

APPLICATION FOR A PREMISES LICENCE TO BE GRANTED
UNDER THE LICENSING ACT 2003

If you wish to make representations in relation to this application, please do so in writing by midnight on the 08.05.2024 to the following address:

London Borough of Croydon
Sustainable Communities Department, Licensing Team,
3rd Floor, Zone B
Bernard Weatherill House
8 Mint Walk
Croydon, CR0 1EA

Or by email to: licensing@croydon.gov.uk

It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine on summary conviction for such an offence is unlimited.

E: licensing@croydon.gov.uk

New Premises Licence

Premises Details

Premises Address *

SELHURST PARK STADIUM HOLMESDALE ROAD SOUTH
NORWOOD LONDON CROYDON SE25 6PU

Telephone number at premises (if any)

Non-domestic value of premises. *

£ 1670000

Applicant Details

I/We 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.

Please state whether you are applying for a premises licence as:

a person other than an individual -as a limited company/
limited liability partnership

Applicant Details

If you are applying as a person described in one of the above please confirm: *

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

Other Applicant (Non Individual)

Name *

CPFC Limited

Registered Address *

Selhurst Park Stadium

Holmesdale Road

Town/City *

London

County

Other Applicant (Non Individual)

Postcode *

SE25 6PU

Registered Number (where applicable)

07270793

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

Private Limited Company

Telephone Number

Email *

Operating Schedule

When do you want the premises licence to start? *

09/05/2024

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

Please give a general description of the premises. *

Stadium Event Premises Licence Events at the site will be limited to the below events: Large Events - these will be limited to a capacity of 26,000 persons and all licensable activities will end at Midnight. These events will be limited to 10 per year. The SAG will be notified and an EMP produced 60 days prior (or a lesser time period, as agreed) to any Large Event taking place. Medium Events - these will be limited to a capacity of 10,000 persons and all licensable activities will end at 23:00 hours. These events will be limited to 15 per year. The SAG will be notified and an EMP produced 60 days prior (or a lesser time period, as agreed) to any Medium Event taking place. Everyday Events - these events will be limited to a capacity of 5,000 persons and all licensable activities will end at 23:00 hours. These events will be unlimited in number per year. These will operate without the special requirements that medium and large events require i.e. no requirement for SAG involvement or an Event Management Plan, etc. These events in the main will utilise existing bar facilities when alcohol is sold.

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

Operating Schedule

What licensable activities do you intend to carry on from the premises? * (Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2) *

Operating Schedule

- Plays
- Films
- Indoor Sporting Events
- Boxing or Wrestling
- Live Music
- Recorded Music
- Performances of Dance
- Anything of a similar description falling under Music or Dance
- Provision of late night refreshment
- Supply of Alcohol

Plays Standard Times

Standard days and timings, where you intend to use the premises for the performance of plays. (please read guidance note 7)

* Please enter times in 24hr format (HH:MM)

Day *

Every Day

09:00

00:00

Plays

Plays

Will the performance of a play take place indoors or outdoors or both (see guidance note 3) ? *

Please provide further details (see guidance note 4)

State any seasonal variations for performing plays (see guidance note 5)

Please state any non-standard timings, where you intend to use the premises for the performance of plays at different times from the Standard days and times listed (see guidance note 6)?

Film Standard Times

Standard days and timings, where you intend to use the premises for the exhibition of films. (please read guidance note 7) *
Please enter times in 24hr format (HH:MM)

Day *

Films

Will the exhibition of films take place indoors or outdoors or both? (please read guidance note 3) *

Please provide further details. (please read guidance note 4)

State any seasonal variations for the exhibition of films. (please read guidance note 5)

Please state any non-standard timings, where you intend to use the premises for the exhibition of films at different times from the Standard days and times listed? (please read guidance note 6)

Indoor Sporting Standard Times

Standard days and timings, where you intend to use the premises for the indoor sporting events. (please read guidance note 7) * Please enter times in 24hr format (HH:MM)

Day *

Indoor Sporting Standard Times

Boxing or Wrestling Standard Times

Standard days and timings, where you intend to use the premises for boxing or wrestling entertainment. (please read guidance note 7) * Please enter times in 24hr format (HH:MM)

Day *

Boxing or Wrestling Entertainment

Will the Boxing or Wrestling Entertainment take place indoors or outdoors or both? (please read guidance note 3) *

Please provide further details. (please read guidance note 4)

State any seasonal variations for the Boxing or Wrestling Entertainment. (please read guidance note 5)

Please state any non-standard timings, where you intend to use the premises for Boxing or Wrestling entertainment at different times from the Standard days and times listed? (please read guidance note 6)

Live Music Standard Times

Standard days and timings, where you intend to use the premises for the performance of live music. (please read guidance note 7) * Please enter times in 24hr format (HH:MM)

Day *

Live Music

Live Music

Will the Performance of Live Music take place indoors or outdoors or both? (please read guidance note 3) *

Both

Please provide further details. (please read guidance note 4)

State any seasonal variations for the Performance of Live Music. (please read guidance note 5)

Please state any non-standard timings, where you intend to use the premises for the performance of live music at different times from the Standard days and times listed? (please read guidance note 6)

Recorded Music Standard Times

Standard days and timings, where you intend to use the premises for the performance of recorded music. (please read guidance note 7) * Please enter times in 24hr format (HH:MM)

Day *

Every Day

09:00

00:00

Recorded Music

Will the playing of recorded music take place indoors or outdoors or both? (please read guidance note 3) *

Both

Please provide further details.(please read guidance note 4)

State any seasonal variations for the playing of recorded music. (please read guidance note 5)

Please state any non-standard timings, where you intend to use the premises for the performance of recorded music at different times from the Standard days and times listed? (please read guidance note 6)

Dance Standard Times

Standard days and timings, where you intend to use the premises for the performance of dance. (please read guidance note 7) * Please enter times in 24hr format (HH:MM)

Day *

Every Day

09:00

Dance Standard Times

00:00

Performances of Dance

Will the performances of dance take place indoors or outdoors or both? (please read guidance note 3) *

Both

Please provide further details. (please read guidance note 4)

State any seasonal variations for the performances of dance. (please read guidance note 5)

Please state any non-standard timings, where you intend to use the premises for the performance of dance at different times from the Standard days and times listed? (please read guidance note 6)

Anything of a similar description falling under Music or Dance Standard Times

Standard days and timings, where you intend to use the premises for anything of a similar description falling under music or dance. (please read guidance note 7) * Please enter times in 24hr format (HH:MM)

Day *

Every Day

09:00

00:00

Anything of a similar description falling under Music or Dance

Please give a description of the type of entertainment you will be providing.

Will the entertainment take place indoors or outdoors or both?(please read guidance note 3) *

Both

Please provide further details.(please read guidance note 4)

State any seasonal variations for the entertainment.(please read guidance note 5)

Please state any non-standard timings, where you intend to use the premises for entertainment at different times from the Standard days and times listed? (please read guidance note 6)

Late Night Refreshment Standard Times

Standard days and timings, where you intend to use the premises for late night refreshment.(please read guidance note 7) *
Please enter times in 24hr format (HH:MM)

Day *

Every Day

23:00

00:00

Late Night Refreshment

Will the provision of late night refreshment take place indoors or outdoors or both? (please read guidance note 3) *

Both

Please provide further details.(please read guidance note 4)

State any seasonal variations for the provision of late night refreshment.(please read guidance note 5)

Please state any non-standard timings, where you intend to use the premises for late night refreshment at different times from the Standard days and times listed?(please read guidance note 6)

Supply of Alcohol Standard Times

Standard days and timings, where you intend to use the premises for the supply of alcohol. (please read guidance note 7)*
Please enter times in 24hr format (HH:MM)

Day *

Every Day

09:00

00:00

Supply of Alcohol

Will the supply of alcohol be for consumption on premises or off premises or both? (please read guidance note 8) *

Both

Is the premises used exclusively or primarily for supply of alcohol for consumption on the premises? *

No

State any seasonal variations for the supply of alcohol. (please read guidance note 5)

Supply of Alcohol

Please state any non-standard timings, where you intend to use the premises for the supply of alcohol at different times from the Standard days and times listed?(please read guidance note 6)

Designated Premises Supervisor

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)

Title *

Ms

First name *

Stephanie

Surname *

Pavesi

Street address *

Town/City *

County

Postcode *

Personal Licence Number (if known)

LN/000014086

Issuing Licensing Authority (if known)

Haringey

Adult Entertainment

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).

N/A

Opening Hours Standard Times

Standard days and timings, where the premises are open to the public. (please read guidance note 7) * Please enter times in 24hr format (HH:MM)

Opening Hours Standard Times

Day *

Every Day

09:00

01:00

Licensing Objectives

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 document 'Conditions'.

b) The prevention of crime and disorder *

Please see attached document 'Conditions'.

c) Public safety *

Please see attached document 'Conditions'.

d) The prevention of public nuisance *

Please see attached document 'Conditions'.

e) The protection of children from harm *

Please see attached document 'Conditions'.

Declarations

Declaration Type *

Sole Applicant - Individual or Other

Declarations

I have uploaded a copy of the plan of the premises. I have uploaded a copy of the consent form completed by the individual I wish to be designated premises supervisor, if applicable. I understand 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 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 (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.

Declarations

Signature/Declaration of applicant or applicant's solicitor or other duly authorised agent (see Guidance Note 11 & 12). If signing/applying on behalf of the applicant, please state your name and in what capacity you are authorised to sign/apply. When submitting an on-line application form the 'Declaration made' checkbox must be selected.

I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15).

Full Name *

Woods Whur

Date *

10/04/2024

Capacity *

Applicant's Solicitor

Declaration made

Do you wish to provide alternative correspondence details? *

Yes

Alternative Correspondence

Please provide Contact Name and postal address for correspondence associated with this application.

Alternative Correspondence

Email confirmation

Stadium Event Premises Licence

Conditions

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

Events at the site will be limited to the below events:

Large Events - these will be limited to a capacity of 26,000 persons and all licensable activities will end at Midnight. These events will be limited to 10 per year. The SAG will be notified and an EMP produced 60 days (or a lesser time period, as agreed) prior to any Large Event taking place.

Medium Events - these will be limited to a capacity of 10,000 persons and all licensable activities will end at 23:00 hours. These events will be limited to 15 per year. The SAG will be notified and an EMP produced 60 days (or a lesser time period, as agreed) prior to any Medium Event taking place.

Everyday Events - these events will be limited to a capacity of 5,000 persons and all licensable activities will end at 23:00 hours. These events will be unlimited in number per year. These will operate without the special requirements that medium and large events require i.e. no requirement for SAG involvement or an Event Management Plan, etc. These events in the main will utilise existing bar facilities when alcohol is sold.

For the large event and medium medium events the premises licence holder will submit and attend a Safety Advisory Group application process no less than 60 days (or a lesser time period, as agreed) in advance of any event taking place.

The premises licence holder shall be in charge and remain on the licensed site whilst the site is being used for licensable activities.

Authorised persons of the responsible authorities shall have unrestricted access to all parts of the licensed site.

b) The prevention of crime and disorder

Crime and Disorder - Large & Medium Events

1. The Premises Licence holder shall install and maintain a CCTV system, covering the entrances, exits, and appropriate internal and external areas of the premises and recordings shall be stored for a minimum of 28 days and CCTV images shall be delivered to Police Officers on request in an appropriate format.

2. At least one member of staff will be on duty at the premises who can operate the system and download recorded images. These images will be downloaded and provided immediately on request to an officer of a responsible authority.

3. A search policy shall be in operation and shall be a condition of entry to the premises for the large and medium events.

4. Conditions of entry shall be advertised to all ticket holders in advance of the event and displayed at the premises for all large and medium events.

5. All staff deployed for conducting searches shall receive training on the search policy, the procedures for reporting and recording incidents and the safe retention of prohibited items.

6. The licence holder shall have an event specific Counter Terrorism Plan based on a comprehensive Risk Assessment for the licensed premises and other publicly accessible locations (PALs) associated with the event, including car parks, transport hubs, access and egress routes and queuing systems.

7. The licence holder shall ensure that all personnel employed or acting in a volunteering capacity are aware of counter terrorism safety measures and the procedures for dealing with and reporting any suspicious items, activity, or unusual behaviour and how to respond to a terrorist attack.

Crime & Disorder - Large, Medium and Everyday Type Events

8. The Licence will be used for licensable activities on the occasions as specified. The licensed site will be open to the public during the hours specified. The public will not be admitted to the licensed site until such time that the licence holder / nominated person is satisfied that the site is safe and suitable for its intended use. The Premises Licence Holder or a nominated person shall be in charge of and remain upon the licensed site whilst the site is being used for licensable activities.

9. Patrons are not permitted to remove alcoholic drinks from the licensed premises site. Except for Off Sales in sealed containers on 'Everyday Type Events'.

10. Non-SIA stewards and SIA security staff shall be provided with induction training before they commence their shift so that they have a full understanding of their roles and responsibilities, the site facilities, and are fully conversant with all welfare arrangements, communication methods and emergency response procedures.

11. Ensure that records are kept by the DPS, at the premises, of the following details of any door-supervisor employed at the premises:

- o Name
- o Full 16 digit SIA badge number
- o Date and Times employed
- o Signature of door-supervisor, countersigned by duty manager

These records shall be made available, in useable form to the Metropolitan Police upon request.

12. This register shall be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a period of 6 months after each event.

13. A suitable purpose-made receptacle for the safe retention of weapons and illegal substances shall be provided and arrangements made for the safe disposal of its contents as agreed with the Metropolitan Police.

14. Bins shall be provided for the safe disposal of glass, cans, and other prohibited items.

15. The supervisors register will state the name of the person who is in overall charge of the premises at each time that licensed activities are carried out, and this information will be retained for a period of 12 months and produced for inspection on request to an authorised officer.

16. The premises licence holder will ensure that an Incident Report Register (known as the Control Room Incident Log) is maintained on the premises to record incidents such as anti social behaviour and ejections from the premises.

17. The Incident Report Register (known as the Control Room Incident Log) will contain consecutively numbered pages (or in an electronic equivalent format), the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.

18. This register shall be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the Licence Holder for a period of 6 months after each event..

c) Public safety

Public Safety - Large & Medium Events

19. Detailed colour plans shall be supplied with the Event Management Plan to all Responsible Authorities.

20. An event safety co-ordinator shall be appointed. They shall be of sufficient competence and authority to effectively take responsibility for safety at the event and be able to authorise and supervise safety measures. The Event Safety Co-ordinator shall have no other additional duties.

21. The licence holder shall have an event specific Medical & Welfare Plan based on a comprehensive risk assessment.

22. All access and egress gates shall be provided with gate numbers/letters identifiable from both inside and outside any arena and shall correspond with the site plan.

23. 7 days prior to an event detail of lasers or other special effects shall be provided to the Croydon Council Health and Safety team.

24. Attendees shall be provided with advance health warning of any strobe lighting and similar effects to be used including notices displayed at the licensed premises.

Public Safety - Large, Medium and Everyday Events

25. The public shall not be admitted to the licensed site until such time that the premises licence holder and the event safety co-ordinator are satisfied that the site is suitable for its intended use.

26. Public Liability and Third Party Insurance adequate for the total capacity of the licensed site and the duration of the event shall be taken out and retained on site.

27. The licence holder shall have an event specific Communication Plan.

28. A radio communication system of sufficient capacity and coverage shall be used throughout the site including external areas of the event such as car parks. All persons in possession of a radio will be trained in its use.

29. All personnel shall receive training on the correct channels and methods of communication.

30. The licence holder shall hold an event specific Fire Risk Assessment.

31. The Fire Risk Assessment will be available for inspection by any authorised officer of the responsible authorities and shall be securely retained for a period of 6 months after each event.

32. Stewards and SIA security personnel will be trained in procedures for dealing with unwell members of the public including those who appear to be affected by alcohol or drugs.

33. All areas to which the public have access, including immediate external areas associated with the licensed site, shall be adequately illuminated during times of darkness.

34. Signage shall be prominently displayed and clear to read at all times, including during hours of darkness.

35. Special provisions for disabled persons, namely access and egress, car parking and sanitation facilities shall be provided.

d) The prevention of public nuisance

Public Nuisance - Large & Medium Events

36. The licence holder shall have a Waste Management Plan including arrangements for regular litter picks on site and in the surrounding areas, including car parks and walkways that are to be used by patrons attending and leaving the licensed site.

37. The licence holder shall have an event specific Noise Management Plan taking into account all sources of noise associated with any event.

38. The Noise Management Plan shall include arrangements for preventing or controlling any over-run of the event.

39. A noise propagation test shall be undertaken and completed in the morning prior to the start of the event or the day before the event. Any testing of sound equipment will not take place before 10:00hrs and will last for a maximum of 2 hours on any one day.

40. The licence holder shall provide an independent noise consultant to assess the positioning of sound sources and monitor noise throughout any music related event.

41. The noise consultant will maintain a record of all measurements which will be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the premises licence holder for a period of 6 months after each event.

42. The premises licence holder shall provide and advertise a nuisance complaints line and have a system for responding to complaints throughout the duration of each event.

Public Nuisance - Large, Medium and Everyday Events

43. Records of any complaints shall be securely retained by the licence holder for a period of 6 months after each event and will be made available to the Local Authority on request.

44. All materials used to promote or market the event are to be displayed lawfully. The Licensee will take measures to encourage agents, employees or any party acting on her/his behalf to display promotional materials lawfully. (E.g. By way of contractual agreement.)

45. All reasonable steps will be taken to ensure that activities promoting or publicising the event do not cause littering. Measures to remove such litter as and when it occurs shall be put in place.

46. A traffic management plan ("TMP") will be provided to the satisfaction of all relevant agencies. This will include details of:

- Traffic Routes
- Traffic Regulation orders
- Traffic Signage
- Car Parks
- Management of vehicle gates

- Traffic Spotters
- Tow Away Facilities
- Use of Public Transport / Coaches

The TMP plan shall identify routes for emergency vehicles around the licensed site and location of any car parks. This plan should be supplemented with area maps identifying traffic routes to the site, access & egress points to any car parks and the identified access/egress routes for emergency vehicle.

e) The protection of children from harm

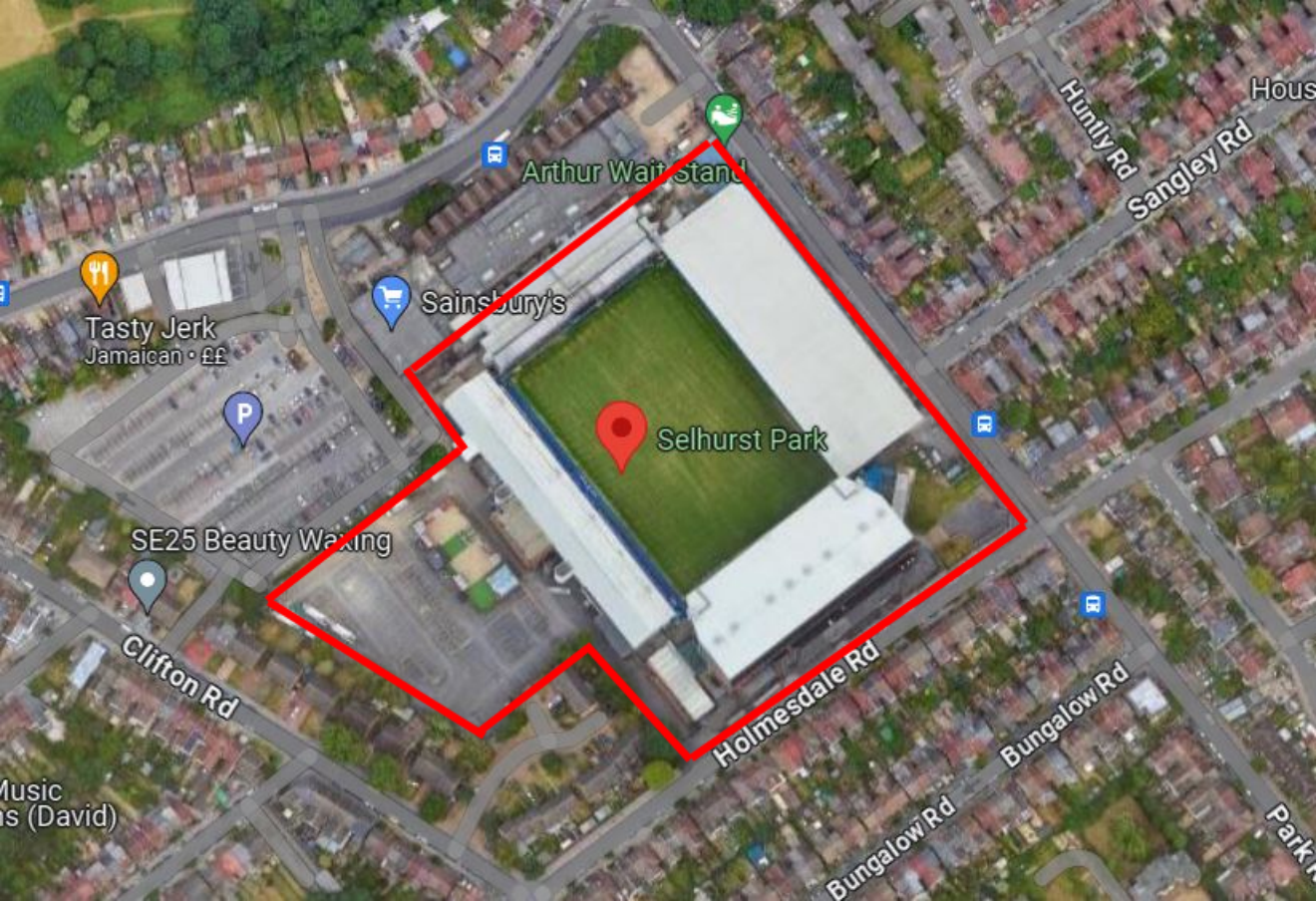
Protection of Children - Large, Medium and Everyday Type Events

47. A 'Check 25' Scheme will be used to prevent the sale of alcohol to persons under 18 years of age.

48. All staff deployed in the serving of alcohol and for managing admission to age restricted premises, including door supervisors, shall be trained on the correct procedures for age verification, the prevention of proxy sales, the prevention of sales to those who appear intoxicated and for dealing with false and any surrendered ID.

49. There shall be a register for the recording of all alcohol sale refusals, including attempted under-age sales, proxy sales and refusals to those who appear intoxicated. Details to be recorded shall include the date, time, physical description of the person, name if known, reasons, and staff involved and whether CCTV of the incident is available.

50. The register will be available for immediate inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a period of 6 months after each event.



Arthur Wait Stand

Sainsbury's

Tasty Jerk
Jamaican • ££

Selhurst Park

SE25 Beauty Waxing

Clifton Rd

Holmesdale Rd

Bungalow Rd

Hunlly Rd

Sangley Rd

Music
s (David)

Park