

From: Rob Haworth
Sent: 05 October 2017 21:04
To: Pearce, Chris
Cc: Exeter, Pollen; Legister, Linda; Business Licence
Subject: Re: Applicant: Wembley Park Theatre Ltd

Hi Chris

Thank you for your email and for getting back to me - we broadly agree with what you have mentioned below, however could I seek some clarification?

Please see comments below

Kind regards

Rob

Rob Haworth

On 5 Oct 2017, at 16:19, Pearce, Chris <Chris.Pearce@brent.gov.uk> wrote:

Dear Sirs

LICENSING ACT 2003, Licence: Initial Application, Reference: 223729802,

Applicant: Wembley Park Theatre Ltd
Premises: 128 Wembley Park Drive, Wembley, HA9 8HP

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.

Conditions

1. The flooring throughout the premises is required to be suitable, in good condition and free from obstructions and hazards. People must be able to move around safely. Where a floor is likely to be subject to frequent spillages, people must still be able to walk on it without the risk of slipping.

>> **Agree**

2. Vehicles and pedestrians must be kept apart. Consider safe access for vehicles and pedestrians onto and around the site. This includes onsite parking, plus holding areas for plant and equipment and trade vehicles.

>> **Agree**

3. All boxing (British Boxing Board of Control) and mixed martial arts (United Kingdom Mixed Martial Arts Federation) matches must be sanctioned by a recognised their sanctioning authority.

>> **Agree**

4. The construction and stability of all structures shall meet the standards as set out in The Institution of Structural Engineers guidance: Temporary Demountable Structures. Guidance on design, procurement and use. A statement of conformity with the structural guidance that has been signed by an independent competent person shall be provided to the Council prior to an event. Any materials used for temporary or permanent weather protection for stage, mixer, or sound delay tower equipment shall be durably flameproof or inherently non-flammable in accordance with the relevant British Standard.

>> Broadly agree - can we get some clarity on the word structures - we are happy that for a seating system or large / complex stage structure we would seek independent advise from an Approved Inspector or Structural Engineer and pass this to you, but for a simple set build (flats etc) or small stage riser (for example) these can be signed off by the installer and we don't need to notify you? Similarly, we intend to have the house rigging system (loads at each point etc) signed off for use by a rigging company and structural engineer, but once this is signed off and provided to yourselves, each installation (as long as it doesn't deviate from the signed off loadings) can be signed off by the chief rigger?

5. Design the layout of the premises so that there are no pinch points which can cause congestion and overcrowding, and impede emergency evacuation of the premises.

>> Agree

6. Ensure 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.

>> Agree

7. British Standard 7671 Requirement for Electrical Installations. IET Wiring Regulations and relevant British Standards shall be complied with **for new or modifications to the existing system**. 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).

>> Can we add the words above? We are inheriting a system which will be electrically inspected by a competent contractor, however some of the older parts of the system may be safe, but not quite in line with current regulation (i.e. if they were new they would be different, but it is accepted that older installations can remain as they are, as long as they are safe, signed off and annually tested).

8. Where chairs and tables are provided, internal gangways are kept unobstructed

>> Agree

9. 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~~ will be designed, installed and signed off in line with the relevant British Standard ~~prior inspection~~ by a suitably qualified electrician.

>> Do you need us to notify you that there will be temporary electrics, or of the system design? Due to the nature of the building, there is much in the way of permanent wiring and connection, however as an entertainment venue, temporary systems will be plugged into this on a regular basis. Due to the temporary nature of this it may be that some changes are required whilst on site, but that these systems will be plug and play (via distros) and designed and signed off to BS7909 by a qualified and competent electrician.

10. Subject to risk assessment, the maximum number of persons permitted ~~on the premises within the bar and auditorium~~ (not including staff) shall not exceed the maximum auditorium seating capacity. If there is a standing or mixed audience the maximum auditorium density shall be 0.45m² per person plus seated persons.

>> We are happy for the maximum to cover the bar and auditorium, however we would like the restaurant area to be excluded from this, as there may be times that these operate independently as they do not share fire exit routes

11. Full details and risk assessments of any special effects, lasers, pyrotechnics, moveable platforms, hydraulic installations, hoists, lifts, inflatables, etc., shall be submitted to the Council for consideration and agreement before an event. Any pyrotechnic effect that produces a fall out of burning embers or acidic ash that are likely to fall into the public areas shall not be permitted. The Council shall be given adequate notice of the times for testing the pyrotechnics, concussion or other loud or special effects.

>> Agree

12. All scenery, curtains, draperies, decorations and props shall be non-flammable. Certificates regarding the material conformity with the British or European standards shall be provided to the Council prior to the event.

>> Agree

13. Carry out a detailed fire risk assessment to identify risks and hazards in the premises. You must keep a written record of your fire risk assessment if you employ five or more people. More information can be found here: <http://www.london-fire.gov.uk/FireRiskAssessment.asp>

>> Agree

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.

Please let me know if I can assist you further.

Kind regards

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