

# **Clapham Common Planning Application for Temporary Events**

**18 January 2021**

## **Acronyms used in this document**

**The following explains the acronyms used within this document:**

Acronym	Meaning
BAP	Biodiversity Action Plan
BID	Business Improvement District
CDM	Construction Design & Management
CPZ	Controlled Parking Zone
ELT	Event Liaison Team
ESMP	Event Safety Management Plan
GPDO	General Permitted Development Order
HSE	Health & Safety Executive
LBL	London Borough of Lambeth
LBW	London Borough of Wandsworth
LESAG	Lambeth Events Safety Advisory Group
MAGIC	Multi-Agency Geographic Information for the Countryside
OIC	Officer in Charge
PIL	Park Investment Levy
SUDS	Sustainable Urban Drainage Systems
SW4	South West Four Festival
SWMP	Site Waste Management Plan
TfL	Transport for London
TPZ	Tree Protection Zone

## **1. Introduction**

- 1.1. Clapham Common is a public open space of 81 hectares located in south west London, with its eastern half in the London Borough of Lambeth (LBL) and western half in the London Borough of Wandsworth (LBW). It is owned and managed wholly by LB Lambeth. Its legal status is defined by the Metropolitan Commons Act 1866 and Supplemental Act of 1877. See application and ownership boundary uploaded separately.
- 1.2. The Common has been and continues to be used for a wide range of community and commercial events. EventLambeth, Lambeth Council's Events Team oversees and delivers events in Lambeth's open spaces, including the Common. Any event in a Lambeth park, open space or street must be approved by EventLambeth before it can take place, this approval process includes engagement with a wide range of stakeholder's further details can be seen in Appendix III.
- 1.3. This planning application relates to temporary events that occur on the part of the Common located within the LBL, as identified in the application and ownership boundary document.
- 1.4. These temporary events are categorised as small, medium, large and major based on the number of attendees, as defined in all EventLambeth reports and brochures. For consistency this report adopts the same terminology. The definitions for these events are as follows:
  - Small up to 499 attendees
  - Medium up to 4,999 attendees
  - Large up to 19,999 attendees
  - Major over 20,000 attendees

### **Schedule of Events**

- 1.5. The Common has a long and varied history of events taking place and currently hosts around 50 events a year, ranging from large and major events like South West Four (SW4) and the Moonwalk, to small and medium events such as those organised by community groups, fun runs and sports events.
- 1.6. The small and medium events generally last no more than a day and often only a few hours, take up a small amount of space, require minimal infrastructure and attract relatively low numbers of attendees many of whom are from the local area. The impact of these events is therefore minimal.
- 1.7. The large and major events require more space and infrastructure and attract large crowds. These events are likely to have more of an impact on the Common, visitors, wildlife and neighbouring residents and are the primary focus of this application. Ticket analysis denotes that these events are attended by local residents but also draw audience from across London and wider area.

- 1.8. Events usually occur in the event space detailed in the Large and Major Event Locations, although small and medium events can take place at various locations across the Common.
- 1.9. For 2021 there is one major event included in this application, the Festival Republic Concert Series.
- 1.10. The Major event included in this planning application are scheduled to take place on the Common in 2021 can be seen below.

Event	Event Scale	On-site	Event Start Day	Event Finish Day	Event Off-site
Festival Republic Concert series and Festival	Large and Major	09/08/2021	20/08/2021	30/08/2021	06/08/2021

- 1.11. The Moonwalk, a charity walk raising fund for breast cancer Charities will not be taking place in 2021. They will be returning in 2022.
- 1.12. The British Heart Foundation London to Brighton Bike ride will not be taking place in 2021 they will be returning in 2022.
- 1.13. The Festival Republic Summer Concert Series and Festival has up to 10 event days in total. Up to 6 Major event days with a capacity of up to 39,999 and up to 4 large event days which have capacities 19,999. It was new to the portfolio of events on Clapham Common last year but cancelled due to COVID-19. It will go through the same event approval processes as previous events of a similar scale such as SW4.

#### **Requirement for a Planning Application**

- 1.14. The number and cumulative duration of large and major temporary events taking place annually on Clapham Common results in the need to secure planning permission.
- 1.15. The General Permitted Development Order 2015 allows for the temporary use of land for any purpose for not more than 28 days in total in any calendar year (with the exception of markets and motor racing). This piece of legislation is generally used by event organisers for fairs, festivals and other temporary events, allowing for the siting of moveable structures in connection with the use (porta-loos, tents, etc.). EventLambeth has been advised by the Lambeth Council Planning team that the Permitted Development cannot be used in respect of events with significant structures such as stages or large tents.
- 1.16. Historically this 28-day limit has been exceeded on Clapham Common and will continue to be exceeded by the 2020 event schedule. In order to regularise these annual events and bring them under the control of the planning system, a planning permission will be required for the Common. We are following planning requirements by submitting

planning applications to address the number of event days and since 2017 we have submitted successful planning applications for Clapham Common to cover the temporary events requirements.

- 1.17. EventLambeth have engaged with the Lambeth Planning team to agree upon the scope and contents for this application and it has been agreed that a full planning application will be required under the Town and Country Planning Act 1990 to secure permission for some of the temporary event uses. This is the fifth year this application has been made and guidance has been provided as to those events which do not require planning permission, and those have been excluded from this application but are listed in the programme of events for Clapham Common 2021 (submitted separately).
- 1.18. This application seeks temporary planning permission for XX event days. For the purposes of this application, an event day is defined as any day where an event takes place on the Common. This includes build and de-rig for events. This number of event days does not include Electric Winter or the ice rink applications which will require their own separate planning permission via a separate application.
- 1.19. The application, for Winterville 2021, will be made to London Borough of Wandsworth as the location change means that the event now falls within their jurisdiction

## **Application Contents**

- 1.20. The planning application is accompanied by the following documents:
- Application Form + ownership certificates
  - Location plan showing LBL side of park red lined and LBL ownership blue lined
  - Application fee
  - Events Report (this document)
  - Example Event Safety Management Plans for Large Events (redacted) which include security plans, site plans, crowd management and waste management. These are redacted due to public safety reasons and have been submitted to LB Lambeth separately.
  - Transport assessments 2019 and previous years.
  - Premises Licenses for large events redacted.
- 1.21. Plans:
- Location and extent of large and major events on the Common
  - Access plan for delivery and servicing for all events
  - Example site plan for the new Major event on Clapham common (submitted separately to LB Lambeth due to security considerations)
- 1.22. This Events Report forms the principal application document and sets out the background to the proposals, explains why temporary permission is required, the type of events that will take place and assesses the proposals against the relevant policies in the development plan. The main body of the report is split into the following chapters that address the key planning considerations.
- Planning Policy

- Events Safety Management Plan
- Site Set-up and Dismantlement Plan
- Delivery and Servicing Management Plan
- Transport Assessment and Travel Plan
- Waste Management Plan
- Signage & Way-finding Strategy
- Security Plan
- Public Toilet Strategy
- Landscape Management Plan
- Tree Protection Plan
- Biodiversity Report
- Lighting Strategy
- Noise Impact Assessment
- Community Use Plan
- Flood Risk Assessment and SUDS
- Health and Safety Assessment

### **Lambeth Council Event Policy and assessment process**

1.22 Any event in a Lambeth park, open space or street must apply and be approved by EventLambeth, who issue Park or Street Event Permits to successful applicants. Assessment of events is set in the new policy document passed by cabinet in 2020 after formal consultation.

1.23 This process includes four stages which all event applicants must meet in order to be granted approval to use Council land for an event. All event applications can be approved or rejected at any stage of the event.

- Stage 1 – Application and Technical Assessment
- Stage 2 – Ward Councillor and Community Engagement
- Stage 3 – Health and Safety Assessment
- Stage 4 – Final Checks and Permit Approval

1.24 Since different sized events require different levels of scrutiny, larger events must apply earlier.

- Small Events – up to 499 people must apply 3 months before the event, however this time-scale can occasionally be reduced for smaller and low risk events.
- Medium Events – up to 4,999 people must apply 4-6 months before the event.
- Large Events – up to 19,999 people must apply 6-12 months before the event.
- Major Events – 20,000+ people must apply 12+ months before the event

1.25 The Safety Advisory Group is made up of members from the Metropolitan Police Central Planning, Festivals and Licensing and Safer Neighbourhood teams, London Fire Brigade, NHS Trusts, London Ambulance Service, Transport for London with representations from across the following departments – Surface Event, Underground, Overground, and Buses, Lambeth, Wandsworth Highways, Street Works, Lambeth Licensing, Lambeth Public Protection, Lambeth Food, H&S, Lambeth Building Control, Lambeth Parking. The group is chaired by the Head of Regulatory Services. All members are invited to attend regular meetings and review all documents, large and major event plans and continue to monitor and request revisions and enhancement of plans until such time as they are satisfied that events planning demonstrates the highest standards of safety.

Statutory Licensing

1.26 It is important to note that although planning permission is being sought for temporary events on Clapham Common, all events that have licensable activities under the 2003 licensing Act require a licence and are scrutinised as part of the licensing process.

1.27 Each application submitted must meet the Licensing Objectives which are:

- The Prevention of Crime and Disorder
- Public Safety
- The Prevention of Public Nuisance; and
- The protection of Children from Harm

1.28 This report draws in part upon the information submitted in support of the event applications and licensing applications and demonstrates that the proposals for temporary events on Clapham Common are acceptable in planning terms.

## **2. Planning Policy**

2.1 The London Borough of Lambeth (LBL) statutory development plan consists of the following documents:

- London Plan 2016
- Local Plan September 2015
- Local Plan Policies Map September 2015

2.2 The application site is covered by the following allocations:

- Sites of Borough Nature Conservation Importance
- Metropolitan Open Land
- Clapham Conservation Area CA01

2.3 The following policies are also applicable to the application:

### ■ **London Plan**

- 5.12 Flood Risk Management
- 7.17 Metropolitan Open Land
- 7.18 Protecting Open Space and Addressing Deficiency
- 7.19 Biodiversity and Access to Nature
- 7.21 Trees and Woodland

### ■ **Local Plan**

- T1 Sustainable Travel
- EN1 Open Space and Biodiversity
- EN5 Flood Risk
- EN7 Sustainable Waste Management
- Q9 Landscaping
- Q10 Trees
- Q22 Conservation Areas

2.4 The majority of these topics are covered in the chapters of this report. The following summarises where the relevant information can be found and how other policy requirements are met where they are not addressed elsewhere.

2.5 **5.12 – Flood Risk Management and EN5 Flood Risk** - Chapter 18 of this report is a Flood Risk Assessment, required since the site is over 1 hectare. The application site is in flood zone 1 and will not introduce any additional hard standing or increase in the risk in flooding on the site or elsewhere.

2.6 **7.17 Metropolitan Open Land** - The strongest protection is given to London's Metropolitan Open Land (MOL) and inappropriate development should be refused, except in very special circumstances, giving the same level of protection as in the Green Belt. All of the proposed development is temporary. The majority will have no impact on the openness of the MOL. Even the largest events will have structures contained in small areas of the Common and will only be in place for a few days. There will be no permanent impact on the MOL.

2.7 **7.18 – Protecting Open Space and Addressing Deficiency** - The loss of protected open spaces must be resisted unless equivalent or better-quality provision is made within the local catchment area. The proposed temporary events will not result in any permanent loss of open space. At any given time, no more than 10% of the Common area will be used for events and rest periods are programmed so that public access is maximized. Income generated from commercial events is used to maintain and improve the Common.

2.8 **7.19 – Biodiversity and Access to Nature and EN1 Open Space and Biodiversity** - Please see chapters 12 & 14 for details of how events are located to avoid negatively impacting the biodiversity of the Common.

2.9 **7.21 Trees and Woodland and Q10 Trees** - Please see chapter 13 for details of how trees on the Common will be protected during events. In general events are not located near existing trees and where they are, event's organisers are required to abide by previously agreed conditions to avoid causing any damage.

2.10 **T1 Sustainable Travel** - Chapter 6 of this report sets out the travel plans for events on the Common. Public transport is strongly encouraged by event organisers and crowds are carefully managed to avoid overcrowding in stations. No parking is available for events so no significant amounts of traffic are generated.

2.11 **EN7 Sustainable Waste Management** - Chapter 7 of this report sets out the approach to waste management for all events on the Common.

2.12 **Q22 Conservation Areas** - Clapham Conservation area CA1 is centred on Clapham Common and contains a number of listed buildings from the 18th and 19th centuries. There is also a great deal of mid-late 19th century residential development beyond the Common's edges that is deemed to be of interest.

2.13 **Policy Q22** states that development proposals affecting conservation areas will be permitted where they preserve or enhance the character or appearance of conservation areas by:

- respecting and reinforcing the established, positive characteristics of the area in terms of the building line, siting, design, height, forms, materials joinery, window detailing etc.;
- Protecting the setting (including views in and out of the area).

2.14 This application is for temporary events on the Common. In the majority of cases these events will only require limited infrastructure such as tents, seating, vehicles and portable toilets that will have a very minimal temporary impact on the Conservation area. The small number of large events do generally require more infrastructure such as stages, public address systems and lighting

rigs that could have an impact on the setting of the Conservation area, however these are temporary and will not have any permanent impact. The Common has traditionally been used for a range of temporary events and continuing this tradition is in keeping with the character of the Common and surrounding areas.

### **3. Events Safety Management Plan**

3.1 Ensuring that an event is organised and run in a way that is safe for staff and patrons is one of the key considerations for the EventLambeth team when reviewing applications. Officers consider all the critical information needed to deliver a safe and appropriate event depending on the size and type of event proposed.

3.2 Health & Safety Management Plans and Risk Assessments are required to support all event applications.

3.3 All high-risk medium, large and major events are required to present to the Lambeth Events Safety Advisory Group (LESAG) before a conditional agreement notice is given by EventLambeth. These meetings take place on a monthly basis, further meetings are arranged as required. Membership of LESAG includes the following organisations who oversee public safety:

- London Borough of Lambeth;
- Metropolitan Police Service;
- London Fire Brigade;
- London Ambulance Service;

3.4 LESAG consider event proposals in detail and the meeting gives key partners the chance to raise specific objections or concerns on the event proposal. All small and medium event applications are assessed for health & safety and guidance is sought from the LESAG on a case by case basis depending on the criteria scoring matrix of the event assessment.

3.5 All events are required to have a designated Health & Safety officer who is responsible for the health and safety of all persons engaged in the event.

3.6 For large and major events held on the Common, event organisers are required to produce an Event Safety Management Plan (ESMP), a document submitted to EventLambeth as part of the application for a license to hold the event. The ESMP outlines measures that are taken to ensure that the event is as safe as is reasonably practicable. For example, the ESMP submitted as part of the 2020 Moonwalk application includes information on the following topics:

- Event Safety Policy;
- Event Details:
- Venue Design
- Temporary Structures
- Audience Capacity and Profile
- Performance Details
- Admissions
- Refuse

- Water
- Sanitary facilities
- Fire precautions (and evacuation times)
- Electrical systems
- Flown/Hung equipment
- Radio Channels
- Contractor Accreditation
- Contractor Competency safety and information
- Crowd management
- Transport management
- Contingency Planning
- Opening and egress plans
- First Aid Plans (including nearest A&E and hospitals)
- Event Organiser insurance – EventLambeth require every event organiser to have at least £5million PLI
- Residents letter (where necessary)
- Complaints and ELT numbers

3.8 The Event Safety Management Plan for the Festival Republic Concert Series and Festival are still being developed for 2021. These documents are not available in the public domain due to public safety reasons and have been redacted and submitted to the LPA separately.

#### **4. Site Setup & Dismantling Plan**

4.1 Events held on the Common are required to submit details of their site set-up and dismantling plan to EventLambeth as part of the event application. Although events are scheduled to take place for a certain number of days, additional time is sometimes required before and after an event to ensure a safe and well-structured site set-up and dismantling. Build and Break for some events may fall within the CDM model set out for Construction sites.

4.2 For large and major events a production schedule details when event organisers are on-site, any vehicles required, and information on when the event will be completely dismantled. Set-up and dismantling plans can also be submitted to LESAG and passed to the Council and relevant statutory bodies for comment. This is to ensure each event is acceptable in terms of site set-up and dismantling.

4.3 Large and major events are required to provide production schedules as part of the event application. The organisers of these larger events fence off areas of the Common in order to better manage the space, people, security requirements and vehicular movements necessary for site set-up and dismantling. EventLambeth closely monitors adherence to these schedules to make sure there are no overruns.

4.4 For small and medium-sized events, the information provided for site set-up and dismantling will reflect the requirements for these events and are simpler than those for large and major events since many are set-up and dismantled within a day.

4.5 The details and time requirements for site set-up and dismantling vary significantly between events. Many small and medium events can set up, hold the event and dismantle on

the same day. In contrast, a large event such as the Moonwalk has three event days but is on-site for sixteen days total. Thirteen days are required for site set-up and dismantling. Whilst the event days will be the only days that result in significant noise output and crowds, the site will not be accessible to the public for the full 16 days. This amount of time is required to avoid disturbing residents by working overnight and to comply with Construction Design and Management regulations.

4.6 In order to reduce the impact on the general public, the timings and location of events are programmed to ensure that the park has sufficient time to recover between periods of heavy usage. Where part of the Common is fenced off for an event such as the Moonwalk, it will not then immediately be used again for another event to make sure the public retains as much access as possible. This also permits any reinstatement or maintenance that is required to take place.

## **5. Delivery & Servicing Management Plan**

5.1 Many of the events scheduled to take place on the Common have delivery and servicing requirements for event hardware, such as stages, tents, PA equipment and lighting, as well as consumables, such as food and drink. These requirements vary significantly depending on the size, duration and hours of operation and need to be carefully managed to avoid having a negative impact on those using the Common and local residents. In 2018 and again in 2019 the funfair site was made available to large and major events so that they could hold vehicles on there until the site was ready for them. This alleviates any pressures caused by vehicles arriving outside their dedicated timeslot.

5.2 Many of the small-scale events do not require any delivery or servicing due to the small number of people attending or the type of event. For some small and medium events delivery and servicing will take place via the Common's existing access routes, adhering to applicable restrictions on vehicular access.

5.3 Delivery vehicles use existing access points and roads on the Common to avoid damage to the amenity grassland. Where heavy vehicles do need to drive on the grass, temporary surfaces are installed to avoid damage. Grass tyres are required for plant vehicles that drive on the grass. EventLambeth require a deposit, commensurate with the scale of the event, from event organisers to pay for any necessary repairs and it is part of the Terms and Conditions of hire that any costs beyond the deposit held will be payable by the event organiser. Please refer to chapter 12 for additional details on the management of the landscape of the Common.

5.4 For large-scale, multi-day events, delivery and servicing will be required before, during and after the event for set-up, take-down, public toilet cleaning and the restocking of on-site bars and food outlets. The timings of delivery relate directly to the event's hours of operation, with all deliveries and servicing taking place outside of event hours. Any event requiring construction work will be expected to complete heavy construction work – i.e. the work that causes the most noise – during normal work hours.

## **6. Transport Assessment & Travel Plan**

6.1 Clapham Common is located within a heavily populated metropolitan area and is well served by transportation links, including London Underground, London Overground,

National Rail, local bus services and strategic vehicular and cycling routes.

6.2 Two Underground stations are located on the edges of the Common; Clapham South and Clapham Common to the east. A further Underground station, Clapham North, is located approximately 700m to the northeast of the Common.

6.3 Clapham High Street Overground station is located approximately 600m northeast of the Common, and Clapham Junction Overground station is located approximately 650m north-west of the Common. Clapham Junction station is also served by National Rail connections to the wider region.

6.4 The Common is well served by local bus routes. Several routes run along Rookery Road, which traverses the Common, while others run along the northern, eastern, and western edges of the park.

6.5 No public car parking is provided for any event that takes place on the Common. Event organisers are required to inform attendees that no visitor car parking is available and provide information about public transport and alternative options to travel to and from the site. The surrounding area is covered by designated Controlled Parking Zones (CPZs). Parking has not been a problem in the past since visitors are familiar with typical London parking restrictions and will not try and drive to a public event on the Common. Where pick up / drop off is required, specific areas are designated and carefully marshalled.

6.6 Organisers of large and major events are required, where necessary, to prepare a Transport Assessment/Travel Plan that is submitted to EventLambeth as part of the application process. The amount of detail in these documents will vary depending on the size and specific requirements of the event in question.

6.7 Transport Assessments for large and major events may include details on issues such as local public transport capacity, timings, egress plans, crowd management [to be discussed in Chapter 8], traffic management, signage and way-finding [to be discussed in Chapter 9], localised road closures, and coach drop-off locations.

6.8 Small and medium events do not stress the local transportation network and are not required to provide such detailed Transport Assessments.

6.9 As part of the event application process for large and major events held on Clapham Common, these Transport Assessments are submitted to LESAG and then passed to TfL and relevant emergency service providers for comment. This is to ensure each event is acceptable in terms of impact on the local transportation network.

6.10 For egress, large and major events with a hard finish are required to direct attendees to Clapham South Underground station and Clapham Junction National Rail/Overground station.

6.11 The island platforms at Clapham Common tube station make it unsuitable for large and major event egress. As part of the established egress plan agreed by Safety Advisory Group Clapham Common station is closed before peak egress and all exiting audiences are directed across Clapham Common toward Clapham South. This allows the crowd to spread out and to be managed into Clapham South Station. The decision to close the station lies totally with TfL. These measures are detailed in the Transport Assessment for each event and developed

throughout discussions with the LESAG.

6.12 Small and medium events do not have the same requirements for egress as the large and major events. Lower attendances overall and attendees tending to be more local in origin mean that the existing local transportation network is adequate to support egress.

6.13 For large and major events, where necessary traffic management measures are put in place to aid the movement of attendees to and from the event, including temporary crossing points on nearby main vehicular routes. These measures are detailed in the Transport Assessment.

6.14 In 2019 a full transport assessment was undertaken at SW4 and House of Common, this is submitted in Appendix 2a alongside previous Parking Stress Surveys undertaken in 2017 and the modal split survey of attendees to SW4 in 2017 and 2018.

## **7. Waste Management Plan**

7.1 Events held on the Common are required to submit a waste management plan to EventLambeth as part of the event application process.

7.2 EventLambeth terms and conditions provide guidelines for the management of litter, bins, and recycling for events carried out within the borough's parks and open spaces.

- These conditions require that the event organiser is responsible for:
  - The provision of suitable refuse receptacles, sufficient wet skips (if required);
  - Litter picking on the event ingress and egress routes;
  - Additional picking in the local area, if required;
  - The organising of litter picking, sweeping, and collection services;

7.3 The event organiser is responsible for ensuring that the site, a minimum of 10m around the site perimeter and ingress/egress routes are left clear of all litter and refuse on completion of the event. The organiser is also responsible for the spread of any litter directly attributable to the event and is responsible for removing all waste from the event site, as well as paying for any additional street cleaning required. Should the site not be cleaned to the satisfaction of the OIC, a further charge shall be levied for the clearance of any remaining litter by the Council's contractor. This charge will be taken from the damage deposit paid by event organisers to EventLambeth prior to the event.

7.4 Further detailed information on these terms and conditions can be seen in Terms and Conditions of Hire, which are appended to this application for reference purposes.

7.5 As part of the licensing process for larger events held on the Common, the Waste Management Plans are submitted to LESAG and passed on to the relevant statutory bodies for comment. This is to ensure each event is acceptable in terms of impact on the local waste management provision.

7.6 The event management plans provide further details of waste management practices for Large and Major Events on the Common.

## **8. Crowd Management Plan**

8.1 All events held on Clapham Common are required to submit details on crowd management to EventLambeth as part of the event application process.

8.2 For large and major events, details of crowd management can be complex and include detailed information on crowd management measures and emergency procedures. This information is provided as part of the Event Safety Management Plan and the Transport Assessment and Egress Plans.

8.3 For small and medium events, the information provided for crowd management will reflect the requirements for these events and will be comparatively basic.

8.4 For large and major events on the Common, crowd management will be undertaken by event security staff under the guidance of the Crowd Safety Coordinator, or other relevant official, in co-operation with the Event Organiser.

8.5 All crowd management will be undertaken following the guidance outlined in the HSE Publication; “The Guide to Safety at Sports Grounds”, “The Event Safety Guide”, and “Managing Crowds Safely.”

8.6 For large and major events, they are required to submit ingress and egress management plans which provide greater levels of detail regarding crowd management at events, particularly signage, stewarding, and queue management measures.

8.7 These plans also include information on egress from the Common, which is particularly relevant for events with a hard finish. This Egress Plan includes detailed steward numbers and locations during egress.

8.8 As part of the event process for large and major events held on the Common, these plans are submitted to LESAG which includes TfL and relevant emergency service providers for comment. They are then represented until the LESAG is ready to sign them off. This is to ensure each event is acceptable in terms of crowd safety and management, and their impact on the local transportation network.

## **9. Signage & Way-finding Strategy**

9.1 Clapham Common is one of the largest open spaces within LB Lambeth and there is already significant signage and way-finding infrastructure in place to help visitors navigate. In general events do not require a significant amount of event-specific signage. Large and major events are easy to find and employ stewards to direct people around the site. Smaller events may require limited and small-scale local signage to help people find the event.

9.2 Signage and way-finding are important during the egress of large and major events with a hard finish. During egress, these events use variable messaging signs to direct people between the event and local public transport. Posters are put on the steel shield of events such as the Moonwalk to help people find relevant entrances and information. Event organisers have also erected signs on lampposts directing people to Clapham Junction station during egress, where needed. This is done in agreement with LB Wandsworth.

9.3 Signage and way-finding strategies are included within the ingress and egress

management plans submitted to EventLambeth as part of the event application process. These ingress and egress plans are submitted to LESAG and passed to TfL and relevant statutory bodies for comment. This is to ensure each event is acceptable in terms of crowd management and impact on the local transportation network.

9.4 As outlined in EventLambeth terms and conditions of hire, event organisers are required to provide signs to all safety and welfare facilities on site (e.g. first aid, toilets, drinking water, etc.). Any event taking place on Clapham Common wishing to erect external signs and banners to advertise their event will need to adhere to LB Lambeth's terms and conditions regarding advertising signs.

9.5 These terms and conditions state that permission to erect advertising signs and banners requires planning consent, with the applicant ensuring that all advertising material complies with the Common's current consent.

9.6 The terms and conditions also state the erection of signs/banners is only permitted and approved by the OIC in advance. All details of said signs/banners will also be approved by the OIC in advance, with all signs/banners removed immediately after the event has taken place.

9.7 Further detailed information on these terms and conditions can be seen in EventLambeth's Terms and Conditions, which are appended to this document for reference purposes.

## **10. Security Plan**

10.1 It is important to ensure that all events taking place on Clapham Common are safe for visitors and other users and this is a key consideration when determining a licensing application.

10.2 The details of security plans will vary significantly between events held on the Common, depending on the size, set-up, number of attendees, and requirements of each event. For large and major events, security measures can be complex and include detailed information that is not available in the public domain due to the sensitive nature of its content. This information is provided as part of a Security Plan, a standalone document that is appended to the Event Safety Management Plan for larger events and submitted to EventLambeth.

10.3 As part of the event application process for large and major events held on Clapham Common, these Security Plans are submitted to LSAG and passed to the Metropolitan Police and other relevant emergency service providers for comment. This is to ensure each event is acceptable in terms of crowd safety and security.

10.4 For small and medium events, the information provided for security will reflect the requirements for these events and will be comparatively basic.

10.5 The Event Safety Management plans submitted separately provide further information around security measures. Due to public safety reasons these documents have been redacted.

## **11. Public Toilet Strategy**

11.1 Events held on Clapham Common are required to provide details of the proposed

public toilet Provision as part of their application to EventLambeth.

11.2 All events are required to provide public toilets in line with national guidance in the “Purple Guide to Health, Safety, and Welfare at Music and Other Events”, which specifies the requirements for different events and different numbers of attendees.

11.3 Large and major events are required to provide toilets both inside and outside the event, to cater for those attendees who are queuing. This information is provided as part of the Event Safety Management Plan.

11.4 EventLambeth terms and conditions state that event organisers must not rely on existing provision of sanitary facilities, and any failure to provide adequate toilet provision may result in additional cleaning charges.

11.5 Small community events that are unable to provide additional toilet facilities may rely on existing provision of park toilets but only in agreement and discussion with LB Lambeth Parks department. Any small event including a bar should provide public toilets unless an agreement can be made for use of existing park facilities.

11.6 Large and major events produce a sanitation plan as part of their submission to EventLambeth team. This strategy includes the number and location of all chemical toilets, disabled toilets, and urinals to be provided during the event.

## **12. Landscape Management Plan**

12.1 Clapham Common is important as a large open green space in a built-up area with views across grassland and trees providing a backdrop and context for the surrounding urban fabric.

12.2 The views towards and into the Common from the surrounding roads form an important part of the townscape of the area giving it a strong local identity and sense of place. Within the Common the variety of views enriches the landscape. Long views across the open areas of the Common contrast with more enclosed views across the compartments created by avenues and woods. Views to key landmarks within the Common such as the Holy Trinity Church and the Bandstand give a sense of history and aid orientation.

12.3 The Common is one of the largest open spaces within LB Lambeth and is a leisure and recreation destination both locally and regionally. It is therefore important that any event held on the Common considers landscape management to ensure that it does not negatively impact on the parkland.

12.4 To ensure this, all events on Clapham Common are required to consider ground protection measures if there is a risk of damage, with relevant details submitted to EventLambeth as part of the event application process. The details related to ground protection and landscape management will vary greatly between events, depending on the size, set-up, number of attendees, and specific requirements of each event.

12.5 For large and major events, details of landscape management include a Grounds Management plan that contains information on how damage to the existing parkland will be prevented. This document is required by LB Lambeth and is included within the suite of documents submitted to EventLambeth as part of the application process.

12.6 As part of the event approval process for large and major events held on Clapham Common, the Grounds Management Plan and other details regarding landscape management are submitted to LESAG and passed to LB Lambeth and relevant statutory bodies for comment. This is to ensure each event is acceptable in terms of its impact on the Common.

12.7 A general principle followed by all events held on Clapham Common is that any structures erected as part of an event are temporary in nature, and thus do not inflict any permanent changes to the landscape of the park. All events held on the Common are positioned in areas that preserve important site lines and established walking and cycle routes.

12.8 Rest periods between large and major events are programmed into the Common's schedule of events to ensure that the park has sufficient time to recover between periods of heavy usage.

12.9 As outlined in EventLambeth terms and conditions of hire, event organisers are required to ensure care is taken of the tarmac areas within the Common. No structure fixing pins are to be used on any of the Common's footpaths or roadways under any circumstances, and any damage incurred shall be charged to the event organiser.

12.10 The terms and conditions also state that where appropriate trackway must be laid on grassed areas prior to any vehicles entering the Common to prevent any damage to grassland. Vehicles driving on the grass must adhere to conditions set out in the terms and conditions. Event organisers are required to pay for any damage caused.

12.11 Further terms and conditions relate to flooring used as part of the event, the cooking and the use of fires, and the storage of fuels, chemicals and substances.

12.12 Further detailed information can be seen in EventLambeth's Terms and Conditions of hire, which are appended to this document for reference purposes.

### **13. Tree Protection Plan**

13.1 Trees are a key part of green infrastructure on Clapham Common that provide a wide range of social, health, and environmental benefits.

13.2 There are approximately 1,800 trees on the Common with over 30 species represented, primarily consisting of Ash, Common Horse Chestnut, Lime, Maple and Plane. One of the key features of the Common is the tree-lined avenues and scattered parkland trees. Not only are these trees of significant aesthetic appeal, they also provide an important habitat for a range of invertebrates, birds and potentially roost sites for bats and need to be protected and preserved.

13.3 The plan below shows the general distribution of the trees on the Common. Approximately 2% of the Common's area is taken up by broadleaved semi-natural woodland. Amenity grassland and hard standing occupies a significant proportion of the common and it is on these areas where events take place. The site layout plans for the proposed large and major events on the Common, demonstrating that wooded areas will be avoided. This means that the potential for trees to be damaged due to temporary events is limited, but there are still some risks that need to be mitigated, especially for individual scattered trees.

13.4 Please note that a Tree Protection Zone (TPZ) is considered as the minimum area around a tree deemed to contain sufficient roots and rooting volume to maintain the tree's viability, and where the protection of the roots and soil structure is treated as a priority. The tree canopy dripline, defined by the outermost circumference of a tree canopy where water drips from and onto the ground, is used to define the boundary of the TPZ. The entire area within the dripline is considered the TPZ.

13.5 To mitigate against the risk of any trees in or adjacent to event sites suffering damage, events of any size should abide by the following general rules:

- Do:
  - Do give due consideration to an adequate TPZ in order to protect the root and canopy of trees from damage;
  - Do ensure that barriers are put around any relevant trees on the events site as soon as the Hirer starts event build;
  - Do act promptly to prevent any damage taking place to a tree;
  - Do report any damage to a tree promptly upon the damage taking place – this should be to Lambeth Events Officer, or a Parks Officer attending or monitoring the event, in the first instance.
- Do Not:
  - Do not locate temporary structures in the TPZ;
  - Do not work with vehicles in or near a TPZ;
  - Do not carry out any activities that may compact soil in a TPZ;
  - Do not empty or drain liquids, wastes or any other form of effluent (e.g. waste cooking oil, washing water or solvents) in the TPZ;
  - Do not nail, screw or bolt anything into a tree or attached anything to the trunk or canopy, even with temporary fastenings;
  - Do not install lights, flags or any similar items in a tree's canopy or branches;
  - Do not stockpile around a tree;
  - Do not cut any trenches into the ground near a tree;
  - Do not use a tree as an anchor.



## **14. Biodiversity**

14.1 Clapham Common is a large, publicly accessible common in a heavily urbanised area in central London.

14.2 The Common measures 81 hectares, of which 63.4 hectares is covered by amenity grassland. This habitat comprises a limited range of native species, which are common and widespread in both the local and national context; and already subject to very high levels of existing use and disturbance. As such, this habitat is considered to be of low ecological value at the site level and any loss or disturbance to this habitat type would be of limited ecological significance. In addition, another 17.8 hectares of the Common is hard standing, which has no ecological value.

14.3 Although amenity grassland and hard standing dominate the Common, the remainder is comprised of more bio-diverse areas, including improved grassland, broadleaved semi-natural woodland, open water, buildings, shrubs and scrub.

14.4 Information on statutory nature conservation designations and background habitat information has been reviewed on the online Multi-Agency Geographic Information for the Countryside (MAGIC) database, which incorporates information from Natural England. The key designations applicable to the Common are as follows:

1. Priority Habitat Inventory – Deciduous Woodland (England)
2. Wood Pasture and Parkland BAP Priority Habitat (England)
3. National Forest Inventory (GB)

[BAP = 'Biodiversity Action Plans, which exist at both the national (UK) and local (Lambeth) level]

14.5 The site supports two relatively small blocks of broadleaved woodland, namely Nursery Wood, and Battersea Woods. Nursery Woods forms an area of relatively dense scrubby former broad-leaved plantation woodland, supporting a range of planted semi-mature and mature broad-leaved trees.

14.6 The site as a whole provides a variety of opportunities for faunal species, with species of interest in particular including birds, bats and invertebrates. The Common supports a range of water fowl species as well as garden birds, bats and stag beetle which are both national and local BAP priority species.

14.7 Lambeth Council is committed through its 'Lambeth Biodiversity Action Plan' (LBAP) to protecting the diversity of nature in the Borough from inappropriate management and use, or from avoidable loss and degradation. In order to protect these areas, mitigation measures will be adhered to by all events of all sizes to safeguard existing areas of ecological interest within the site. These measures can be summarised as follows:

- All medium, large and major events are to take place in areas of amenity grassland or hard standing, where the risks of disturbing or harming wildlife are very limited.
- Where small events are required to take place in more bio-diverse areas, such as on/near the ponds or the edges of woodland/meadow grassland, prior discussion must take place with the council's Environmental Compliance Officer or their delegated representative, so as to identify the main risks to existing protected habitats and species, and to determine their severity.
- In such cases where the risk of harm to wildlife is deemed significant or above an acceptable threshold, unless the event can be modified to remove these risks, a location

specific ecological management and mitigation plan (EMMP) may be required as part of the event documentation submission and approval process, which will need to be adhered to by the event organisers before, during and after the event.

14.8 If the above guidelines are followed then there is no reason to suggest that any ecological designations, habitats of nature conservation interest or any protected, rare or notable faunal species will be significantly impacted upon by temporary events on the Common.

14.9 Most wildlife species present on the Common are relatively well adapted to temporary or periodic disturbances, such as noise, lighting and human movement, and quickly recover once such episodes have ceased. However, the shorter and less intrusive these episodes are, the quicker the recovery is, which is helped by having areas of the Common that are relatively secluded and undisturbed, where wildlife can retreat to seek protection or avoid harmful impacts.

14.10 A case in point are the ponds on the Common, where bats and birds constantly forage on and over the waters even in the presence of anglers, passing vehicle traffic or nearby circuses and funfairs. Such intrusions are short-lived and once bats and birds familiarise themselves with such activities their behaviour quickly returns to normal, especially if there are longer periods of low or little disturbance across the whole year.

14.11 An EMMP is included with this submission alongside a plan showing the ecologically sensitive areas of Clapham Common. An updated assessment will be undertaken in May 2020 to provide a comparison with the 2018 report.

14.12 For 2020 EventLambeth has introduced Guide to Green Events encouraging event organisers to look at areas they can improve on, a copy is attached to this application.

## **15. Lighting Strategy**

15.1 The Common is one of the largest open spaces in London and is open and accessible to the public 24 hours a day, 365 days a year. This requires a significant quantity of permanent lighting that illuminates vehicular, pedestrian, and cycle routes that traverse the Common.

15.2 The vast majority of events held on the Common take place during daylight hours and do not require any lighting from the existing or temporary provision. Generally it is only larger events that require artificial lighting and the requirements vary significantly depending on the size, number of attendees, timings and type of event.

15.3 Events that do specify additional lighting are required to submit details of their lighting strategy to the Lambeth event team as part of the licensing application process. Details on the quantity and location of lighting required within and around the event site are scrutinised. For larger events these details are submitted to LESAG and passed to the Council and relevant statutory bodies for comment to ensure that each event is acceptable in terms of lighting provision.

15.4 For large and major events which require egress to Clapham South underground station, lighting is provided from tower lights for safety. These are positioned across the common and turned off when egress is complete. They are turned on at an agreed time before the main egress commences.

15.5 The applicant believes that these temporary towers are considered to be permitted development under the Town and Country Planning (General Permitted Development) (England) Order 2015.

15.6 Temporary lighting can have negative impacts on local residents, as well as ecological receptors, particularly bats and birds. In order to avoid unreasonable impacts the following lighting guidelines should also be followed by all events:

- Temporary lighting is permitted for the event site and egress routes only.
- All lighting should be turned off when not required.
- Lighting is required to be positioned so that it respects the amenity of surrounding residential areas as much as possible.
- Searchlights and floodlights pointing into the sky are not permitted.
- Lighting can be particularly harmful to wildlife if used near woodland edges. Lighting should be focused away from trees and into event sites.
- No bat roost (including access points) should be directly illuminated.
- Lighting should be directed to where it is needed and light spillage avoided. This can be achieved by the design of the luminaire and by using accessories such as hoods, cowls, louvres and shields to direct the light to the intended area only.
- The height of lighting columns in general should be as short as is possible as light at a low level reduces the ecological impact.
- Light levels should be kept as low as possible.
- The times during which the lighting is on should be limited to provide some dark periods.
- The use of asymmetric beam floodlights (as opposed to symmetric) orientated so that the glass is parallel to the ground will ensure that the light is cast in a downward direction and avoids horizontal spill.
- It is rarely necessary to use a lamp of greater than 2000 lumens (150 W) in security lights. The use of a higher power is not as effective for the intended function and will be more disturbing for bats.
- Security lights should be aimed to illuminate only the immediate area required by using as sharp a downward angle as possible. This lit area must avoid being directed at, or close to, any bats' roost access points or flight paths from the roost. A shield or hood can be used to control or restrict the area to be lit.

15.7 Further detailed information on these guidelines can be seen in the "Bats and Lighting in the UK" document, which is appended to this document for reference purposes.

## **16. Sound Management Plan**

16.1 Lambeth Council has specific policy for the management of sound at events (Appendix VIII) which details monitoring points and maximum sound levels.

16.2 Clapham Common is located in a built-up, primarily residential urban area. Events held on the Common are required to provide details on the predicted noise impact of their activities as part of their application to EventLambeth.

16.3 For small and medium events, the information provided for Sound management will reflect the requirements for these events and will be relatively simple since these events are unlikely to generate significant amounts of noise.

16.4 For large and major events, Sound management measures can be complex and include sound control procedures, Sound monitoring measures and locations, and pre-event testing and information. This information is included within a Sound Management Plan, a standalone document that is appended to the Event Safety Management Plan for larger events, and submitted to EventLambeth.

16.5 As part of the event application process for large and major events, these sound Management Plans are submitted to LESAG and then passed to further relevant statutory bodies for comment. This is to ensure each event is acceptable in terms of noise management and mitigation.

16.6 Any event requiring construction work will be expected to complete heavy construction work – i.e. the work that causes the most sound – during normal work hours.

16.7 EventLambeth terms and conditions of hire require event organisers to comply with the sound levels set by the Council. Event organisers are expected to co-operate positively with the OIC and respond to any request from authorised officials regarding volume or bass amplitude. Maximum sound levels are set for an event, measured against the nearest noise sensitive premises. Noise levels are measured throughout an event at predetermined locations using a decibel meter. These measurements are carried out by an independent individual to ensure impartiality.

16.8 Music system and band sound checks should only take place with the prior permission of the OIC. With regard to public address systems, event organisers should consult EventLambeth about siting and direction.

16.9 Further detailed information can be seen in EventLambeth's Terms and Conditions of hire, which are appended to this document for reference purposes.

16.10 The event management plans also contain noise management plans which detail the monitoring of levels for events.

16.11 In 2017 an additional monitoring point at the Notre Dame estate was introduced at the request of the Planning Applications Committee. Traditionally this has not been a location impacted by sound levels from an event due to the orientation of the stage. However for the past three years monitoring of sound levels has taken place in this location, there have been no complaints received from the area.

## **17. Community Use Plan**

17.1 Clapham Common hosts around 25 events a year. These events range from small community activities to major, multi-day commercial events attracting thousands of people from across the country.

17.2 Events held on the Common are permitted to take up no more than 10% of the open space at any one time. This leaves 90% of the Common's open spaces available for use by members of the public at all times. The majority of events taking place on the Common use

significantly less than 10%.

17.3 LB Lambeth uses the fees paid by organisers of larger commercial events to cover the costs of assisting with the programme of community led events and activities. This means that small community events can take place for reduced charges or sometimes for free, but this is only possible because of the larger commercial events taking place. In addition to this, funding has been provided for a programme of summer performances on the Clapham Common bandstand.

17.4 All events held on Clapham Common pay a Park Investment Levy (PIL). The PIL paid by event organisers is reinvested back into the Common by the LB Lambeth Parks team and used for material improvements. Some of this money also goes into a funding 'pot' for locations that cannot generate income independently – this is decided on by the LBL Parks service. In recent years PIL has been used to pay for the renovations to the Bandstand in advance of its anniversary next year, additional bins, storage containers, improvements to the water supply around the Common and replacing the perimeter fencing to prevent unauthorised vehicle incursions.

17.5 In addition to this, events also benefit the wider community with donations to local charitable causes and engagement with the BID.

## **18. Flood Risk Assessment & Drainage Statement**

18.1 The National Planning Policy Framework (NPPF) requires all development to be safe for its lifetime taking account of the vulnerability of its users, without increasing flood risk elsewhere [paragraph 102].

18.2 The part of the Common located within the red-lined application site (as seen in Figure 1.2) measures 35 hectares and is predominantly open parkland.

18.3 As shown in the plan below, there are two bodies of water located within the application site: Long Pond to the east of the site, and Eagle Pond to the south. A further body of water, Mount Pond, is located on the Common but outside the application site.

18.4 According to the Environment Agency's flood risk maps the application site lies entirely within Flood Zone 1 (plan below) indicating that flooding from rivers or the sea is very unlikely. There is less than 0.1 per cent (1 in 1000) chance of flooding occurring each year. The risk of surface water flooding is slightly higher on the Common due to lost rivers but records indicate that the underlying geology of the Common is River Terrace Gravel deposits, meaning the Common is generally well-draining.

18.5 All development proposed as part of this application is temporary in nature and does not involve the erection of any permanent structures, the creation of any areas of permanent hard-standing, or large areas of impermeable temporary surfacing.

18.6 Council officers and the organisers monitor the event location and any areas of pooling water are addressed as necessary. This could include fencing off, the addition of bark chippings, or similar in consultation with the Council's parks team, Lambeth Landscaping. De-compaction of the ground is undertaken before and after the large and major events through vertidrainage or slitting, where possible.

18.7 A damage deposit is taken from all event organisers and this is held against any damage caused by the event. Where reinstatement is required following an event it is agreed in consultation with the parks team and includes further vertidrainning or slitting if it is required.

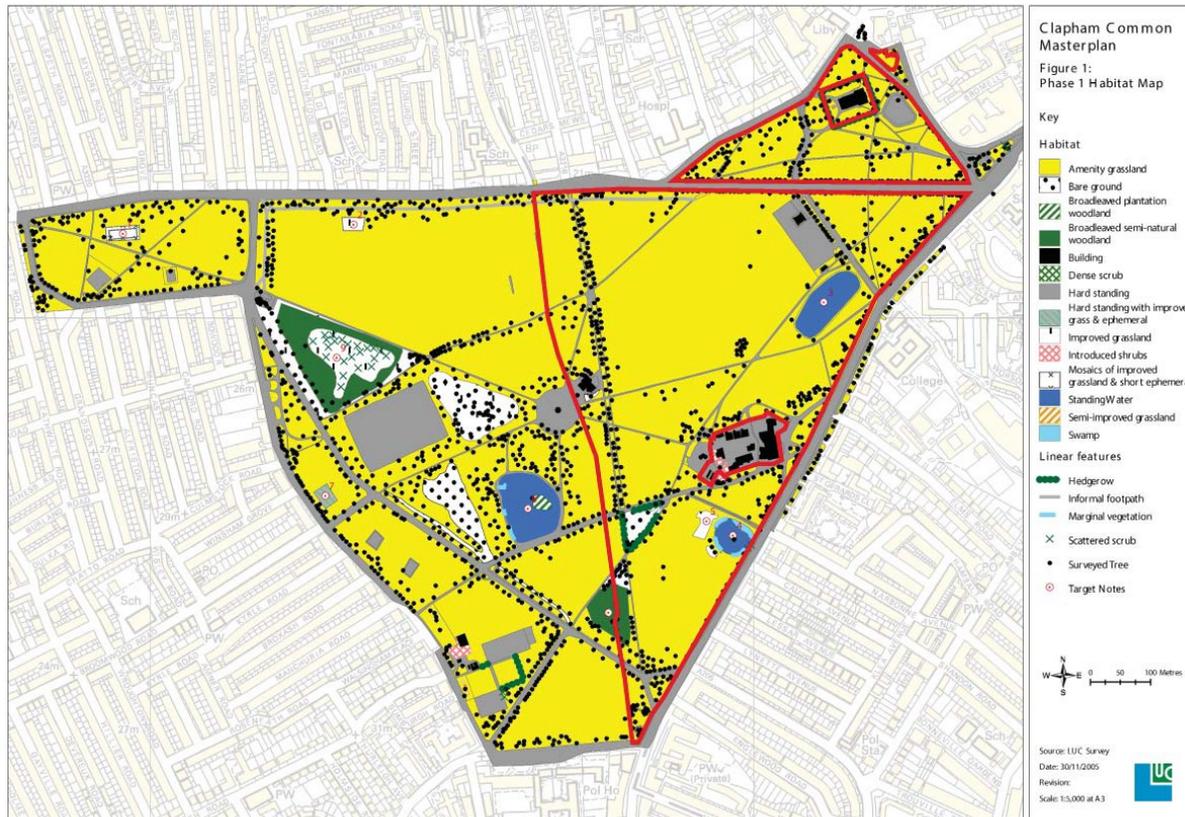
18.8 Large and major events take place on not more than 10% of the Common and there is a rest period between each large and major event to allow the ground time to recover.

18.9 For safety purposes, all high-risk medium, large and major events are required to submit evacuations plans and/or partial evacuation plans to LESAG as part of the event application process, which are then passed on to relevant emergency service providers for comment. These evacuation and partial evacuation plans can be used in case of flash flooding should it be required.

18.10 To facilitate the decompaction as described above the Lambeth Landscapes team have purchased equipment that can undertake these works. In addition EventLambeth has a preferred contractor for reinstatement and maintenance which means that they can be booked in for works that the Lambeth Landscapes team are unable to do and a programme can be developed for the whole year.

18.11 in 2020 there will be a programme of reconditioning works undertaken across the event site. This was done via a full tender, in consultation with Lambeth Landscapes, for the contract and awarded to a well-respected landscaping company.

18.12 Drainage is considered as an integral part of the planning process, with Government planning policy advocating the need for developments to incorporate sustainable urban drainage systems (SUDs). All events proposed as part of this application are temporary in nature and do not involve the erection of any permanent structures, the creation of any areas of permanent hard-standing, or large areas of impermeable temporary surfacing. Accordingly, SUDs are not considered to be required.



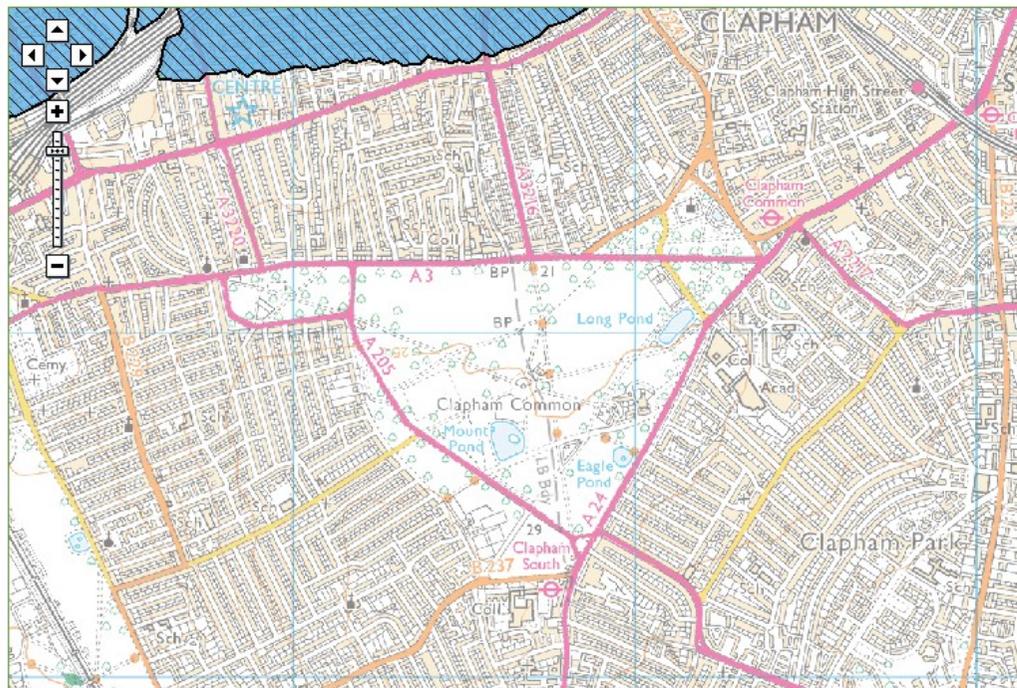
Locations of Water bodies on Clapham Common. Image taken from Clapham Common Landscape Conservation and Management Masterplan (2007)

**Map legend**

- Flood Map for Planning (Rivers and Sea) ⓘ
- Flood Zone 3
- Flood Zone 2
- Flood defences (Not all may be shown\*)
- Areas benefiting from flood defences (Not all may be shown\*)
- Main River ⓘ
- Main River
- Other national environmental organisations ⓘ
- Natural Resources Wales Area of responsibility
- Scottish Environment Protection Agency Area of responsibility

X: 528,662;Y: 174,947 at scale 1:15,000

[Other maps](#) [Data search](#) [Text only version](#)



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*Environment Agency map showing Clapham Common. The Common is located in Flood Zone 1.*

*Image taken from Environment Agency website*

## **19. Health & Safety Assessment**

19.1 It is important to ensure that all events taking place on Clapham Common take all necessary precautions to ensure the health and safety of visitors and other users of the event space. Some events may be subject to CDM requirements and all relevant Health and Safety Legislation.

19.2 For large and major events, health and safety measures are complex and include detailed information on risk assessments related to environment and public health and fire risks, amongst others, and general information on health and safety precautions taken by event organisers. This information is provided as part of Event Safety Management Plan and the Risk Assessment, which is appended to large and major events and submitted to EventLambeth and the LSAG for review and approval.

19.3 As part of the permission process for large and major events held on Clapham Common, these Health and Safety details are submitted to LSAG including the Metropolitan Police and other relevant emergency service providers for comment. This is to ensure each event is acceptable in terms of crowd safety and security.

19.4 For small and medium events, the information provided for health and safety will reflect the requirements for these events and will be comparatively basic.

19.5 EventLambeth terms and conditions of Hire and Guide to organising events provide guidance for various health and safety issues, including general guidelines, construction and take down guidelines, and guidelines for the management of risk.

19.6 Further detailed information on these terms and conditions can be seen in EventLambeth's Terms and Conditions of hire, and the Guide to organising events which are appended to this document for reference purposes.

19.8 General provisions and work practices are covered by the Health and Safety At Work Act of 1974.