

**From:** Pearce, Chris  
**Sent:** 27 June 2017 13:06  
**To:** 'Sue Dowling'; Exeter, Pollen; Legister, Linda; Patel, Yogini  
**Subject:** RE: New Premises - THE SSE Arena, HA9 0AA - 223724255

**RE: Licensing Act 2003**  
**Application for the Grant of a Premises Licence**  
**THE SSE Arena, HA9 0AA**

Dear Ms. Dowling

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

1. The Premises Licence Holder (acting by the DPS or his nominated deputy) will invite the Police, Health and Safety and Licensing Authority Officer on a bi-monthly basis to a meeting to discuss forthcoming Events at the Arena and any issues relating to the licensing objectives and will provide the Police and Licensing Authority with a copy of any relevant risk assessments in advance of the Events a minimum of 10 working days before the event.
2. The Premises Licence Holder (acting by the DPS or his nominated deputy) will ensure that a copy of any Event Synopsis issued pursuant to the Operations Manual in relation to an Event at the Arena, is sent to the Police and Licensing Authority for their consideration a minimum of 10 working days before the event.
3. The Premises Licence Holder (acting by the DPS or nominated deputy) shall follow the recommendations where applicable in, the publications set out in this condition (and any updated versions, where appropriate), in relation to Events, so far as it is reasonably practicable any deviations shall be equal to or greater than the measure in the guidance:
  - The Purple Guide to Health, Safety and Welfare at Music and Other
  - The 'A' Guide issued by the National Arenas Association
  - Managing Crowds Safely (2nd edition, 2000) ISBN 978 0 7176 1834 7
  - Risk assessment: A brief guide to controlling risks in the workplace (2014 and Case Studies on Risk Management
  - The Association of British Theatre Technicians, The Chartered Institute of Environmental Health, The District Surveyors Association and The Institute of Licensing's "Technical Standards for Places of Entertainment" (2015) ISBN 1904031838

- BS 9999: 2017 (Fire safety in the design, management and use of buildings. Code of practice)
  - BS 5839 (fire detection, fire alarm systems and buildings) and
  - BS 5266 (emergency lighting systems)
  - Crowded Places Guidance June 2017
  - Spectator facilities. BS 13200 (General characteristics for spectator viewing area)
- 4 Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
  - 5 The socket outlets (or other power supplies used for DJ equipment, band equipment and other portable equipment) that are accessible to performers, staff or the public shall be suitably protected by a residual current device (RCD having a rated residual operating current not exceeding 30 milliamps).
  - 5 Where chairs and tables are provided, internal gangways are kept unobstructed
  - 7 Temporary electrical wiring and distribution systems are not provided without notification to the licensing authority at least ten days before commencement of the work and/or prior inspection by a suitable qualified electrician.
  - 8 Subject to risk assessment, the maximum number of persons permitted on the Premises (not including staff) shall not exceed the maximum arena bowl seating capacity plus no less than 0.45m<sup>2</sup> per person standing on the arena floor.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

*If you are in control of any part of a commercial premise, you are under a legal obligation to carry out a detailed fire risk assessment to identify risks and hazards in the premises. A fire risk assessment is essential in keeping your premises safe for everyone. You must keep a written record of your fire risk assessment if your business has five or more people.*

More information can be found here: <http://www.london-fire.gov.uk/FireRiskAssessment.asp>

Please let me know if I can assist you further.

Yours sincerely



Mr Chris Pearce  
Public Safety Officer

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Community Protection  
Regeneration & Environmental Services  
Brent Council  
020 8937 1031