

Report to Licensing Committee

Date of meeting: 22nd March 2023



Subject: Coronation Road Closures & Extended Licensing Hours

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Committee Secretary: A Hendry (01992 564246)

Recommendations: For Information

Background

Following the success of the simplified application for road closures held to celebrate Her Majesty the Queen's Platinum Jubilee in June 2022, the Licensing Committee agreed at its meeting on 1st November 2022 to adopt the same process for the Coronation of His Majesty The King and Her Majesty The Queen Consort.

The Coronation of His Majesty The King and Her Majesty The Queen Consort will take place at Westminster Abbey on Saturday 6th May 2023.

On Sunday, 7th May Neighbours and communities across the United Kingdom are invited to share food and fun together at Coronation Big Lunches, in a nationwide act of celebration and friendship.

The Coronation Big Lunch will be overseen and organised by the Big Lunch team at the Eden Project. Her Majesty The Queen Consort has been Patron of the Big Lunch since 2013 and resources have been made available online by the Big Lunch team to help people and communities start their Coronation Big Lunch planning.

Monday 8th May has now been confirmed a bank holiday and will be celebrated by "the big help out" where residents are being encouraged to volunteer and help with local groups or charities.

As agreed in November the Council has put in place special relaxations to make it easier for our residents to come together and celebrate this momentous occasion.

Residents wishing to host a street party still need to apply for a temporary road closure however, for non-commercial events held on 6th, 7th or 8th May 2023, the Council has determined to waive the fees normally associated with such applications and to simplify the application process as follows:

- 6-week application period - there are no legal deadlines, and whilst applicants should be encouraged to submit applications at the earliest stage, we can adopt a minimum 4 week notice cut off period. However, where objections are received this may not allow sufficient time for the Licensing Sub-Committee to determine the application and therefore, they may have to be refused outright.
- The Council's Licensing Team to undertake consultation with Essex Highways and other partners agencies on the applicant's behalf. The applicant remains responsible for notifying neighbours, businesses, Town Parish Council, and anyone else who will be affected by the road closure.
- Risk Assessments – remove the need for risk assessments to be submitted at application stage and substitute with the following advice; *If your event is for 500 people or less, we will not normally ask for a risk assessment to be submitted as part of the*

application. However, you should ensure that you consider all the risks involved and document these. This will help you to identify any particular areas where problems may occur and that you have addressed them. Documenting this process and demonstrating that you have prepared to mitigate risks offers you protection if something happens at your event. Please refer to the 'Guide to Street Party and Planning' for further guidance. You can get further advice from the Health and Safety Executive at www.hse.gov.uk

- Removal of the requirement for public liability insurance. There is no requirement from central government to have public liability insurance and many councils don't insist on this. However, applicants are advised that if they wish to obtain insurance for their own peace of mind, information about public liability insurance is available on third party websites including; the Streets Alive, streetparty.org.uk and the Big Lunch etc.

This recommendation is in line with Governments guidance to organising a street party [Your guide to organising a street party - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

The Councils approach follows Government guidance, Rt Hon Michael Gove MP wrote to Councils on 26th January 2023 stating:

I know that efforts by you and your local communities will be central to making this a momentous weekend of UK-wide celebration. I would ask you all to take every possible action to help your communities in their preparations - making processes cost-free for residents, cutting red tape, and being completely flexible when receiving applications for road closures. I know that your work in doing so for the Platinum Jubilee celebrations in 2022 contributed greatly to such memorable community events for so many.

Guidance & Communication

To further assist our resident's, detailed guidance has been produced and is being promoted through the website and press releases [Advice on Coronation street parties - Epping Forest District Council \(eppingforestdc.gov.uk\)](http://eppingforestdc.gov.uk)

The Councils Licensing Team have also reached out to some organisations who had previously applied for road closure to celebrate Her Majesty the Queens Platinum Jubilee in June 2022 advising them of the adopted process.

Extension to Licensing Hours

The Government has also consulted on whether to relax licensing hours for the sale of alcohol (on-sales only) and late-night refreshment on Friday 5th, Saturday 6th and Sunday 7th May 2023.

If agreed this will extend the opening hours from 23.00 to 01.00 on these dates however the relaxation will not apply to off licences, supermarkets, or late-night takeaways.

The proposal is similar to the extension put in place for the Platinum Jubilee in 2022 and other occasions of national celebration.

The consultation ended on 23rd January 2023 and the proposal is widely supported by the hospitality trade and likely to be approved however, no formal announcement has been made at this time.