

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

If you wish to make any representations in relation to this application, please do so in writing by midnight on Wednesday 21st August 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.

New Premises Licence

Premises Details

Premises Address *

CRYSTAL PALACE FOOTBALL CLUB WHITEHORSE LANE
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? *

24/07/2024

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. *

All hospitality Areas within the stadium. The following plans apply for Association Football match days. 2. MS-GF-Hospitality & Premium GA (Matchday) 4. MS-1st Floor-Hospitality (Matchday) 5. MS-2nd Floor-Events and Premium GA (Matchday) 6. WH Boxes 7. Holmesdale - Media Centre

The following plans apply for non-match days where different to the above: 1. MS-GF-Corporate Hire (Non- Matchday) 3. MS-1st Floor-Corporate Hire (Non- Matchday)

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) *



Plays



Films



Indoor Sporting Events

Operating Schedule

- 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

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

Both

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 *

Every Day

09:00

00:00

Films

Will the exhibition of films 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 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 *

Every Day

09:00

00:00

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 *

Every Day

09:00

Boxing or Wrestling Standard Times

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

Will the Performance of Live Music 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 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

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

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)

Performances of Dance

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 *

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) *

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 *

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)

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

Designated Premises Supervisor

First name *

Stephanie

Surname *

Pavesi

Street address *

Town/City *

County

Postcode *

Personal Licence Number (if known)

Issuing Licensing Authority (if known)

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)

Day *

Every Day

09:00

01:00

Licensing Objectives

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) *

The following plans apply for Association Football match days. 2. MS-GF-Hospitality & Premium GA (Matchday) 4. MS-1st Floor- Hospitality (Matchday) 5. MS-2nd Floor-Events and Premium GA (Matchday) 6. WH Boxes 7. Holmesdale - Media Centre The following plans apply for non-match days where different to the above: 1.MS-GF-Corporate Hire (Non-Matchday) 3.MS-1st Floor-Corporate Hire (Non- Matchday)

b) The prevention of crime and disorder *

Please see attached schedule of conditions

c) Public safety *

Please see attached schedule of conditions

d) The prevention of public nuisance *

Please see attached schedule of conditions

e) The protection of children from harm *

Please see attached schedule of 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.

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).

Declarations



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 Solicitors

Date *

24/07/2024

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.

Title

Mr

First name

Chris

Surname

Rees-Gay

Street address *

Woods Whur Solicitors

Town/City *

County

Postcode *

Telephone Number

Email *

Alternative Correspondence

Email confirmation

On submission an email confirmation will be sent using the details below

Forename

Surname /Company Name

Email *

Telephone

New Premises Licence Application

Hospitality Areas Crystal Palace Football Club

Schedule of Conditions

The following plans apply for Association Football match days.

2. MS-GF-Hospitality & Premium GA (Matchday)
4. MS-1st Floor- Hospitality (Matchday)
5. MS-2nd Floor-Events and Premium GA (Matchday)
6. WH Boxes
7. Holmesdale - Media Centre

The following plans apply for non-match days where different to the above:

1. MS-GF-Corporate Hire (Non- Matchday)
3. MS-1st Floor-Corporate Hire (Non- Matchday)

Prevention of Crime and Disorder

1. The Premises Licence holder shall install and maintain a CCTV system, covering the entrances, exits, and internal and external areas of the premises as agreed with the Metropolitan Police 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. Ensure CCTV monitor screens shall be installed and maintained in the Stadium Control Room.
3. Ensure CCTV cameras shall be installed at the entrance doors to enable head and shoulders images to identification standard, of each person entering, to be captured as they enter the premises. Ensure that the CCTV system is operating and recording 24 hours every day. (Motion sensitive equipment is acceptable to reduce storage of images).
4. On Match days ensure that a suitable and sufficient mix of male and female door supervisor staff are engaged at the premises, which is to include the following minimum SIA Staff requirements in the following licensed areas:

Location	SIA Staff
Private Boxes	2
Hospitality	2
Glaziers Bar	3

On non match days when the premise licenced is being utilised, the Premises Licence Holder will risk assess the need for door supervisor staff.

5. Ensure that when persons who are under 18 are present at the premises for an event which includes Regulated Entertainment that door-supervisors are employed in a ratio of 1:50 customers with a minimum of two door-supervisors being present at all times.
6. Ensure that records are kept by the Premises Licence Holder, 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.

7. Ensure that at least one personal licence holder (Licensing Act 2003) is present at the premises at all times when Licensable Activities are being provided.
8. Off sales of alcohol shall only be made from the Wright and Bright Bar next to the reception in the main stand.
9. The sale and supply of alcohol will be restricted to:
 - a) In relation to Association Football events, alcohol shall not be permitted within direct view of the playing area during the period commencing 15 minutes before the start of the fixture until 15 minutes after the end of the fixture. In so far as the corporate boxes are concerned this condition will be deemed complied with, if the interior of the said corporate boxes are obstructed from the playing area.
 - b) On the occasions of a sporting event the sale and supply of alcohol shall be restricted to:
 - i. Those persons who have been admitted as members of the hospitality facility and paid the appropriate membership fee and who have complied with the terms and conditions of such membership.
 - ii. Those persons who have hired the hospitality area.
 - iii. Directors of Crystal Palace Football Club.
 - iv. Guests of those persons mentioned above, subject to the terms and conditions of entry as laid down by Crystal Palace Football Club.
 - v. Those persons possessing a ticket entitling them to entry to the facility.
 - c) On all other occasions the sale and supply of alcohol shall be restricted to those persons attending private functions subject to the letting of the room on behalf of Crystal Palace Football Club.
10. In the event of a recognised event, not exceeding 12 events per annum, which falls outside the current permitted hours on the premises licence, the premises may provide the licensable activities shown above, commencing one hour before the start of the event and ending one hour after the end of the event, with the details of the event to be notified to the licensing authority and the police 10 days beforehand, with the police having an absolute right of veto in each case.
11. With regard to hospitality functions outside match times, the licence holder will provide appropriate stewarding and door supervisors as required.
12. 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.
13. 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.
14. The Incident Report Register (known as the Control Room Incident Log) will contain consecutively numbered pages (or in an electric 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.

15. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
16. The premises license holder must have a written search policy for those entering the premises and all SIA staff and the DPS must be acquainted with this policy.
17. A sufficient number of staff of both sexes shall be on duty to undertake any searches of the public.
18. The venue will operate random searching of patrons wishing to enter the hospitality areas of the stadium and will operate random searching of bags on entry to the hospitality areas of the stadium with any patron refusing to be searched being excluded from the stadium. The Premises Licence Holder will be responsible for organising and implementing two pre-planned search initiatives per year, focusing on any possible drugs or weapons which patrons may attempt to bring in to the ground.
19. The premises licence holder will inform the Police of any search resulting in a seizure of drugs or offensive weapons.
20. On match days any police instructions or directions given via the link (this being the link between the Match Safety Officer and the Police Match Commander) will be complied with whenever given.
21. On match days all incidents of crime and disorder will be reported via the link (this being the link between the Match Safety Officer and the Police Match Commander) to an agreed police contact point.
22. Empty bottles and glasses will be collected regularly and promptly.
23. Plastic or toughened glasses/bottles will be used when requested by the Police.
24. All persons under the age of 16 years will be able to transit through the licensed areas in order to gain access and egress to and from their seat.
25. The premises will operate a zero tolerance policy on drugs and deals with anti-social behaviour in accordance with an agreed Information Sharing Protocol.
26. On match days during the times that alcohol is sold or supplied, the premises license holder shall designate SIA staff supervisors to act as welfare officers. They will be responsible for monitoring levels of intoxication amongst patrons at the venue to identify and assist the premises license holder to care for vulnerable persons and identify unattended property and respond to theft allegations. They shall be clearly identifiable as welfare officers and trained in conflict management. The number of welfare officers at each event shall be a minimum of:

Category	Location	Welfare officer
Low risk	Private boxes	1
Low risk	Hospitality	1
Medium risk	Glaziers Bar	1

27. Boxing or Wrestling entertainment shall only take place on the pitch on a suitable structure for the purpose.

Public Safety:

28. No strobes, lasers or smoke machines will be used at the premises unless there is a clearly displayed warning at the entrance to the premises that such equipment is in use.
29. Written records of all accidents and safety incidents involving members of the public notified to the premises licence holder will be kept. These will be made available at the request of an authorised officer.
30. When licensable activities are taking place, suitably trained first aid staff that are easily identifiable will be provided.

The Prevention of Public Nuisance:

31. The premises licence holder shall ensure that no nuisance is caused by noise or vibration emanating from the licensed premises resulting from the use of this licence.
32. Empty bottles will be stored in suitable receptacles immediately outside the premises prior to collection.
33. The premises will be operated in a manner which will prevent unwanted odours causing a nuisance to persons in the immediate area or nearby properties.

The Protection of Children from Harm:

34. The premises will operate a Challenge 25 age verification policy.
35. Signage promoting Challenge 25 will be displayed on the premises.
36. Staff will be trained in relation to the sale of alcohol, age-restricted products, Challenge 25 and how to check ID before commencing to sell alcohol. This training will be refreshed every 12 months.
37. Records will be kept of staff training and these will be produced to Police and Local Authority Officers on reasonable request.
38. The following forms of ID will be accepted as proof of age: passport, photo driving licence and PASS hologram identity cards; and these will include a photo of the customer and their date of birth.
39. A register of refused sales of alcohol will be kept and maintained on the premises. These records will be produced to Police and Local Authority Officers on reasonable request.