? If so, what days will be operating via a ballot system? And if not, how will entry to the site be controlled?

Whilst there is a public ballot to the concert taking place at Windsor Castle on Sunday, access to the majority of the application sites is open to the public and there is no public ballot

It is proposed that two small areas will be by way of allocated tickets (e.g. for key workers, Royal British Legion/Veterans, police and military cadets)

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- a standing ticketed area in front of Admiralty Arch (approx 400)

3. The off-sale of alcohol has been applied for – could you outline how off-sales will be operated and in what circumstances alcohol will be permitted beyond licensable remit?

The sales of alcohol will be operated from a number of bar sites within the public areas, inside the “red line” of the plan submitted with the application.

The bars will be operated by Collicci (who already operate a number of licensed units within the Royal Parks)

The bars will offer a range of alcoholic (and non-alcoholic drinks) and there will also be a number of food concessions within the application site.

The intention for the inclusion off sales is not to encourage visitors to remove alcohol from the site but given the scale of the site, and the fact that it is not ticketed (see above), it will not be possible to ensure that anyone attending the site leave the area without taking alcoholic drinks bought on site away with them. All the bars will be situated well within the red line and not on the periphery of the site

It is for this reason the off sales have been included to avoid any unintentional breaches

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All bars will be operating a Challenge 25 policy, with appropriate signage at each bar. Each bar will have a designated bar manager, provided y the nominated bar provider by Collicci who have, for a number of years, been operating licensed units within the Royal Parks

In addition to this the EMP includes, amongst other plans, a Crowd Welfare, Safeguarding and Lost/Found Vulnerable Persons Plan

6. In terms of entry to the site, where are the intended queue management points and main access/egress points? It would also be useful to understand how dispersal will be managed and how individuals will be directed away from the site so as to avoid any additional pressure on special consideration zones and the West End cumulative impact area.

Access and egress to and from the site forms part of the Overall Crowd Management and Public Safety Strategy, Overall Crowd Management Plans and Emergency and Evacuation Plans. These are contained within the EMP, which is the subject of on going scrutiny by the COG

7. Furthermore, proposed condition 4 relates to drinks being sold, supplied or consumed in polycarbonate or crushable vessels unless prior exemption has been obtained for a specific event/site. It would be helpful if you could outline what specific events/sites you have in mind and intended operations – e.g. is it proposed there may be any champagne bars/VIP areas?

It is anticipated that there will be no requirement to take advantage of the request to seek an exemption from the requirement to sell drinks in polycarbonate or crushable vessels

The addition of this condition was included out of an abundance of caution in the event that there may be the need to ask for this exemption.

Should any request be made then this will be supported by information and details as to how these specific areas will operate

ATTACHMENTS TO THE STATEMENT OF [REDACTED], DCMS

DCMS 3- Response to Residents Representation

Ewen Macgregor

From: Matthew Phipps
Sent: 16 March 2023 17:18
To: Rowe, Steven: WCC
Cc: Ewen Macgregor
Subject: Licensing application - Coronation of the King and Queen Consort (Coronation)
Attachments: FINAL Public Notice KC Hyde Park 090223.doc; 10022023
1012094F93PXGN151JV_Attachment-3.pdf; 10022023
1012094F93PXGN151JV_Attachment-4.pdf; 10022023
1012094F93PXGN151JV_Attachment-2.pdf; Draft OGO B&R letter to support app
25Jan23 (2).docx

Dear Steve

Please can you pass this to the two residential objectors to the Hyde Park application (as addresses we have don't appear to be complete).

Best wishes

Matthew

Dear Sir and Madam

I am the solicitor with responsibility for the Hyde Park premises licence application to which you have objected.

I attach the following:

- Licensing notice
- Licensing application
- Conditions proposed to attach to the premises licence
- Engagement letter sent to residents within 50 metres of the event site
- Map plan disclosing the event site

As you will see this is an application to permit licensable activities to be conducted for and across the weekend of the Coronation. The application itself is made by the Government department for Digital Culture Media and Sport, who are charged with organising elements of the Coronation and the associated celebratory activities.

In broad terms the licence will allow people to come together to celebrate, in a specific part of Hyde Park outlined in red on the plan attached, on the weekend of the 6th - 7th May. The application seeks permission from 9.00 am until 7.00 pm on the Saturday and 4.00 pm until 10.30 pm on Sunday.

The Coronation itself will take place on Saturday 6 May when many thousands of visitors will congregate in the Royal Parks and along the processional route. On Sunday 7 May a live (televised) concert will take place at Windsor Castle and will be transmitted to viewing sites across the Royal Parks.

An application has also been made for Green Park which will host similar activities, albeit within sight of the Mall and the Palace.

On the weekend large screens will allow the activities being undertaken on the Saturday around Westminster, and on the Sunday at Windsor Castle, to be viewed and enjoyed by those who wish to watch collectively in the Royal Parks. The activity areas do not cover the whole of Hyde Park but instead just specific areas contained within the red line on the attached plan. The plans hopefully make this clear but are, in respect of this application, fairly described as covering the following: *The south west corner of Hyde Park with the boundary to the south along south carriage drive: to the east from south carriage drive up to the police observation post: to the north following a line from the police*

observation post to west carriage drive: and to the west along west carriage drive to the junction with south carriage drive.

The conditions that are proposed were formulated following extensive pre-application consultation and dialogue with the Westminster City Council licensing and environmental health team.

These events have, as you will anticipate, been very carefully planned and programmed so as to ensure that the national celebration across this weekend can be properly and fairly observed, and celebrated. Noise consultants have been engaged and are working with the environmental health team at Westminster so as to ensure that the activities do not unreasonably intrude. Careful consideration has been given to the siting of the screens for public viewing as well as the alcohol and food dispense points from which licensable activities will be conducted.

The licence is time limited, that is to say that it will only permit activities across the Coronation weekend and the licence will lapse after the activities have finished. Whilst we are respectful of the concerns that you have made, this application is specifically directed toward allowing everyone, including families and others, to enjoy this historic event in the parks and other areas around the ceremonial footprint. We would also observe that the application is limited to an enclosed space designated specifically for the purpose, it does not extend up toward Speakers Corner.

To be clear this is not a private commercial application for a concert or similar, as perhaps your representation anticipates, but instead a celebratory venue for members of the public to enjoy this significant historical moment.

If you would wish to discuss any element of this application please do not hesitate to get in touch

Yours sincerely

Matthew

Matthew Phipps
Partner
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[Linkedin](#)
www.TLT.com

<https://www.gov.uk/government/consultations/licensing-act-2003-regulatory-easements/consultation-licensing-act-2003-regulatory-easements-accessible>

<https://www.gov.uk/government/consultations/licensing-act-2003-regulatory-easements/consultation-licensing-act-2003-regulatory-easements-accessible#about-this-consultation>

Department for Culture, Media and Sport (“DCMS”)

The Kings Coronation

Application for grant of premises licences

Westminster City Council

Application reference numbers

23/00844/LIPN (Green Park)

23/00891/LIPN (Hyde Park)



STATEMENT OF [REDACTED]

1. I, [REDACTED]
[REDACTED] make this statement in support of an application by the DCMS for premises licences in relation to the Kings Coronation celebrations over the weekend of the 5 – 7 May 2023
2. This statement is true to the best of my knowledge and belief, and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.

Background

3. As a Project Director and Creative Director, I have led the creation and delivery of some of the world's most highly acclaimed, broadcast public events, ceremonies and brand experiences,
4. I have been responsible for building and leading many world-class, international teams of creators, designers, performers, technicians and producers.

5. A selection of projects of note on which I have played a significant leadership role include the Hong Kong Handover & Farewell; the ceremonies for the Athens 2004 and the Beijing 2008 Olympic Games; the Manchester 2002, Melbourne 2006, Glasgow 2014 and Gold Coast 2018 Commonwealth Games; the FIFA World Cup and FIFA Confederations Cup in South Africa and more than 6 editions of the Mayor of London's New Year's Eve Celebrations.
6. Most recently I was Project Director for COP 26 United Nations Climate Change Conference Glasgow 2021, show Director for Her Majesty the Queen's Platinum Jubilee Pageant and Project Director for the world's largest citywide light art festival, Noor Riyadh 2022.
7. The Identity Group has over 20 years global experience of project managing and running large-scale, high-profile events. The services that Identity provides include, but are not limited to project management, creative services, design and build, operations, technical services, logistics and on-site support.
8. Identity has previous invaluable experience working with government bodies and global brands including the Foreign, Commonwealth and Development Office, Department of Transport, as well as internationally recognised brands including Google, Apple and Rolls Royce.
9. We were proud to have been awarded The Queens Award for Enterprise: International Trade 2020. The business has also received wider industry recognition.
10. In recent years, by way of example, Identity has provided support for the following events:
 - Mayor of London New Year's Eve 2022
Full infrastructure delivery including show, ticketing, security, crowd management, welfare and Health and Safety
 - The 47th G7 Summit, 2021
Full production and infrastructure delivery for one of the first major international summits to take place after the pandemic.
 - COP 26 United Nations Climate Change Conference Glasgow 2021
Production of the UK's largest ever event
11. More details about Identity's involvement with these, and other events, can be found at <https://identityglobal.com/experience/>
12. I have also attached at **DZ 1** a brochure setting out the background to Identity and some of the recent events that Identity has been involved in

Identity and DCMS

13. Following a competitive tender process conducted at the end of 2022, the Department for Culture, Media & Sport (DCMS) appointed Identity as the Event Management Provider to assist in the planning and delivery of the ceremonial event for the Coronation of His Majesty King and Her Majesty the Queen Consort.
14. Identity's scope of work includes supporting all areas of activity for which DCMS has planning and delivery responsibility. From a planning perspective this extends from the time of commencement of the contract through to the event conclusion and final de-rig of the event.
15. The planning phase includes all the pre-planning associated with the deliverables and the testing and exercising programme.
16. The delivery phase includes the scheduled build, tests and rehearsals, the day of the Coronation and associated weekend celebrations (in London) and the derig.
17. Identity is working collaboratively with the DCMS and partners to achieve the event objectives:
 - To celebrate and explain the constitutional, historic, and spiritual significance of the Coronation
 - To illustrate and reflect The Sovereign's constitutional position as Head of State of the UK, the 14 Realms, the UK Overseas Territories, and the Crown Dependencies
 - To demonstrate the role of The King on the wider global stage, as Head of State, Head of Nation and Head of the Commonwealth and showcase the best of the United Kingdom to the world
 - To reflect the modern, diverse, multi-faith United Kingdom and particularly promote the themes of youth, community, diversity, and sustainability
18. In addition, through the course of our activity we will:
 - Actively manage potential impacts on the environment and local community and identify opportunities to deliver environmental and social value
 - Provide an accessible and inclusive setting for all
 - Ensure a safe and secure atmosphere

- Encourage sustainable behaviour, including the promotion of responsible sources and responsible use of resources throughout the supply chain
- Leave a positive legacy.

Identity's scope of work on The Coronation of His Majesty The King and Her Majesty The Queen Consort

19. Identity's scope of work includes the coordination and management all elements of event planning and operational delivery associated with the Coronation, in collaboration with DCMS and all stakeholders.

20. Identity will work as part of a wider team of partners, key stakeholders and experts with existing relationships, expertise and knowledge; working openly and collaboratively together, as one team, to plan and deliver a successful event.

21. Identity has overarching management of the event in terms of:

- Operational planning, logistics, delivery and event control
- Developing a Readiness and Testing programme
- Collaborating with DCMS and partners to develop a C3 structure for the delivery period which including reporting process, escalation communications and tracking/logging for all relevant stakeholders
- Design and implement a comprehensive radio communications structure to support the C3 plan (control room and on the ground operations)
- Developing contingency plans for a range of possible scenarios
- There will be a requirement for strong information security and effective processes to ensure elements of the plan do not enter the public domain

22. Key responsibilities include:

- Access and Accreditation (vehicles and people)
- Business and resident engagement
- CAD drawings

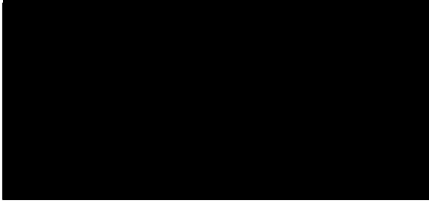
- Coordination of multi-agency plans
 - Coronation Theatre (Westminster Abbey) - design and construction
 - Crowd and visitor management plan
 - Crowd welfare
 - Event Management Plan
 - Event safety and CDM
 - Licencing and permissions
 - Look and Feel
 - Management of all DCMS-owned infrastructure
 - Media facilities - design and construction
 - Overall event planning
 - PA and AV requirements
 - Project Management
 - Radio communications
 - Signage and wayfinding
 - Staffing and Volunteer Management
 - Stakeholder consultation
 - Stewarding and security
 - Technical Production
 - Ticketed Spectator infrastructure (including grandstands and viewing platforms)
 - Ticketing
 - Traffic Management
 - Vehicle management
23. To fulfil its delivery responsibilities, Identity has built a large team of talented and experienced event professionals, to design and deliver all aspects of the event plan, ensuring a robust overall project management foundation, quality control and safe delivery across the event footprint.

Identity and the premises licence application process for the Kings Coronation

24. Reporting to me are [REDACTED] (Lead Producer) and [REDACTED] (Operations Director). Together, they have responsibility for managing the operations team. They have also had primary responsibility for the delivery of the premises licenses and have been the main point of contact between Identity, Westminster City Council, relevant stakeholders and TLT solicitors who have been instructed by the DCMS to make the applications for the premises licenses.
25. I have attached at **DZ 2** a document setting out details of their roles and responsibilities and their engagement in the licensing process.
26. I have also attached to this statement the following documents:
- **DZ 3** Event Management Plan index
 - **DZ 4** Noise Management Plan – Green Park
 - **DZ 5** Noise Management Plan – Hyde Park
 - **DZ 6** Letter to local residents and businesses (with polygram)
27. More details and an explanation of these can be found in document **DZ 2 – Identity and the Premises Licence Applications.**

Conclusion

28. Identity has a respected track record of the delivery of projects of scale and significance. and
29. We are delighted to be working with the DCMS and honoured to be support the operational delivery of the Coronation of His Majesty The King and Her Majesty The Queen Consort.
30. Identity has been working closely with all stakeholders will continue to do so through the COG, to ensure the development and delivery of the EMP up to and throughout the Kings Coronation weekend of celebrations, to ensure the safe and successful delivery of this prestigious and historic event, in a manner that does our stakeholders, the City and the UK proud.



.....



Dated the 3rd day of April 2023

Attachments:

- DZ 1** Brochure
- DZ 2** Identity and the premises licence application process for the Kings Coronation
- DZ 3** Event Management Plan index
- DZ 4** Noise Management Plan – Green Park
- DZ 5** Noise Management Plan – Hyde Park
- DZ 6** Letter to local residents and businesses (with polygrams)

Department for Culture, Media and Sport (“DCMS”)

The Kings Coronation

Application for grant of premises licences

Westminster City Council

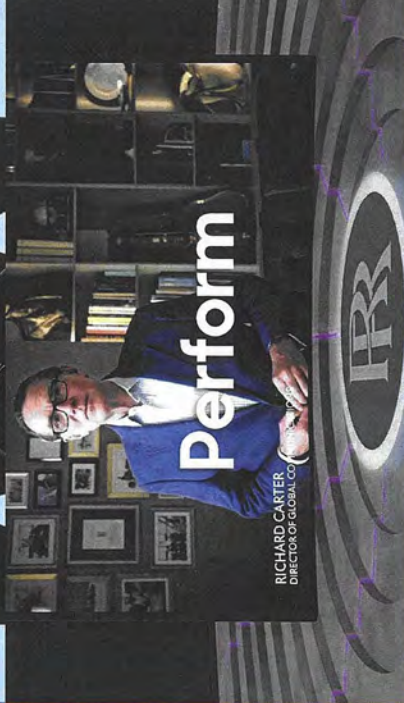
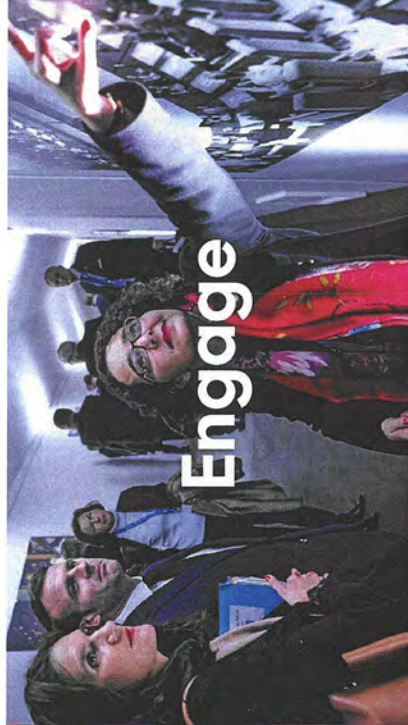
Application reference numbers

23/00844/LIPN (Green Park)

23/00891/LIPN (Hyde Park)

ATTACHMENTS TO THE STATEMENT OF [REDACTED]

DZ 1 Brochure

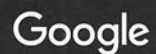


IDENTITY

A valued partner

From SME to the UK's No.1 live events agency, Identity is trusted by government bodies and global brands.

The human experience agency

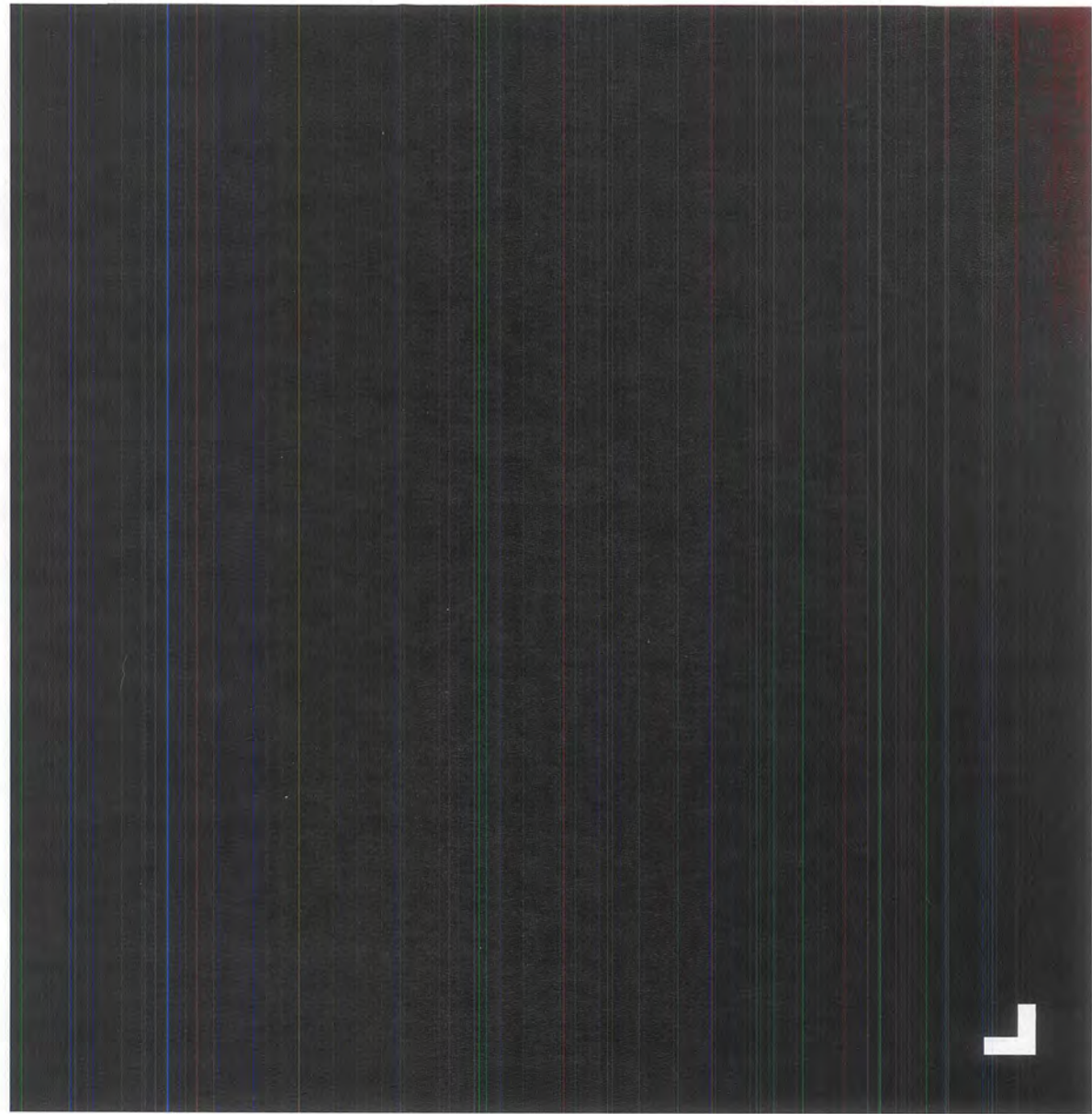


With industry recognition



End-to-End Event Delivery

- 20+ years of demonstrable large scale, high profile, global events expertise
- Full-service 360° capabilities all under one roof, underpinned by best-in-class project management and robust processes
- Exemplary audience and customer experience skills that create pioneering human experiences
- 150+ full time members of staff, UK and UAE offices
- Experts in brand positioning and executing exceptional, truly immersive experiential events across physical and digital spaces
- Our experiences put people first, tracking, analysing and optimising, to ensure that return is maximised on every engagement



Services



Full Service Delivery

- Project Management and end-to-end experience design and build
- Delegate management
- Contract management
- Transparent financial reporting
- 3D design & visualisation, graphic design & artworking
- Technical logistics
- Onsite support



Creative Development

- Blending creative ideation with technological innovation
- Award-winning creative and design
- Visual direction
- Digital content design and production
- Construction drawings with structural calculations
- Programme and content design



First Class Production

- Technical equipment hire including large scale LED walls, screens, sound, IT infrastructure
- Hire of lighting, high-level signage, rigging and flown audio solutions
- Strong and professional HSSE ethos and documentation process.
- Furniture hire or fabrication
- Shipping & waste management



Onsite Expertise

- Trade show stand fabrication
- Event freight and logistics
- Secure storage and maintenance of trade show stand
- Organiser and Venue liaison
- Onsite services – Power, Internet connectivity, water and waste



Measurability

- Track experience effectiveness across channels, audiences and time
- Critical metrics and KPIs
- Data capture & analytics
- Digital dashboards
- Evaluation
- Continuous improvement



Future Strategy

- Informed by behavioural economics and brand planning processes
- Audience insights
- Granular segmentation
- Data & analytics
- User need-states
- Journey mapping

Our Portfolio

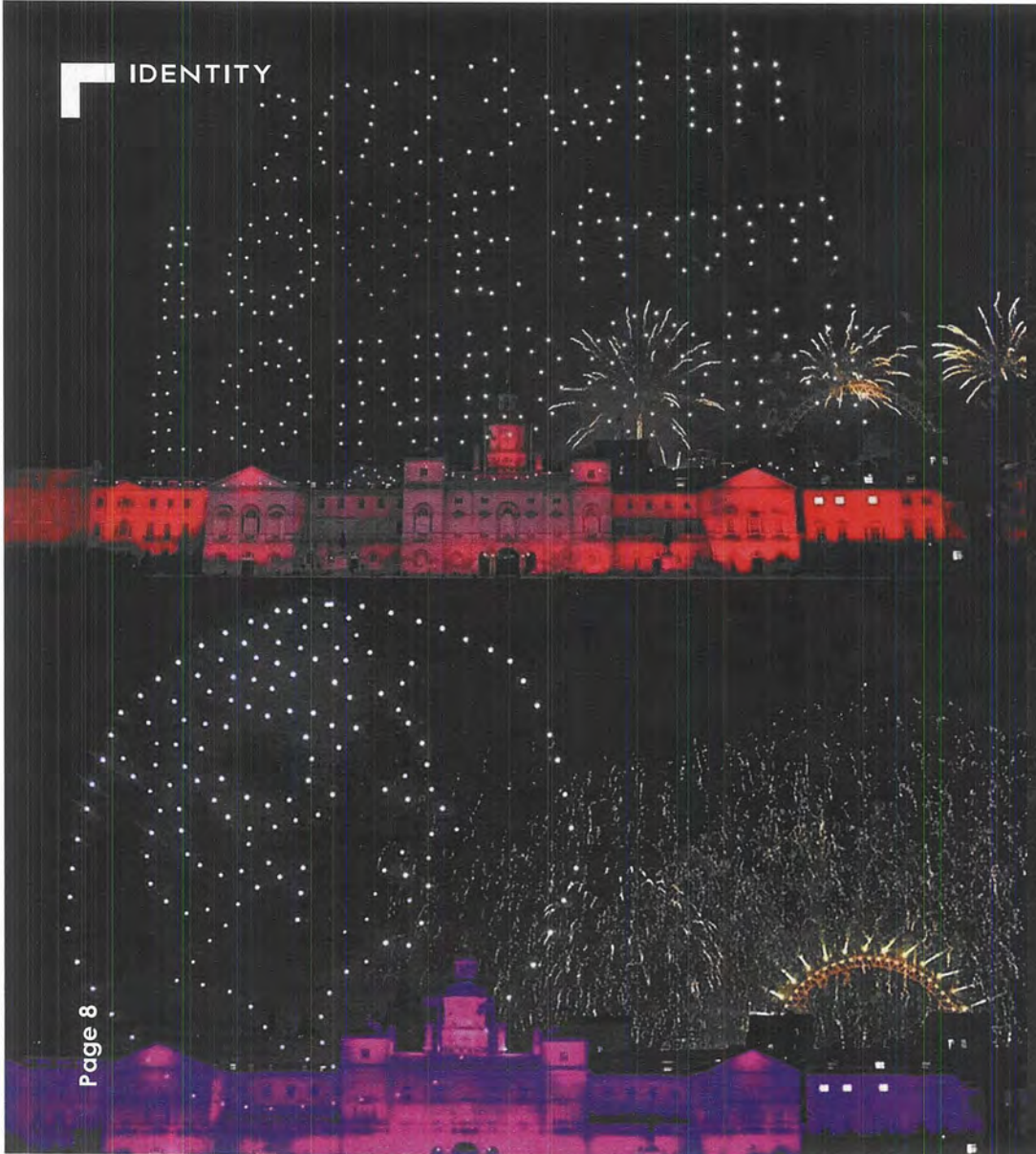




IDENTITY



IDENTITY



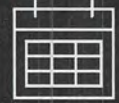
Page 8



Lasting **12** minutes long



More than **12,000** fireworks



Largest annual fireworks display in Europe



Only **4.5 months** in planning



400 drones above Horse Guards Parade



Rigging on London Eye from **4pm-10pm** on 31st



South bank spectacle to a live audience of over **100k**



More than **25 tonnes** of equipment is used to rig the pyrotechnic effects



Full infrastructure delivery including ticketing, security, welfare and H&S

London NYE Fireworks, London 2022



IDENTITY



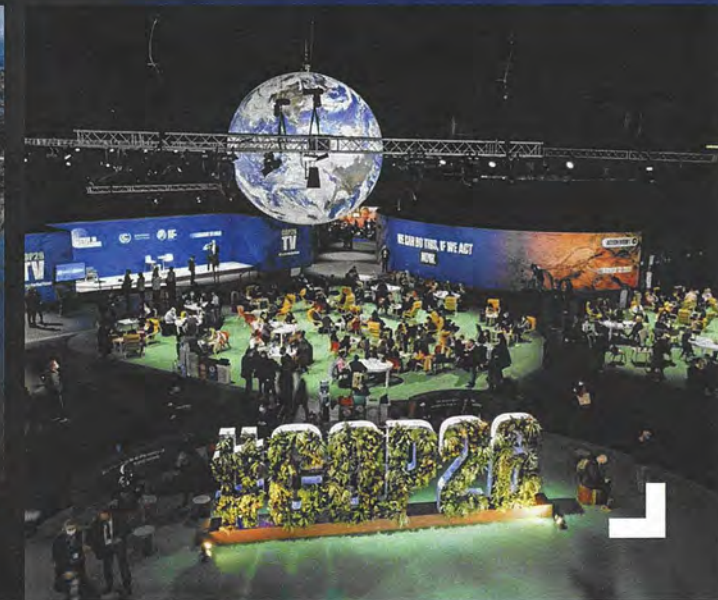
“

We would like to extend to you our appreciation for the support of the Identity team and their extraordinary efficiency, flexibility and friendly manner.

Director Conference Affairs Services, United Nations



COP26 United Nations Climate Change Conference, Glasgow 2021



IDENTITY

COP26

That's a wrap!

What was involved?

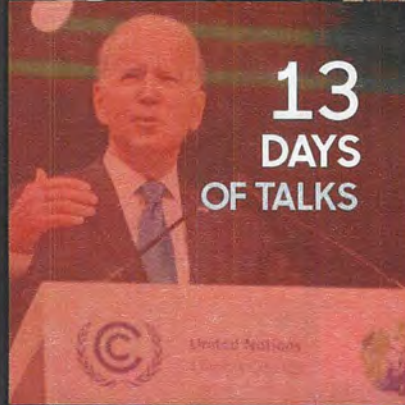
Here are some of the numbers surrounding Identity's production of the UK's largest ever event



40,000
ATTENDEES



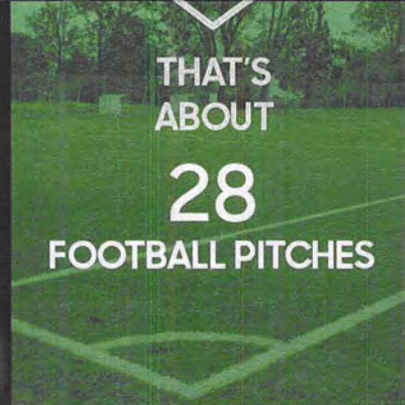
200,000m² BUILD SPACE



13
DAYS
OF TALKS



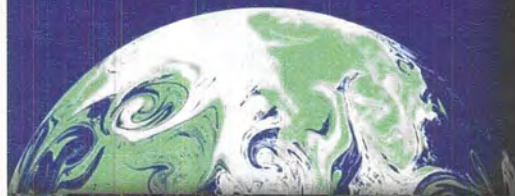
300
MEETING ROOMS



THAT'S ABOUT
28
FOOTBALL PITCHES



484 RECYCLING BINS
330 WATER FOUNTAINS
1,124 TOILETS

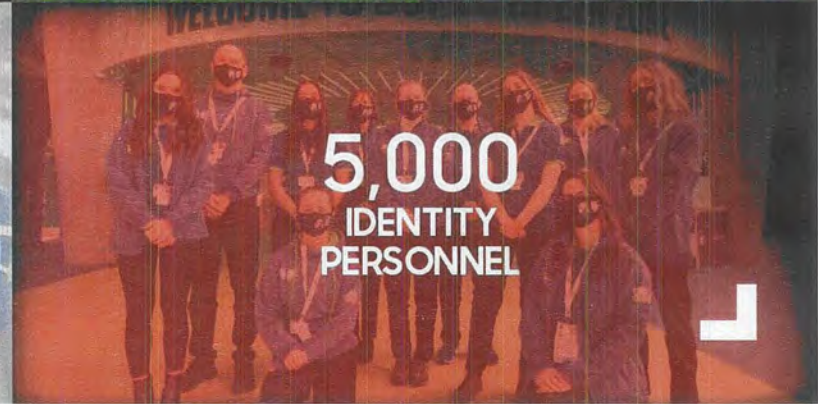


50+
PURPOSE-BUILT
STRUCTURES



1,000
VOLUNTEERS

FROM OVER
10,000
APPLICATIONS



5,000
IDENTITY
PERSONNEL





UK Presidency Pavilion

United Nations Climate Change Conference, Glasgow 2021

In addition to Identity delivering COP26 in Glasgow, we worked with the UK Government to deliver their UK Presidency Pavilion.

The double story pavilion was able to change personality for each of the daily themes via digital content, soundscapes and lighting FX.

The space boasted a seminar room, changeable showcases alongside a VIP hospitality space on the upper level.





British Fashion Council

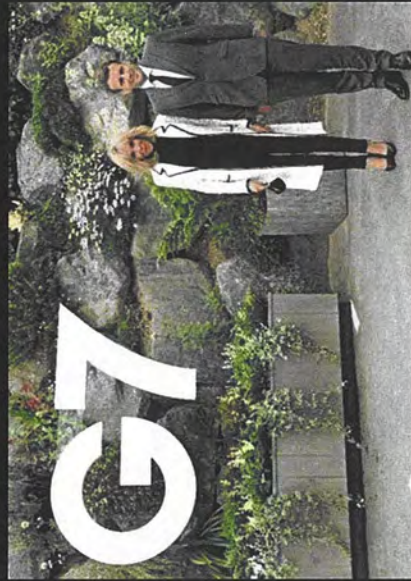
GREAT Fashion for Climate Action, Glasgow 2021

Identity worked with GREAT and the British Fashion Council on this unique event with an exclusive audience. In a wide-ranging display of UK innovation, a cross-section of designers and brands came together to showcase how the fashion sector is making a contribution to sustainability and climate goals.

Identity provided technical production, graphics, design and build, logistics (transport, install, dismantle) and installation/technical staffing. As a production partner for the whole COP26 conference, Identity was able to ensure a seamless and holistic fit with the wider objectives and look and feel of COP26, and to ensure against any bottlenecks or supply chain restrictions. Identity also creatively utilised local supplier networks, helping to support the local economy.



IDENTITY



“

The professionalism, creativity and positive attitude of the Identity team across the many Summit venues was truly commendable and I was impressed with how the production team proved themselves nimble at reacting to change and excellent at designing creative solutions to the challenges that arose.

Boris Johnson, Prime Minister of the United Kingdom



G7 Leaders Summit, Cornwall 2021

IDENTITY



“

We have had overwhelmingly positive feedback from our visitors and senior stakeholders. The build looked absolutely fantastic. We could not have achieved this without your commitment and professionalism

Deputy Director, Protocol, Foreign, Commonwealth & Development Office



NATO Leaders Meeting, London 2019

IDENTITY



UK Government Canada

DEFEND
MEDIA
FREEDOM

“

Thanks to the sterling efforts by you and the team, Printworks really did look stunning. I particularly appreciated how you made last minute changes, as well as helping us manage expectations of our Canadian partners and our VIP speakers brilliantly. I was delighted with the result.

Deputy Director of the Multilateral Policy Directorate, Campaign for Media Freedom



Global Conference for Media Freedom London 2019

IDENTITY



PREVENTING
SEXUAL VIOLENCE
IN CONFLICT



Preventing Sexual Violence in Conflict, QEI London 2022

IDENTITY




Department
for Transport

“

“I am writing to thank you and your team for managing the rollout of the Government information stands. I am extremely grateful for your flexibility and resourcefulness, which allowed us to have sites up and running in a very short space of time. The feedback that we had from trade bodies representing the haulage sector was extremely positive, with particular value being placed on the availability of information in 12 languages. Thank you for helping us communicate vital information to the industry to help them prepare for Brexit.”

Rt Hon Grant Shapps MP Secretary of State
for Transport

Department for Transport, Nationwide from 2019



IDENTITY



“

Identity have carefully analysed the current suite of event material, offering up new and innovative ideas of how we might improve the look and feel at events and also proved that they can deliver quality from small to large.

Commander, Royal Navy



Annual Bi-Service Outreach Programme: Royal Navy, Nationwide from 2019

IDENTITY



“

Since Identity became the Royal Air Force events contract supplier, we have been very impressed by their professionalism and dedication to the task, as well as the positive personal relationships that have been developed within RAF Marketing and the wider recruiting Recruitment Force.

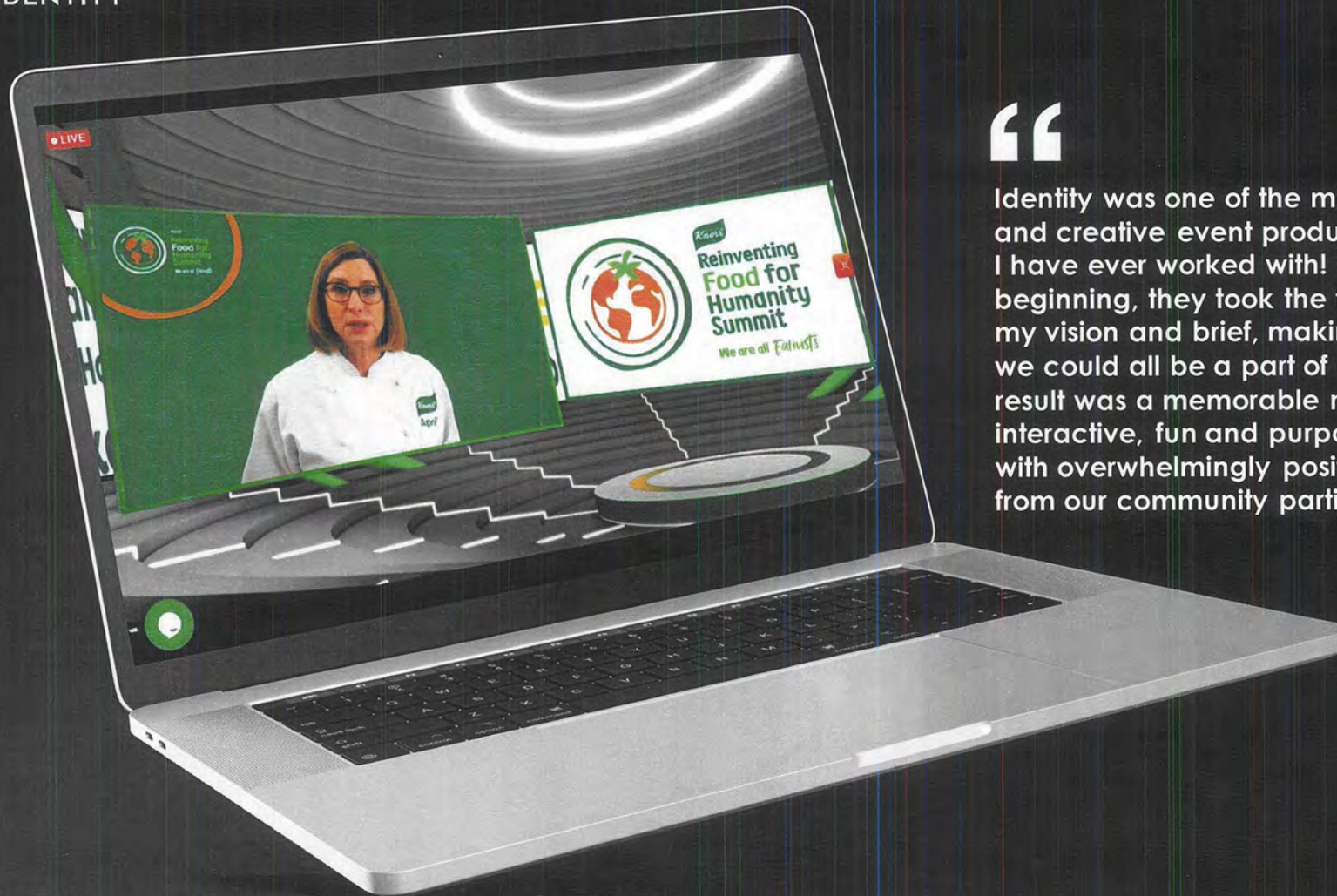
Squadron Leader,
Marketing Outreach Delivery



Annual Bi-Service Outreach Programme: RAF, Nationwide from 2019

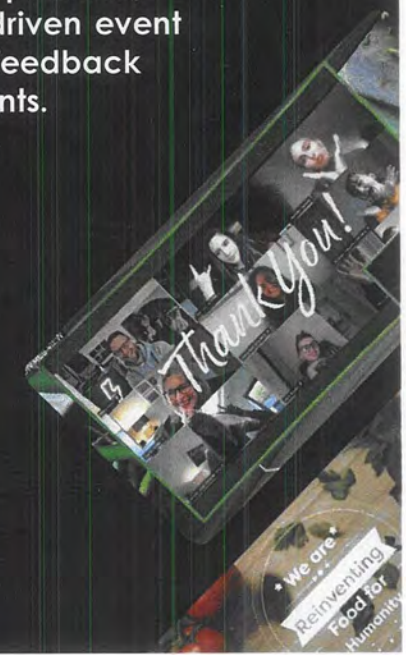


IDENTITY



“

Identity was one of the most collaborative and creative event production companies I have ever worked with! From the very beginning, they took the time to internalise my vision and brief, making the event one we could all be a part of creating. The end result was a memorable multi-platform, interactive, fun and purpose-driven event with overwhelmingly positive feedback from our community participants.



Unilever - Knorr Global Summit, Virtual 2021

“

I wanted to say a huge thanks for all the work you put into the Festival of Marketing. Thank you for all your support, from a practical perspective, but also as a reassuring voice through the whole process. I look forward to working with you again.

Group Head of Awards and Events, Centaur



IDENTITY



NETFLIX

“

Everyone should be incredibly proud of what was accomplished in such a short amount of time. We are really pleased with how everything looks. What I've seen is nothing short of fantastic!”

Experiences Manager, Netflix



Army of the Dead – Immersive VR Experience, London 2021



IDENTITY



EXPO
2020
DUBAI
UAE



Expo 2020 Dubai – Norway Pavilion, Dubai 2021



IDENTITY



MAYOR OF LONDON

“

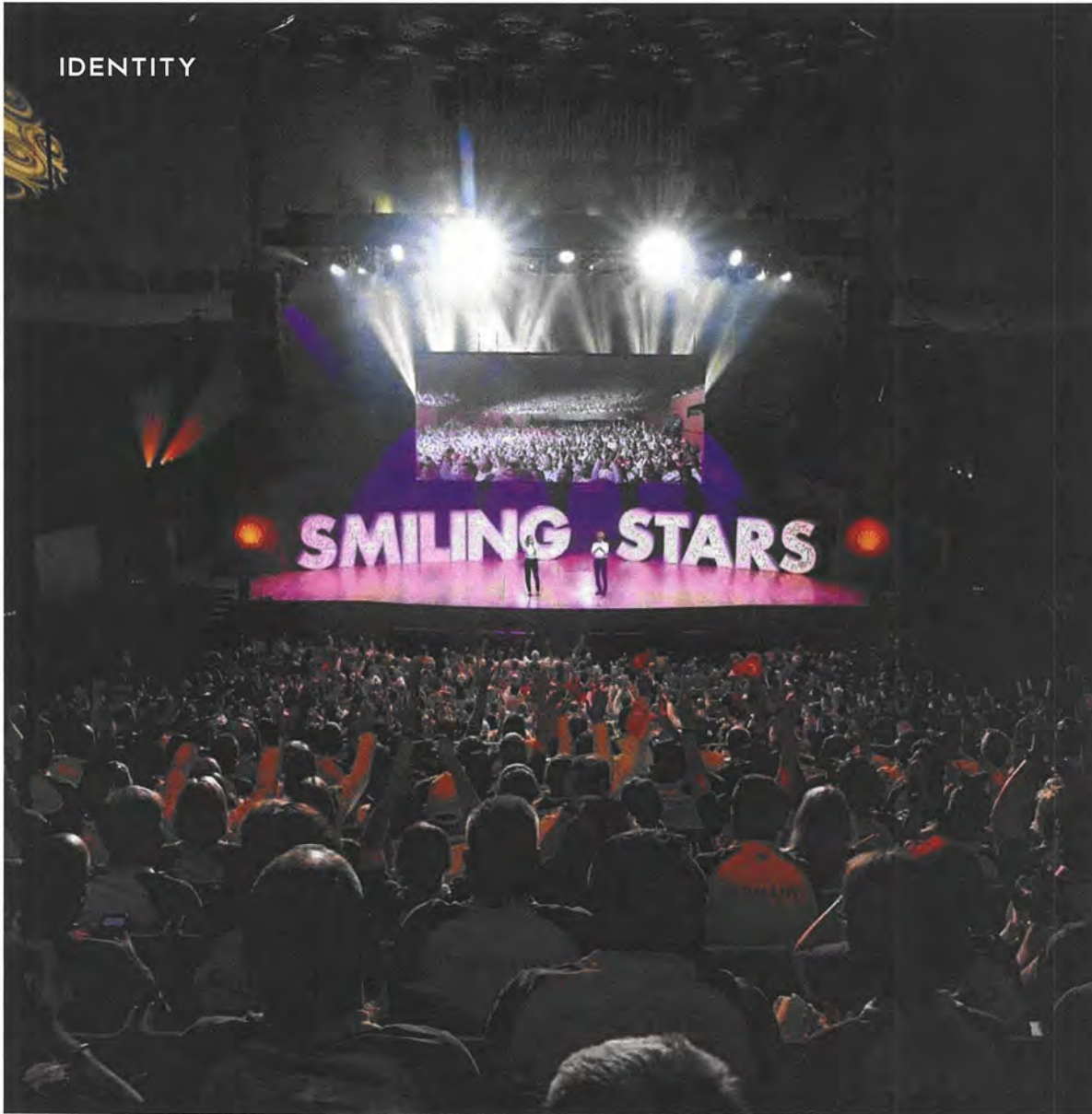
A thousand thank yous for last night. Your work and that of your team was seamless and so easy. It is such a relief to have a team like yours working with us, it means we just don't need to worry about any of the production side of things!

Senior Events Officer, GLA



Pride – Mayor of London, London 2022

IDENTITY



SHELL SMILING STARS GLOBAL PROGRAMME

In April 2022, in a highly competitive bid process, Identity was awarded the multi-year contract to deliver Shell's Smiling Stars annual reward and recognition incentive programme.

Through a series of successful creative workshops, Identity are working closely with Shell and their CEO, facilitating the creation and development of unique event identities for ceremonies taking place across the globe.

Using iconic references to identify the chosen cities in conjunction with the famous Shell branding, we are to create visually striking video content and iconography with bold personalities, instantly recognisable for the event's 1,200 attendees. The event logo is then applied to media content for delegate communication, printed materials, stationary and other event collateral to ensure a holistic experience.



Baringa Festival

Pioneering human experiences

> What is Baringa?

- One day summer event, July 2023, 2,000 pax
- Fun celebration for staff and partners
- Creating opportunities for socialising, inclusive to all
- An event with a sustainable focus



> How is it going?

- Extensive venue search
- Unique venue selected – Hackney Bridge
- Top line creative approach
- Mix of wellbeing & entertainment
- Next steps, creative/production and entertainment proposal



> Future Opportunities

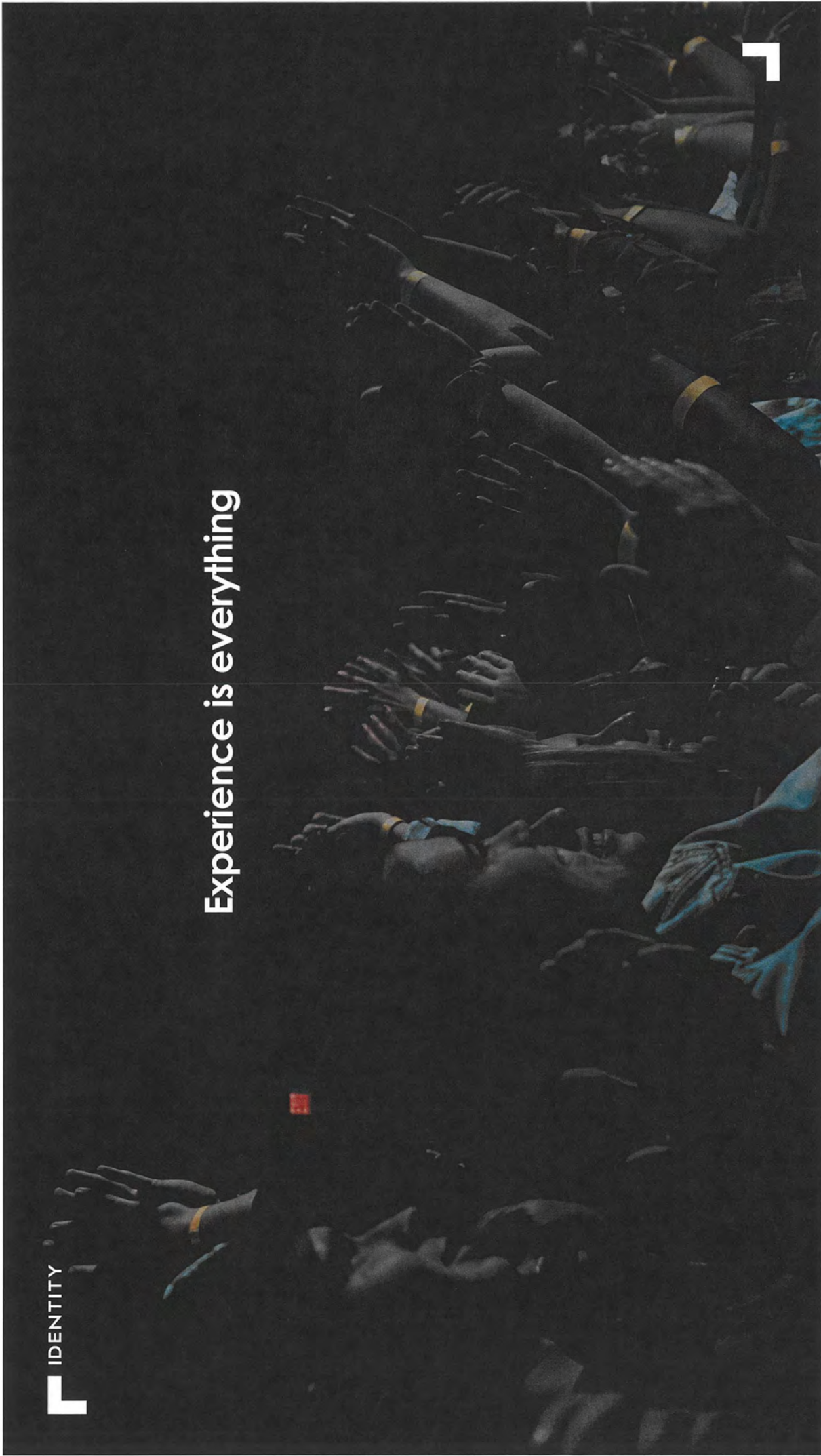
- Onsite work for Gala 2023
- Future opportunities for Christmas 2023
- Three year contract, summer 2024, 2025



IDENTITY



Experience is everything



Department for Culture, Media and Sport (“DCMS”)

The Kings Coronation

Application for grant of premises licences

Westminster City Council

Application reference numbers

23/00844/LIPN (Green Park)

23/00891/LIPN (Hyde Park)

ATTACHMENTS TO THE STATEMENT OF [REDACTED]

DZ 2 Identity and the premises licence application process for the Kings Coronation

Department for Culture, Media and Sport (“DCMS”)

The Kings Coronation

Application for grant of premises licences

Westminster City Council

Application reference numbers

23/00844/LIPN (Green Park)

23/00891/LIPN (Hyde Park)



**IDENTITY AND THE PREMISES LICENCE APPLICATION PROCESS
FOR THE KINGS CORONATION**

1. Within Identity the premises licence application process for the Kings Coronation has been led by [REDACTED].
2. Their position and roles in so far as they relate to the Coronation planning process within Identity can be found below.

Experience

3. [REDACTED] is a senior events' professional with more than 20 years' experience planning and delivering elite and mass participation sports events and high-profile public events in London and across the UK. This encompasses ensuring a best practice approach to project management, quality control, crisis management, key stakeholder consultation and responsible procurement.
4. Her previous experience includes, but is not limited to the following:
 - Project Director – Mayor of London New Years Eve (2022)
 - Event Director – Royal Parks Half Marathon (2008-2021)

- Event Director – London Triathlon (2017-2022)
- Account Director – London 2012 Olympic Road Events and Central London Zone (2012)

5. [REDACTED] is an experienced Project Director with 25 years' experience into the delivery and operational aspects of high-profile public events and multi-sport Games with a detailed understanding of working in a multi-agency and multi-stakeholder environment.

6. His previous experience includes, but is not limited to the following:

- Operations Director for Platinum Jubilee Pageant 2022
- Operations Director for Mayor of London's New Years Eve (2022, 2019, 2018, 2017)
- Project Director for Euro2020 London Fan Zone and Football Village 2021

7. In so far as their roles in Operation Golden Orb (**OGO**) are concerned these can be summarised as follows:

- [REDACTED] - Lead Producer (Operations), responsible for
 - leading the Identity operations team to deliver:
 - C3 – Command and Control,
 - Wayfinding and branding,
 - staff and volunteers,
 - accreditation,
 - live screen sites,
 - stakeholder consultation
- [REDACTED] Operations Director for Operation Golden Orb responsible for
 - Developing the crowd management plans
 - Ensuring crowd management plans are integrated with the Police plans
 - Ensuring that the crowd management plans work alongside other stakeholder plans such as station operations delivered by transport providers.
 - Stakeholder consultation, licencing and permissions
 - Oversight of Traffic Management team

8. They also have responsibility for the delivery of the premises licences (and other permissions) and have been the main point of contact within Identity during the licensing process. They have been heavily involved in the planning of the premises licence applications from the outset, engaging with Westminster City Council and the, the responsible authorities and in particular the development of the Event Management Plan (EMP).

The Event Management Plan

9. The EMP is a key document in addressing how the event organisers will co-operate with one another and with other stakeholders in the planning, build, delivery and de-rig of a co-ordinated and safe weekend of events.
10. Furthermore, at the heart of the safe delivery of the premises licence, sits the EMP.
11. A copy of the Index to the **EMP** can be found at **DZ 3**
12. It will be appreciated by the Licensing Committee that certain aspects of the EMP will be confidential and Identity are unable to disclose these details as part of this statement.
13. The Licensing Committee can take confidence that the EMP is subject to on-going and rigorous scrutiny by the City Operations Group (COG) which in effect is the Safety Advisory Group (SAG) for the event

The role and Membership of the City Operations Group (COG)

14. The primary focus of COG is to ensure the safe delivery of OGO.
15. The following are all represented on COG
 - DCMS
 - Cabinet Office
 - FCDO
 - DFT
 - MOD
 - The Royal Parks (TRP)
 - Westminster City Council (WCC)
 - Westminster Abbey
 - Royal Household
 - Lord Chamberlain's Office
 - London Fire Brigade (LFB)
 - London Ambulance Service (LAS)
 - Metropolitan Police Service (MPS)

- British Transport Police (BTP)
- NHS England
- Transport for London (TfL)
- London Underground (LU)
- Network Rail (NR)
- St. John Ambulance (SJA)
- Royal Borough of Kensington and Chelsea (RBKC)
- London Borough of Lambeth (LBL)
- Greater London Authority (GLA)

16. As one would expect there are a number of working groups within COG that include

- Traffic and Transport Group
- Ceremonial Route and Procession
- Medical
- Crowd Management and Public Safety
- Screen Sites
- C3 and Readiness Testing
- Access and Accreditation
- London Communications Group
- Media Planning Group
- VVIP Transport
- Westminster Abbey

17. In so far as OGO is concerned, the COG first met in January of this year and there have been regular meetings of COG and the working groups which will continue up to Coronation weekend

18. Identity attends these meetings, as appropriate, and the various agencies will scrutinise and provide advice and guidance, as well as operational planning for all deliverables

The Licensing Process – Pre-Application Consultation – The Responsible Authorities

19. In advance of submitting the premises licence applications Identity engaged in significant pre application consultation with the licensing authority and the responsible authorities, in particular the Police (Ben Chadwick and David Morgan) and the Environmental Health Officer (EHO), Anil Drayan.

20. There were extensive discussions about the licensable activities being applied for (including the provision of late-night refreshment on the Friday night/Saturday morning for any early

arrivals), the hours that should be applied for, the areas to be covered by the “red line” on the application plans and the development of a robust and appropriate operating schedule.

21. For the sake of simplicity, during the pre-application process the two applications became known as:

- Green Park - this includes Green Park, St James Park, Parliament Square, Whitehall and Trafalgar Square
- Hyde Park - this covers to the south west corner of Hyde Park

22. Through the DCMS solicitors, there was further engagement via the Westminster City Council formal pre application process

The Licensing Process – Pre-Application Consultation – Neighbour and Resident Engagement

23. As part of the pre application process Identity engaged the services of Nelsons Direct Marketing to carry out a letter drop to all business Neighbour and resident engagement

24. A copy of the letter that was sent to local residents and businesses (together with polygrams showing the areas covered by the letter drop) can be found at **DZ 6**

25. In total, 969 households/businesses received the letter.

26. It is understood that Westminster City Council also carry out their own resident and business engagement as part of the licensing application process.

Post Submission of the Licence Application

27. Following the submission of the licence application, Identity continued to be engaged in the process assisting with response to any queries and representations that were submitted.

28. Two residents' representation were received to the application and whilst the responses to these are more fully dealt with in the statement of [REDACTED] at the DCMS, it is understood that one of the resident representors has withdrawn their representation on receipt of further information about the nature of the applications

29. Identity contributed to the responses to the representations submitted by the Licensing Authority, as a responsible authority, and again more information about these are set out in, and attached to, the statement of [REDACTED].

30. Whilst the EHO has made representations to both applications it is noted that he has commented as follows

The applicant has submitted a satisfactory comprehensive list of conditions and Environmental Health are not looking to add to what is being proposed.

Nevertheless due to the nature of the event and its potential impact over a wide area Environmental Health feels the matter should be placed for consideration before the Licensing Sub-Committee for determination and shall therefore wait to withdraw its representation at Committee so that it can take part in any discussions that might be held there.

Noise Management Plan (NMP)

31. As part of the discussions with the EHO Identity was advised to commission NMPs for the Green Park and Hyde Park licence applications. We were advised by the EHO that these plans could be based on, in so far as the Green Park application was concerned, the NMP for the Queens Platinum Jubilee, and in relation to Hyde Park, the NMP that was commissioned for the London Half Marathon 2022, both of which had been produced by Vanguardia
32. Identity instructed Vanguardia to produce NMPs as advised, and these can be found at **DZ 4** (Green Park) and **DZ 5** (Hyde Park)
33. Copies of the NMPs were subsequently forwarded to Anil Drayan, EHO, on 20 March 2023, and he has confirmed that he is happy with the content of these reports.

The Event Weekend

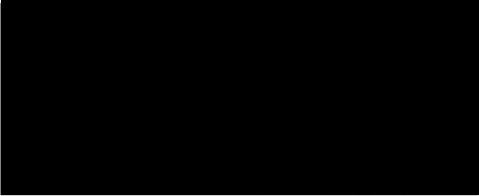
34. Over the course of the weekend representatives from Identity will be in attendance and on duty as will other senior members of those organisations who make up COG.
35. Localised control rooms will be set up in both of the licensed areas, again with representatives from relevant members of COG.
36. Leadership of these local control rooms over the course Coronation weekend will be led by Identity



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Dated 3rd day of April 2023



.....



Dated 3rd day of April 2023