

Mr. Cellan Williams  
National Botanic Garden of Wales  
Middleton Hall  
Llanarthne  
Carmarthen  
Carmarthenshire  
SA32 8HG

Dear Sir,

**Re: Premises Licence Application  
National Botanic Garden of Wales, Middleton Hall, Llanarthne, Carmarthen**

Further to the receipt of the above application, I would like to make the following representations on behalf of the Environmental Health Section of Carmarthenshire County Council. Whilst I acknowledge that the Environmental Health Section have not received any Public Nuisance or Public Safety related complaints from Licensable Activities held at the above premises.

Nevertheless whilst taking into consideration of the following factors relating to the application

- The nature of the application including the hours and activities applied for.
- The size and potential for a variety of events to be held at the premises
- The rural nature of the locality
- The proximity to residential properties

and also based on professional opinion gained from dealing with similar venues across the county, I am of the opinion that the following conditions should be attached to the above Premise Licence. This is to ensure the "Prevention of Public Nuisance" and "Public Safety" Licensing objectives are being promoted.

1. For events held outside the highlighted area on the attached plan and for events held inside the highlighted area on the attached plan but with an intended capacity greater than 499, the Premises Licence Holder shall submit an Event Management Plan (EMP) to the Environmental Health and Licensing Section at least 4 months prior to the event taking place, unless this notice period has been reduced by agreement with the Licensing Authority.
2. The Premises Licence Holder shall obtain the written approval of the EMP from the Licensing Authority at least 7 days prior to the event. No licensable activity may take place at the premises unless written approval has been received.

**Robin Staines BA (Hons.), MA, MCIH**

**Pennaeth Tai & Diogelu'r Cyhoedd  
Adran Cymunedau**  
3 Heol Spilman, Caerfyrddin, SA31 1LE.  
Tŷ Elwyn, Llanelli, SA15 3AP.  
Neuadd y Dref, Heol Iscennen, Rhydaman, SA18 3BE.

**Head of Housing & Public Protection  
Department for Communities**  
3 Spilman Street, Carmarthen, SA31 1LE.  
Tŷ Elwyn, Llanelli, SA15 3AP.  
Town Hall, Iscennen Road, Ammanford, SA18 3BE.



3. The Premises Licence Holder shall arrange for all relevant Certificates, Inspection Reports and Images to be available on site for the duration of the event and stored for a minimum of 31 days after the event.
4. The Premises Licence Holder shall ensure that each Event Management Plan is effectively implemented during the event and monitored to ensure compliance with the Plan.
5. For Outdoor Music Concerts (including those held in temporary structures e.g. marquees) the specified Music Noise Levels shall not exceed those stipulated in Table 1 of the "Code of Practice of Environmental Noise Control at Concerts", when measured at 1 meter from the façade of any noise sensitive property during the event.
6. Prior to each outdoor music concert a noise management plan shall be developed in accordance with the "Code of Practice of Environmental Noise Control at Concerts" and shall be submitted to and agreed with the Licensing Authority at least 21 days prior to the event date.

For information the EMP submitted to the Environmental Health and Licensing Section for approval will be expected to outline all aspects of the event and responsibilities of the Premises Licence Holder.

The following is not an exhaustive list however the EMP would be expected to include the following points in addition to including information as suggested in the 'Event Safety Guide' issued by the Health and Safety Executive (HSG195).-

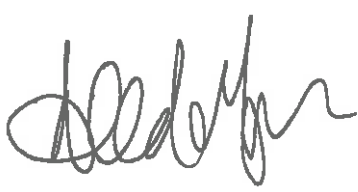
- Event profile including type of event, proposed attendance figure, duration of the event, audience profile, proposed operating and opening times, ticketing policy, details of entertainment proposed
- Details of any activity associated with the event taking place at any location outside the licensed area.
- A detailed management structure chart clearly identifying the roles and responsibilities of each individual including contact details
- Risk assessments such as Health and Safety, Fire Safety
- Alcohol consumption and drugs policy
- Traffic management Plan
- Car parking Plan
- Security and Stewarding Schedules outlining the number of SIA and non-SIA staff and locations

- Access routes for emergency vehicles in and out of the site
- Major Incident and Evacuation plan - in the event of an emergency
  
- Noise management Plan
  
- A list of all traders
  
- Health and safety
  
- First aid
  
- Fire safety Plan
  
- A detailed site plan(s) clearly indicating the position of the following;
  - Site boundary, entrances and exits to the site
  - All road and track ways (including emergency routes), car parks and other vehicles compounds;
  - The location of all structures either constructed or brought onto site
  - The location of the campsite (if appropriate)
  - The location of toilet, shower (if appropriate) and washing facilities
  - Drinking water points and associated pipe work including sampling points and soak ways
  - The location of all lighting facilities including those for the event arena, associated walkways and vehicles routes and emergency routes
  - Welfare tent and medical services
  - Generators and other principle electrical connections
  - Fuel stores

Should you agree with the above and wish to accept the conditions, you are required to confirm in writing that you do so. A copy of your acceptance should be forwarded to the Licensing Section and myself.

Accepting the above will enable me to withdraw the representation and the above requirements will become conditions of your premises licence.  
If you wish to discuss the matter further, please do not hesitate to contact me.  
Yours Faithfully

D4



**Mr A W Morgan**  
**Environmental Health Practitioner**  
**Environmental Health and Licensing Section**

**Property**

- Education and Childrens Services
- Chief Executives
- Community Services
- Environmental



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Central Map  
Map Centre

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