



Alcohol and Entertainment Licensing Sub-Committee

Tuesday 17 August 2021 at 2.00pm

This will be held as an online virtual Meeting

Details on how to access the link in order to view the meeting will be made available online via the following link: [HERE](#)

Membership:

Members

Councillors:

Long (Vice-Chair)
Ahmed
Hylton

Substitute Members

Councillors:

Chohan, Denselow, Hector, Kennelly, McLeish,
Maurice, Shahzad

For further information contact: Devbai Bhanji, Governance Assistant
Tel: 020 8937 6841; Email: devbai.bhanji@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit:

www.brent.gov.uk/committees

The press and public are welcome to attend this meeting as an online virtual meeting. The link to view the meeting will be made available via the following link: [HERE](#)

Notes for Members - Declarations of Interest:

If a Member is aware they have a Disclosable Pecuniary Interest* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest** in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also significant enough to affect your judgement of a public interest and either it affects a financial position or relates to a regulatory matter then after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

***Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect of expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences** - Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

****Personal Interests:**

The business relates to or affects:

- (a) Anybody of which you are a member or in a position of general control or management, and:
 - To which you are appointed by the council;
 - which exercises functions of a public nature;
 - which is directed is to charitable purposes;
 - whose principal purposes include the influence of public opinion or policy (including a political party or trade union).
 - (b) The interests of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;
- or

A decision in relation to that business might reasonably be regarded as affecting the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who is the subject of a registrable personal interest.

Agenda

Introductions, if appropriate.

Item	Page
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1	Apologies for absence and clarification of alternate members
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2	Declarations of Interests
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Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.

3	Application for New Premises Licence by Informed Associates for the premises known as Roundwood Park, Harlesden Road, NW10 - Comedyfest, pursuant to the provisions of the Licensing Act 2003	1 - 112
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Date of the next meeting: **Date Not Specified**



Please remember to ***SWITCH OFF*** your mobile phone during the meeting.

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LICENSING ACT 2003

Application for New Premises Licence

1. The Application

Name of Applicant:	Informed Associates
Name & Address of Premises:	Roundwood Park, Harlesden Road, NW10 - Comedyfest
Applicants Agent:	

The application is for a new premises licence for a 4 day comedy event:

1 On:

Friday 27 August

- Regulated Entertainment – 5.30pm to 9pm
- Supply of Alcohol – 5.30pm to 8.30pm

Saturday 28 August – Monday 30 August

- Regulated Entertainment – 11am to 8pm
- Supply of Alcohol – 11am to 7.30pm

2. Background

None

3. Promotion of the Licensing Objectives

See page 17-19 of the application

4. Relevant Representations

Representations have been received from the Police, Licensing Officer, Public Safety, Noise Team and a local resident
Numerous letters of support have been received including videos from Councillor McLeish & Dawn Butler MP

5. Interested Parties

None

6. Policy Considerations

Policy 1 – Process for Applications

Conditions on the licence, additional to those voluntarily sought/agreed by the applicant, may be considered. Conditions will focus on matters which are within the control of individual licensee and which relate to the premises or areas being used for licensable activities, the potential impact of the resulting activities in the vicinity. If situations arise where the licensing objectives may be undermined but cannot be dealt with by the use of appropriate conditions the Licensing Authority will consider whether it is appropriate for a licence to be granted or continue to operate.

7. Determination of the Application

Members can take the following steps when determining a new premises licence application:

- grant the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

8. Associated Papers

- A. Application Form & Plan
- B. Responsible Authority Reps
- C. Resident Rep
- D. Letters of Support
- E. OS Map

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Informed Associates

(Insert name(s) of applicant)

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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description Roundwood Park Harlesden Road Brent			
Post town	London	Postcode	NW10 3SH

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 0.00

Part 2 – Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- | | | |
|-----|--|------------------------------|
| a) | an individual or individuals * | please complete section (A) |
| b) | a person other than an individual * | |
| i | as a limited company/limited liability partnership | please complete section (B)X |
| ii | as a partnership (other than limited liability) | please complete section (B) |
| iii | as an unincorporated association or | please complete section (B) |
| iv | other (for example a statutory corporation) | please complete section (B) |
| c) | a recognised club | please complete section (B) |
| d) | a charity | please complete section (B) |

- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a
statutory function or

a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name Informed Associates
Address Bridge House 9-13 Holbrook Lane Coventry CV6 4AD
Registered number (where applicable) 10324379
Description of applicant (for example, partnership, company, unincorporated association etc.) Private Limited Company

Telephone number (if any) [REDACTED]
E-mail address (optional) [REDACTED]

Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
2	7	0	8	2	0	2	1

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD		MM		YYYY			
3	0	0	8	2	0	2	1

<p>Please give a general description of the premises (please read guidance note 1)</p> <p>Roundwood Park is a formal Victorian Park that has English Heritage grade two listed status.</p> <p>This application relates only to the area of the park indicated on the attached site plan.</p>
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If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

--

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- | | |
|---|---|
| a) plays (if ticking yes, fill in box A) | X |
| films (if ticking yes, fill in box B) | X |
| c) indoor sporting events (if ticking yes, fill in box C) | |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | |
| e) live music (if ticking yes, fill in box E) | X |
| f) recorded music (if ticking yes, fill in box F) | X |
| g) performances of dance (if ticking yes, fill in box G) | X |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | X |

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J)

X

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	X
Mon	11:00	20:00	<u>Please give further details here</u> (please read guidance note 4) Plays may be performed open air or within tented structures. Plays may be stand-alone entertainment or part of a wider programme. Plays may be accompanied by amplified music.		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri	17:30	21:00	<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6) Mondays will only relate to Bank Holiday Mondays		
Sat	11:00	20:00			
Sun	11:00	20:00			

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	X
Mon	11:00	20:00	<u>Please give further details here</u> (please read guidance note 4) Film may be shown open air or within tented structures. Film may be stand-alone entertainment or part of a wider programme. Film may be amplified or accompanied by amplified music.		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Thur					
Fri	17:30	21:00	<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6) Mondays will only relate to Bank Holiday Mondays		
Sat	11:00	20:00			
Sun	11:00	20:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	
			Indoors	
			Outdoors	
Day	Start	Finish	Both	X
Mon	11:00	20:00	Please give further details here (please read guidance note 4) Live music may be performed open air or within tented structures. Live music may be stand-alone entertainment or part of a wider programme. Live music may be amplified.	
Tue				
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)	
Thur				
Fri	17:30	21:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6) Mondays will only relate to Bank Holiday Mondays	
Sat	11:00	20:00		
Sun	11:00	20:00		

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)		Indoors	
					Outdoors	
Day	Start	Finish			Both	X
Mon	11:00	20:00	Please give further details here (please read guidance note 4) Recorded Music may be performed open air or within tented structures. Recorded Music may be performed as stand-alone entertainment, as part of a wider programme or as background entertainment. Amplified.			
Tue						
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)			
Thur						
Fri	17:30	21:00	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6) Mondays will only relate to Bank Holiday Mondays			
Sat	11:00	20:00				
Sun	11:00	20:00				

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	X
Mon	11:00	20:00	<u>Please give further details here</u> (please read guidance note 4) Dance may be performed open air or within tented structures. Dance may be performed as stand-alone entertainment, part of a wider programme or accompany other entertainments. Dance may be accompanied by amplified music. Other entertainments may encourage members of the public to participate in dance.		
Tue					
Wed					
Thur			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Fri	17:30	21:00			
Sat	11:00	20:00	<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6) Mondays will only relate to Bank Holiday Mondays		
Sun	11:00	20:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing Comedy, MC, host, compere and the like.		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Mon	11:00	20:00		Outdoors	
				Both	X
Tue			<u>Please give further details here</u> (please read guidance note 4) Similar entertainments may take place in open air or within tented structures. Similar entertainments may be stand alone or part of a wider programme. Similar entertainments may be amplified or accompanied by amplified music.		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri	17:30	21:00			
Sat	11:00	20:00	<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6) Mondays will only relate to Bank Holiday Mondays		
Sun	11:00	20:00			

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	X
				Off the premises	
				Both	
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	11:00	19:30			
Tue					
Wed					
Thur			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6) Mondays will only relate to Bank Holiday Mondays		
Fri	17:30	20:30			
Sat	11:00	19:30			
Sun	11:00	19:30			

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):

Name		Robert J Dudley
Date of birth		
Address		
Postcode		
Personal licence number (if known)		
Issuing licensing authority (if known)		

K

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).

None N/A

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6) Mondays will only relate to Bank Holiday Mondays
Mon	11:00	20:30	
Tue			
Wed			
Thur			
Fri	17:30	21:30	
Sat	11:00	20:30	
Sun	11:00	20:30	

M

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)

1. This Licence will only permit a maximum of 4 event days, taking place on Friday, Saturday, Sunday and Bank Holiday Monday (27th – 30th August 2021)
2. The event will be presented to the Safety Advisory Group
3. The exact event layout (including the number and position of stages, tents, bars and other infrastructure) will be agreed in advance with the Local Authority and Safety Advisory Group
4. An event and site-specific Event Management Plan (EMP) will be developed and shared with the Local Authority and Safety Advisory Group.
5. The EMP will be a “living” document that outlines the management structure, roles and responsibilities, organization, control, monitoring and review mechanisms as identified by the event specific Risk Assessment (RA).
6. The EMP will include details on: Risk Assessments, Site Plan, Fire Risk Assessment, Security Management, Alcohol Management, Medical Management, Adverse Weather, Noise Management, Ingress/Egress, Sanitation, Child Welfare/Vulnerable Persons.
7. A detailed and scaled Auto CAD site plan will be developed and shared with the Local Authority and Safety Advisory Group. The plan will indicate the ingress and egress points, sanitation points, fire exits, structures and back of house production areas.
8. The Premises Licence Holder (PLH) shall take all reasonable steps to ensure that people with disabilities are catered for and will assist with access and facility requirements.

b) The prevention of crime and disorder

9. A reputable and experienced security and stewarding company will be appointed to ensure public safety and to prevent crime and disorder.
10. To ensure security and integrity of the site a level of search as pre-agreed with the relevant authorities prior to the event shall be instigated.
11. Staff will not permit illegal substances (whether known or unknown) into the venue. Any illegal substances found will be confiscated where possible. This includes NPS and NOS/NOX/Balloon Gas.
12. Staff are to look out for signs of illegal substance use or illegal substance dealing and report to the Security Manager.
13. An Alcohol Management Plan will be drawn up and implemented.
14. Alcohol will only be served on site to adults – a Challenge 25 policy will be in force at all bars.
15. All alcohol consumption will be monitored by bar staff and SIA security staff.

16. The Designated Premises Supervisor (DPS) shall ensure that nobody under the age of 18 years of age is employed to sell alcohol.
17. The Designated Premises Supervisor (DPS) shall ensure that all staff are instructed about the acceptable forms of identification (ID) for proof of age and are fully aware of the Challenge 25 scheme.
18. All drinks shall only be sold in opened cans, plastic cups or PET containers. No glass will be permitted into the event site.
19. When a crime or other incident requiring police attendance is reported to, or discovered by a security operative, they shall obtain as much detail as possible with particular importance being placed on identifying victims, suspects, witnesses and scenes of crime preservation.
20. Security and stewards will ensure that emergency vehicle access to the site is maintained at all times.
21. Security and stewards will also ensure that emergency exits from the site are kept clear at all times.

c) Public safety

22. The PLH will conduct a site inspection prior to opening to the public.
23. The EMP will identify the most suitable and appropriate local transport hubs and parking (and if necessary Taxi/Private Hire Pick Up/Drop Off) location(s).
24. The PLH shall carry out a suitable and sufficient risk assessment as well as use the Health and Safety Executive (HSE) "purple guide" on outdoor events to determine the level of first aid provision for events, such that there is no undue demand on National Health Service resources.
25. The PLH shall have in place suitable and sufficient first aid provisions available from build up to breakdown of the site.
26. Tented structure(s) shall be provided for the treatment of visitors to the event, these shall also be provided with suitable lighting, drinking water, tables and chairs. It must be such that privacy and decency can be guaranteed whilst attending to the patient.
27. A record shall be made and kept of each visitor to the first aid tent and anybody that receives first aid on site. These records shall be retained by the PLH for at least 7 years or at least 3 years beyond the age of 18 years of age in the case of a child.
28. It shall be the responsibility of the PLH to ensure that all such incidents that are classified as reportable under RIDDOR 2013 are duly reported to the HSE within the reporting time stipulated in the regulations.
29. Stage/Tents/Temporary Demountable Structures - All built structures shall have a completion certificate issued by a competent person from the supplying company and provided to the PLH.
30. All EMERGENCY EXITS, TOILETS AND FIRST AID POSTS shall be clearly indicated, such that it is visible for all attendees.
31. All temporary electrical supplies, including all generators, distribution cabling and end connection for the arena shall be installed by specialised contractors in accordance to BS7909, fitted with RDC or RCBO protection

where necessary and suitably earthed in accordance with the site plan and power specifications.

32. No petrol generator is allowed on site.
33. All portable electrical equipment and temporary installations associated with all work shall be protected by a Residual Current Device (RCD) and suitably earthed.
34. All temporary electrical works must have an appropriate electrical sign off certificate issued at the time of works to the PLH and be available for inspection if required by authorised officers.
35. In the unlikely event that the event has to stop, which may be temporary whilst a problem is resolved or the first step in an evacuation of the site either due to crowd related issues, or structural collapse, off site events, extreme weather conditions or at the direction of the Metropolitan Police, London Fire Brigade or the other Responsible Authority, the PLH shall ensure procedures are in place that are familiar to all key role players and rehearsed such that all concerned know what their role is in any scenario and that the plans can be effected immediately.
36. In the event of an emergency the PA systems will be used to broadcast announcements. In the event of either the PA system or the power supply failing, there will be loud hailers available.
37. A supply of drinking water shall be available at all times whilst the venue is open to the public.
38. All grey waste water toilet effluent shall be the responsibility of the event organiser and arrangement shall be sought to ensure the correct transfer and disposal away from the site.
39. The event site shall be cleared of all vehicles at least 30 minutes before the public are allowed on site and 30 minutes after the site is cleared of all visitors.
40. LPG cylinders - These shall only be used by the concessions and managed on a basis of one cylinder in use per appliance plus one spare.
41. There shall be adequate fire separation between catering units of at least 2.4m.
42. The appropriate type and number of firefighting equipment shall be provided throughout the site. Locations and numbers will be specified in the EMP.
43. Suitable and sufficient lighting shall be provided to the event site especially as it is getting dark such that all health and safety information and notice signage are be easily seen and read and at the close of the event to enable visitors to leave the site safely.

d) The prevention of public nuisance

44. The PLH shall have in place an arrangement (contract) with a reputable waste management company to manage the event site for the duration of the event.
45. There will be no amplified music or other entertainment after 21:00 on any day.
46. All site deliveries and collections shall be undertaken with due care, attention and diligently to minimise disturbance to residents and noise sensitive premises within the vicinity
47. Local residents (including businesses) will receive prior notification of the event including details of the event timings. The distribution radius for the notification letter will be agreed with the Local Authority any relevant Ward Councillors.
48. A noise "hot line" number will also be included to allow residents to contact an event representative should they need to make a complaint.

e) The protection of children from harm

49. Content that is unsuitable for persons under 18 will take place within tented structures and access will be restricted to those over the age of 18 only.
50. A lost / found child policy will be drawn up and implemented

Checklist:

Please tick to indicate agreement

- | | |
|--|---|
| | X |
| • I have made or enclosed payment of the fee. | X |
| • I have enclosed the plan of the premises. | X |
| • I have sent copies of this application and the plan to responsible authorities and others where applicable. | X |
| • I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. | X |
| • I understand that I must now advertise my application. | X |
| • I understand that if I do not comply with the above requirements my application will be rejected. | X |
| • [Applicable to all individual applicants, including those in a 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 or my share code issued by the Home Office online right to work checking service (please read note 15). | X |

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.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] 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). 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, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15) 	
Signature	<i>Lendon Lumsden</i>	Lendon Lumsden
Date	30/06/2021	
Capacity	Director	

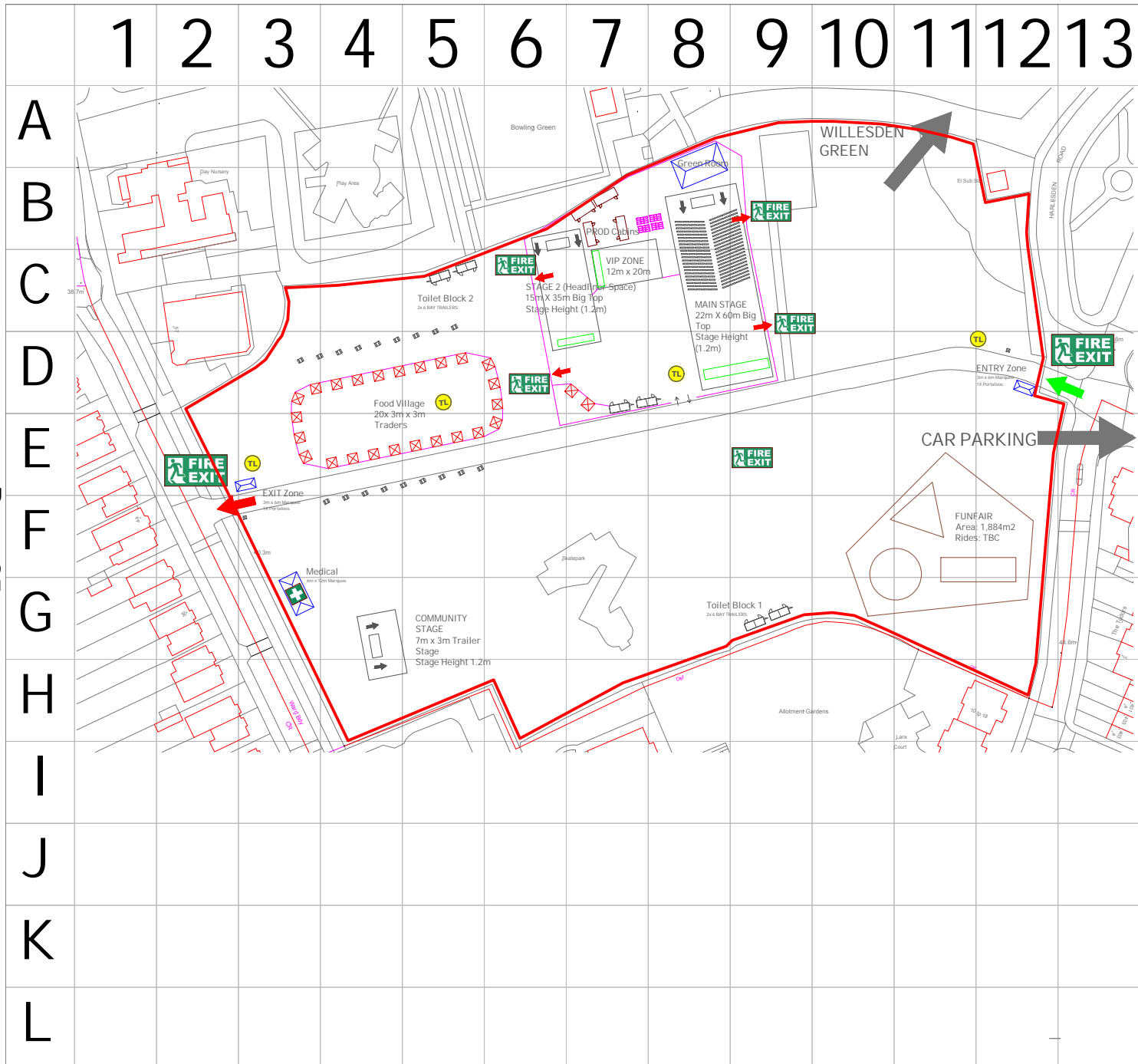
For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Rob Dudley We Are The Fair Ltd Unit 301 Brickfields 37 Cremer Street			
Post town	London	Postcode	E2 8HD
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
[REDACTED]			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08:00 and 23:00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.



COMEDY-FEST 2021
 Client: COMEDY FEST
 Event Name: COMEDY FEST
 Venue: ROUNDWOOD PARK
 O/S Ref:
 Grid Size: 25m

VERSION CONTROL			
Version	Date	Drawn By	Check By
V1	22/06/2021	LUCA O	ROB D
V2	22/06/2021	LUCA O	ROB D

	Heras Fence
	Ped Fence
	Licence Line
	Blue Route
	Food Trader
	Marquee
	Toilet Trailer
	Bar
	Toilets
	Cabins/Dressing
	Towerlight

THE FAIR

This page is intentionally left blank

COMEDY FEST

HARLESDEN ROAD
LONDON
NW10

COMEDY FEST

AUGUST 27TH-30TH 2021

OVERVIEW

We did not include a noise management plan initially, as we did not think we would need one due to this not being a music based event. After speaking with a number of acoustic companies, they wanted clarification as to where we thought the sound hot spots could be before we went to the expense of engaging them. Below I have laid out the areas where noise is generated and what we were doing to mitigate any potential problems.

COMEDY MARQUEES

Both Marquees being used have a unique design that allows for a greater degree of sound absorption than regular marquees. There will be a DJ with amplified sound mainly for punctuation marks during shows, introductions and interludes, but never as loud as a nightclub, concert, music festival or for prolonged periods of time.

CHILDREN'S FUNFAIR

We have chosen to have a children's funfair because unlike the adult rides they do not come with booming sound systems and tend to be the tea cup, roundabout and other simple rides.

THE COMMUNITY STAGE

The Community stage is the only real potential for noise disturbance - please bear in mind this is a stage designed for amateur performances and community groups. The speakers/audio will be directed inwards, facing into the park.

MITIGATION

Sound Monitoring

Our intention is to monitor the sound on Longstone Avenue and Harlesden Road at hourly intervals throughout the day, keeping a log of readings each time.

Hotline Number

COMEDY FEST will provide a hotline number for use during the event for residents and locals.



COMEDY FEST ALCOHOL MANAGEMENT PLAN

AMP

ALCOHOL MANAGEMENT PLAN FOR COMEDY FEST
A COMEDY FESTIVAL TO BE HELD AT ROUNDWOOD PARK ANNEX
HARLESDEN NW10 3SH

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SCOPE

This Alcohol Management Plan addresses the public bar operations that will be managed and overseen by INFORMED ASSOCIATES t/a **COMEDY FEST** at Roundwood Park Annex, Roundwood Park, Brent, London in 2021.

This plan will be updated following each meeting between COMEDY FEST and the DPS. The sale of alcohol will commence no earlier than 1100 hours and cease no later than 2000 hours.

SPECIFIC ACTION TO PROTECT CHILDREN FROM HARM

COMEDY FEST is committed to ensuring that alcohol is not sold to anyone under 18.

All customers whom we believe to look under the age of 25 will be asked to prove that they are over 18 by way of photographic identification (as per the Challenge 25 policy – see Appendix 1).

COMEDY FEST customers will be advised of the Challenge 25 Policy through the website (www.comedy-fest.com) and other social media, stating that identification will be requested consistently at all bars. This publicity both serves to ensure that fans bring identification with them to the event and clearly signals to minors that attempt to purchase alcohol will not be successful.

Challenge 25 posters will be clearly displayed at all serving points along with posters stating that it is an offence to attempt to purchase alcohol if you are under 18 or on behalf of an under 18.

Acceptable forms of identification to prove someone is over 18 include:

- 1) Valid Passport with hologram;
 - 2) Full or Provisional UK Photo Card Driving Licence;
 - 3) A proof of age card, endorsed by PASS, the Proof of Age Standards Scheme hologram;
 - 4) Military ID card with date of birth;
 - 5) A national identity cards
- All bars will have SIA registered security/stewards on duty and managing entrances to queuing lanes where present.
 - Bar staff on the front line will be required to check the ID of any customer who appears to be under 25 and will be reminded of this obligation at their daily briefing.
 - All bar staff will be fully conversant in Challenge 25, conflict management and serving intoxicated customers. All staff will attend a briefing 24hrs before COMEDY FEST begins to refresh their understanding and confirm that they have received a refresher. They will then be issued with a 'Challenge Trained' Badge for ease of identification.
 - A log will be kept on each bar detailing any customers who are refused service or entry to the queuing lanes as satisfactory ID has been requested but not been presented.
 - A log will also be kept of the number of challenges that have been made.
 - All challenge/refusal information will be reported back to event organisers and will be available for inspection by local authorities if required.
 - This information will be held for 2 years after the event at the COMEDY FEST office.

BARS MANAGED

All bars for the event will be managed by the DPS in coordination with the EVENT ORGANISER LENDON LUMSDEN and the event management team. All Bars will be referred to by number for ease. This numbering will correspond to the numbers on the site plan. Each bar will be clearly labelled at the front and back entrance stating the bar number.

BAR OPERATIONS

Bar Manager

Front Line Bar Staff

Back Bar Staff

Security

Stock Control

Site Crew

Appendix 2 contains the job descriptions for Bar Management roles.

BAR MANAGEMENT

- Each bar will have a dedicated Bar Manager and team who are conversant with the requirements and responsibilities for the sale of alcohol.
- They will directly instruct, monitor and support their staff in ensuring the requirements of the Licensing Act 2003 are adhered to at all times.
- We will ensure that all Bar Managers are Personal Licence Holders. A copy of each licence will be held by the bar's office, a copy provided to the DPS as requested and a copy in the Bars Manager Pack.
- Bar Managers are responsible for briefing all of their staff before each trading day, as per Appendix 3. Staff COMEDY FEST aim to directly employ all of our bar staff.

COMEDY FEST will not employ any person under 18 years of age to work for us in any capacity.

All bar staff are briefed by the Bar Manager before their shift commences. They will have completed the staff declaration (Appendix 4), a copy of which will be held on site throughout the event.

CONTROL OF ILLEGAL SALES

Event organisers will inform all event traders and instruct the event security that all trader vehicles will be searched before entering the site to prevent large quantities of alcohol being brought onto site for illegal sale. Any amount deemed to be above acceptable or reasonable for personal consumption may be confiscated.

COMEDY FEST and site security will monitor all areas of the site for illegal sales of any alcohol or any unacceptable products offered for sale.

We will work closely with the site security, police and trading standards to ensure the best systems of prevention, detection and apprehension are maintained.

We will take immediate steps to stop any breach of the Licensing Act 2003 in respect of alcohol sales when they become known to us and will inform the DPS immediately of any such breach.

EQUIPMENT

All equipment is supplied by Rhino Mobile Bars and is maintained in a safe condition and maintenance records are kept in accordance with the Provision and Use of Work Equipment Regulation 1992.

The use of all equipment has been the subject of risk assessment in accordance with the management of Health and Safety at Work Regulations 1999.

All employees have been trained in the use of the equipment, as applicable, and have been assessed as being competent in its operation.

STAFF WELFARE

To ensure the wellbeing of our staff, facilities will be provided at every bar to enable staff to take breaks, have water or a hot beverage and a meal will be provided during each six-hour shift.

At each bar, there will be suitable and sufficient numbers of toilets and hand washing facilities available.

DRINK AND DRUGS POLICY

COMEDY FEST encourage those employees who drink alcohol outside of working hours to do so in sensible quantities.

The abuse of drugs of any form will not be condoned. Employees are expected to convey a professional image at all times and to refrain from drinking alcohol during the working day, including break times.

Managers should take responsibility for the welfare of their staff and must undertake to provide a trusting, confidential and supportive relationship.

Disciplinary action will be taken against any employee who uses, stores or supplies illicit drugs at the event.

The Company may also refer the matter to the police who could bring criminal proceedings against an employee in these circumstances.

RIGHT TO SEARCH

In the interests of security, staff may be asked by an authorised person (i.e. Manager or Senior Manager) to volunteer for a search undertaken by a trained SIA security officer of their outer clothing, locker, bag, vehicle, etc.

The employee can request that personal searches be carried out in private and that they may have an employee of the same sex in attendance.

By carrying out a search there is no implied accusation nor is there necessarily suspicion of dishonesty.

FIRST AID

All event bars have first aid kits and all staff will be advised of the location of the first aid posts on site.

Bar managers will be fully aware of how to contact the onsite medical team for either a staff or public response.

FIRE AND EMERGENCIES

In the event of an emergency the bar is to be evacuated via the nearest emergency exit.

The nominated person is to raise the alarm in accordance with the site arrangements.

Bar managers will be aware of call signs and protocol as per the Event Management Plan.

All bars are fitted with fire extinguishers.

Employees are only to operate the extinguisher if they consider that it is safe to do so and have been trained.

In the event of a fire the preservation of life takes priority.

HAZARDOUS SUBSTANCES

All hazardous substances (cleaning chemicals, etc.) have been identified and material Safety Data Sheets obtained. Assessments for their use have been undertaken and employees have been made aware of the health risks associated with their use and the control measures necessary in accordance with the Control of Substances Hazardous to Health Regulations 1999 (COSHH).

PERSONAL PROTECTIVE CLOTHING

(PPE) will be provided where appropriate and staff will receive training in its use.

NOISE

Staff will be given access to ear plugs in order to protect them from prolonged exposure to excessive noise levels. The ear plugs are designed to block out the louder decibels whilst still allowing the staff to continue normal conversation. If the area of work is deemed to be a “red” noise level, then the wearing of ear plugs will become compulsory (as advised by the event, health and safety/noise management). Staff will be encouraged to take breaks away from noisy areas.

PROTECTING THE PUBLIC

Members of the public are forbidden access behind the event bars at all times. Access will be prevented by the use of heras fencing and SIA guarding to ensure only the correctly accredited staff are given access. In the event that a member of the public is creating a nuisance or offering verbal or physical assault, the security staff are to be contacted for assistance.

ACCIDENT REPORTING

The COMEDY FEST accident procedure will be followed at all times. The occurrence will also be reported to the site health and safety manager at the time.

Incident report forms can be found on each bar in the legal/reporting folder.

WASTE CONTROL

The event management’s arrangements for the disposal of waste and refuse will be adhered to at all times.

On no account will refuse or waste to be left on site unless stored appropriately in the correct location.

APPENDIX 1: CHALLENGE 25

Challenge 25 COMEDY FEST operate a 'Challenge 25' age verification policy. This means that if a person looks under the age of 25 years, they must prove they are over 18 years old by presenting an acceptable form of photo identification bearing their photograph, date of birth, and a holographic/ultraviolet mark. This Policy and Procedure has been put in place to not only protect the EVENT but also the employees, sub-contractors and customers.

- COMEDY FEST will have a list of all operators on site including Personal Licence Holders' details on each bar prior to the event.
- Test purchasing will occur randomly on EVENT DAY and feedback will be presented
- The DPS will provide staff training refresher course 24hrs before the event which will include; Challenge 25, Conflict Management and dealing with drunk customers
- All bars will display at least 3 x Challenge 25 posters that will be clearly visible to customers
- This training must be documented (syllabus, who delivered it), auditable and signed for by the recipient and be available for examination at reasonable request by police or an authorised officer
- Each member of staff, following onsite training and signing of the register, each staff member will receive a "Challenge Trained" badge to indicate that they have completed the training. Each bar will also have a register of all staff, signed, to confirm that they have received training

Every bar on site MUST be given a Challenge 25 Policy folder which clearly identifies the issues and provides the following:

1. Points of Contact
2. Challenge 25 Briefing
3. Examples of acceptable forms of ID
4. Refusal of Service & Conflict Management
5. Handling fake/false ID
6. An example of the date of birth relevant to customers being 18 CHALLENGE 25 EVENT POLICY & PROCEDURE
7. A refusal register (all staff must fill in details of customers that have been refused service)
8. Challenge 25 Training log
9. SIA Security Personnel Log
10. Incident form – this form should be used to document any issues relevant to any of the licensing objectives that may have happened during the day, or for accidents and injury
11. Fake ID documents – for logging the surrender of suspected fake ID, receipts and sealable envelopes.

The Policy folder, including all documents relating to staff training, refusals, incident forms, etc. must be handed to COMEDY FEST Management at the end of each day. This is the responsibility of the Personal Licence Holder and Bar Manager.

If an incident occurs, the following steps outlined below must be adhered to at all times:

Contact the appropriate Manager for the venue;

- Fill in the Incident Report Form within your Challenge 25 Policy pack;
- Obtain a statement from the member of staff involved in the incident;
- Obtain a statement from the Bar Manager from the site involved in the incident;
- Where possible, obtain a statement from the customer/staff member.

TESTING & SPOT CHECKS

Please be reminded that testing on Challenge 25, dealing with drunk customers and conflict management will occur at the event randomly throughout the weekend. Staff may be asked individually and Bar Managers may be asked to show proof of training/briefing documents.

IF AT ANY POINT YOU ARE UNSURE OF ANY OF THE ABOVE STEPS, PLEASE CONTACT A COMEDY FEST MANAGER WHO WILL GO THROUGH ANY ISSUES YOU MAY HAVE USING THE FOLLOWING CONTACT DETAILS:

COMEDY FEST EVENT DIRECTOR

██████████ OPERATIONS MANAGER ██████████

DESIGNATED PREMISES SUPERVISOR (DPS)

APPENDIX 2: JOB DESCRIPTIONS

Job Description: Bar Manager

Reporting To: Event Organiser

Main Duties & Responsibilities

- Understand the basic processes of stock control and stock rotation
- Excellent customer service, bar experience and waiting experience
- Able to manage a team and ensure all staff are performing to their highest potential
- Ensure adhesion to all licensing laws (e.g. Licensing Act 2003)
- When managing a team ensure all staff are running all purchases through tills correctly dependent on till system in place. If you notice a member of staff not doing it correctly, identify the issues with the individual
- Ensure you are confident with the specific perfect serve at each event so you can ensure staff are producing the products correctly
- Cash control experience to assist cash managers at events or to manage the cash process at smaller events
- Ensure you and the staff handle equipment in a safe and secure manner in accordance with our Manual Handling Policy
- Adhere to our company policies and procedures
- Complete management pack at the beginning and end of every shift. This will include some of the following – stock count, cash declaration, timesheets, licensing information
- Complaint handling experience

Job Description: Bar Supervisor**Reporting To: Bar Manager****Main Duties & Responsibilities**

- To oversee and ensure bar staff serve all customers in a fast, professional and courteous manner
- To build a relationship with all bar staff, ensuring that you are friendly and approachable
- Ensure adhesion to all licensing laws (e.g. Licensing Act 2003)
- Ensure all staff are aware of the correct pouring technique and knowledgeable of the till system
- Supporting with the handling of cash, stock and equipment in accordance with our Manual Handling Policy
- To operate the Challenge 25 scheme, ensuring staff are trained to comply with the rules and regulations associated with the scheme
- To support all briefings and presentations prior to bar opening
- Dressed in the correct uniform, personally presented to the required standard, setting an example for all staff and fit for work
- To liaise with members of the security team designated to your bar to prevent or deal with any security issues that may arise during an event. (e.g. prevention of crime disorder, public safety, prevention of public nuisance, protection of children from harm, forged identification documents or counterfeit money)
- To correctly identify and conduct staff searches
- To ensure that yourself and all bar staff adhere to our company policies and procedures, including the Alcohol and Drugs Policy
- Ensure you working efficiently, safely and in a friendly manner towards your team, helping out other members of staff when required
- Ensure your bar area is presented to a high standard of cleanliness and tidiness at all times, both inside and out, creating a good impression for customers
- Ensure your bar is running efficiently in terms of operations
- Ensure the bar is thoroughly cleaned as part of set-up or closedown, ensuring it is spotless during trading hours
- Any other duties that may be required from time to time for the smooth running of your bar.

APPENDIX 3: STAFF BRIEFING NOTES

Staff Briefing Notes

Please cover all of the below points in the staff briefing before you open for service.

Introduce your staffing officer who can cover welfare, breaks, hours and timesheets.

PLEASE TICK

	WELCOME Thank you for coming, hope you enjoy your day. Introduce yourself, key members of staff and security.
	HEALTH & SAFETY Safety is everyone's responsibility, but I am here to help. Identify Fire exits / Fire Safety / Muster Point What to do in case of accident or injury + incident report forms Manual Handling – very important for those doing lifting & carrying Personal Protective Equipment (PPE) - very important for those doing lifting & carrying.
	CHALLENGE 25 All staff should be aware of importance and completed training & wearing wristband. Fancy dress and makeup can alter appearance - check ID photo and be certain. If any doubt or queries, ask for assistance from manager or security. All refusals to be noted in log book. All staff to keep count of how many ID checks they do each day – note on timesheet. Advise of date to check for on ID – highlight posters on display.
	WELFARE Food & Breaks – when breaks are, when food is served, what you are allowed to drink. Where the staffing area is – seating / toilets Please ensure to wash your hands and use hand sanitizer Any issues, please speak to the manager or staffing officer Make sure you sign in and out!
	DRINKS SERVICE Introduce the drinks menu; how to serve and ask them to become familiar with prices Till training will be provided by the cash team shortly. Let the staff know where the nearest public water point is. Encourage quick, efficient and friendly service!
	SEARCHES & ETIQUETTE Please ensure you have handed in and declared all valuables and money. You may be searched during your shift this is as much for your protection and as ours. This applies to all staff, including managers. No drinking alcohol or giving away free drinks. Failure to comply with company policies may result in termination of your working agreement; all policies are available in the staff handbook.
	ANY QUESTIONS?
	HAVE A GREAT DAY!

APPENDIX 4: STAFF DECLARATION

STAFF DECLARATION

I agree and sign to confirm understanding of the following:

I will attend and fully complete the Challenge 25 training in accordance with company policy, which includes:

- Challenge 25 initiative
- Conflict Management
- Dealing with those who are intoxicated

A record of this training will be kept in the Challenge 25 document on the bar. I understand that if I fail to comply, I will be unable to work.

I am aware of the accepted forms of ID and key points to spot counterfeits.

I have been briefed upon the location of the first aid and fire equipment, and told which individuals to notify about injuries. I have been informed that it is my responsibility to record any injuries.

I have received the Bar Staff Handbook. I have read, understood and shall abide by the:

- Uniform guidelines.
- Alcohol and Drugs policy
- Health & Safety policy
- Social Media policy
- Code of Conduct

I understand that any personal possessions I bring to site are at my own risk.

I will smoke only in designated areas and only during designated breaks.

I have read through the Customer Service Guide in the Bar Staff Handbook and shall do my best to deliver excellent service at all times.

EVENT DATE	
Print Name	
Sign Date	

This page is intentionally left blank

Comedy Fest

Rudi Lickwood
Harlesden Road
NW10
(123) 456-7890
Info@comedy-fest.com

July 15th 2021

Dear Neighbours

Some of you I know personally some just by sight and some of you this will be the first time that we have communicated.

My greetings to you all and my hope is that this letter offers a little cheer after the last 18-months that we've all endured.

I am a stand-up comedian and have lived in this area for over 30 years. I consider this my home and more importantly the place where I have chosen to raise my family.

Like mostly everyone, the pandemic has disrupted my workflow making it impossible to do what I love most, make people laugh!! That being said, I got together with some of my comedy chums to put together the event ComedyFest. The aim is to be the 'Ultimate Festival of Comedy' but not just comedy, a celebration of better things to come. To make that happen, we have lots in store:

- George Irvin children's funfair
- International Street food
- Community stage featuring young performers from around the borough
- 18 Comedy shows
- Representations from a number of charities including Aclt, Lupus, Sickle Cell
- Dominoes and Ludo tent

As You can see it's a lot more than just comedy and includes so much for the whole family to enjoy.

We have considered many precautions, including security and sound control to prevent as much disruption over that weekend as possible. An Acoustics engineer has been employed to ensure that we respect the cited noise levels and that they are kept below government regulated

thresholds. We do not anticipate any problems except from the raucous laughter flooding from the comedy stages.

Entry to the event is free, giving you access to all of the above in one venue so the whole community has a chance to get together safely.

The launch is Friday 27th of August and I would like to invite you, your family and your friends to come along and join us. There is a special discount for Neighbours, like yourself as well as a drinks reception before the Launch Show.

Please have a look at the event website for more details www.comedy-fest.com or you can email me directly info@comedy-fest.com if you want to discuss this further now or on the day.

Brent nuisance team: 020 8937 5252

Monday to Friday, 9am to 5pm.

Outside of these times, please call 020 8937 1234 and press option 3 **for Emergencies.**

Thank you for your time please stay safe

Best regards,

Rudi Lickwood

Comedy Fest

From: Esther, Chan <Esther.Chan@brent.gov.uk>

Sent: 23 July 2021 14:23

To: Rob Dudley

Cc: lendon lumsden >; Haines, Samantha <Samantha.Haines@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>; Legister, Linda <Linda.Legister@brent.gov.uk>

Subject: RE: Comedy Fest Roundwood Park August 2021

Dear Rob/Lendon,

Please be advised the Licensing Authority are unable to make a full assessment on the application as the requested documents have not been provided. As such, the Licensing Authority wish to refuse the application.

Once we have received all the necessary documents, we will be in a position to re-assess the application.

Kind Regards
Esther Chan
Licensing Inspector

From: Esther, Chan

Sent: 21 July 2021 14:05

To: 'Rob Dudley'

Cc: lendon lumsden ; Haines, Samantha ; Business Licence

Subject: RE: Comedy Fest Roundwood Park August 2021

Dear Rob,

Thank you for your email.

It would also be useful to see a health and safety risk assessment that includes risks from Covid-19 as it is a large scale event.

Once I am in receipt of all the requested information, I will be in a position to review the application.

Kind Regards
Esther Chan
Licensing Inspector

From: Rob Dudley <

Sent: 20 July 2021 17:49

To: Esther, Chan <Esther.Chan@brent.gov.uk>

Cc: lendon lumsden <

Subject: Re: Comedy Fest Roundwood Park August 2021

Hi Esther,

Hope you're well. Thanks for the email below. Comments in red. Please let me know if you need any additional info at this stage.

Cheers
Rob

ROBERT J DUDLEY MBII, Tech IOSH
Director

----- Forwarded message -----

From: **Esther, Chan** <Esther.Chan@brent.gov.uk>
Date: Fri, 16 Jul 2021, 12:41
Subject: Comedy Fest Roundwood Park August 2021
To: lendonlumsden
Cc: Haines, Samantha <Samantha.Haines@brent.gov.uk>

Dear Lendon,

I hope this email finds you well.

As you may be aware, the application for a new premise licence at Roundwood Park is in consultation. On assessing the application, I have a few matters that require addressing before I can make further comments. Please see below:

1. At the BSAG meeting, it was mentioned that alcohol stalls will be dotted around the proposed licensed area – how many alcohol stalls will be present and where will these stalls be located? **The alcohol stalls will all be located within the fenced in area within the park (indicated as a pink line). There will be 3 stalls in this area selling alcohol. Customers will not be permitted to take alcohol out of this area in to the wider park.**
2. In relation to point 13 (section M on the application), we require a copy of the Alcohol Management Plan. **No problem – the bar provider has just been confirmed so we will get this to you ASAP.**
3. As a ticketed event, how would the applicant manage members of public that appear with the expectation to gain entry without a ticket, thus prevent unnecessary loitering / crowd in the vicinity? **The ticketed element relates to the comedy taking place within the tented structures shown within the pink line. The rest of the park (including the community stage) can be accessed by non-ticket holders. Should performances not be sold out in advance, there will be tickets available to purchase 'on the door'**
4. In terms of security, what type of searches will be conducted - will ID scanners be used? **There will be a 100% bag search and metal detector wand on entry for all attendees. ID scanners will not be in use.**
5. How many security staff will be employed? **There will be 22 SIA staff (provided by CT Security) with an additional 20 – 22 professional stewards. The organiser is also looking to recruit an additional amount of up to 10 volunteer stewards through collaboration with Livingstone House.**
6. Are guests permitted to leave the event and re-enter? **Yes, but they will be subject to a further search on re-entry**

7. Will guests be expected to wear a wrist band or stamped? **Guests will not have to wear a wristband to access the wider park, however the paid for elements (comedy venues, food and drink, fairground etc) will operate on a cashless RFID wristband system. Therefore, anyone wishing to use these elements of the event will be given a wristband.**

8. How would the applicant prevent challenging individuals jumping over the railings? **There are security personnel in both static positions as well as response teams who can react to any incidents of jumping. Additionally, elements of the event are free to access which goes some way to negating the need for people to jump in.**

9. During the event, the skate park will be in operation, therefore how would the applicant ensure guests /individuals will not affect those using the Skate Park? **There will be stewards in position at the community stage and skatepark to ensure that event goers do not prevent skaters from accessing the skate park.**

10. Geographically, the area is an ASB hot spot, how will the applicant ensure 'gangs' or undesirables are not loitering in the locality? What is the strategy/contingency plan if a spontaneous crowd that turns up? **Security presence to deter ASB. Search on entry. Additionally, the Met Police will be present on site with a community stall for recruitment and engagement purposes. Local Police SNT are aware of the event and will include the event on their patrols**

11. Is there a designated car park, where will guests park? **The organisers are currently speaking to several local schools and sports centres, exploring the possibility of utilising existing car park spaces for the event. However, the audience will be encouraged to utilise public transport – the venue is well served by buses, underground and overground.**

12. As the evening progresses, how will the applicant ensure local residents are not affected during the dispersal period. This may include vehicles sounding their horns, crowd gathering, irresponsible parking? **Stewards can be available on streets surrounding the park. The organisers will conduct a transport survey with their ticket buying customers to understand their travel methods. This can then inform the number of traffic stewards that may be required. Security can respond to any event-related ASB in the vicinity. The event will also be closed by 21:00 Fri and 20:00 on other days.**

13. The Licensing Authority would require a dispersal policy and noise management plan. **No problem – we will create these and send these over to you. Happy to commit to producing them though.**

14. In relation to point 47 (section M on the application), when will local residents be notified of the event and details? **W/C 01/08/2021**

15. In relation to point 48 (section M on the application), where will the 'hot line' number be advertised (website, social media, leaflets)? **There will be a letter drop to residences (IRO 250 addresses) in the vicinity of the park. Additionally there will be posters on the entrance to the park on event days.**

I look forward to hearing from you.

Kind Regards

Esther Chan
Licensing Inspector
Regulatory Services
Brent Council

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**METROPOLITAN
POLICE**

Working together for a safer London

TERRITORIAL POLICING

Brent Police Licensing Unit

*Brent Civic Centre
Engineers Way
Wembley
Middlesex
HA9 0FJ*

NW BCU Licensing Department - Brent

*Harrow Police Station
74, Northolt Road
Harrow
HA2 0DN*

Tel: 020 8733 5008

Email:

nwmailbox.licensingbrent@met.police.uk

Web: www.met.police.uk

Your Ref: 21838

Our ref: 01QK/336/21/3122NW

Date: 27th July 2021

Police representations to the application for a new Premises Licence for 'Informed Associates, T/A Comedyfest, Roundwood Park', Harlesden Road, NW10.

*I certify that I have considered the application shown above and I wish to make **representations** that the likely effect of the grant of the application is detrimental to the Council's Licensing Objectives for the reasons indicated below.*

*I am of the opinion that the risk to the Council's objectives can be mitigated by removing the requested variations or attaching conditions to the Licence as shown below. If these conditions were accepted in full, I **would** withdraw my representation.*

Officer: Phil Graves

Licensing Constable: 3122NW

An officer of the Metropolitan Police, in whose area the premises are situated, who is authorised for the purposes of exercising its statutory function as a 'Responsible Authority' under the Licensing Act 2003.

The application has been made for a new premises licence under section 17 of the act. The Police representations are concerned with all four of the licensing objectives.

Please be advised the Police are unable to make a full assessment on the application as the requested documents have not been provided. As such, the police wish to **refuse** the application. Once we have received all the necessary documents, we will be in a position to re-assess the application.

Yours Sincerely,

**PC Phil Graves 3122NW
NW BCU - Brent Licensing**

From: ENS Public Safety <ens.publicsafety@brent.gov.uk>
Sent: 26 July 2021 15:23
To: lendonlumsden
Cc: Business Licence <business.licence@brent.gov.uk>; Islam, Shamsul <Shamsul.Islam@brent.gov.uk>; Legister, Linda <Linda.Legister@brent.gov.uk>
Subject: RE: Licence Consultee Email. Licence Application Number:21838 (ComedyFest Roundwood Park, Harlesden Road, London, Brent)

Dear Lendon,

Please be advised the Public Safety Team are unable to make a full assessment on the application, as the requested documents as discussed on the BSAG calls have not yet been provided. As such, the Public Safety Team wish to refuse the application.

Once we have received all the necessary documents, we will be in a position to re-assess the application.

The documentation required includes the Event Management Plan, Crowd Management Plan and Risk Assessment. Further documentation may be required upon viewing the initial documentation requested.

Kind regards,

Laura Davies
Public Safety Officer
Regeneration and Environment
Brent Council

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From: ENS Noise Team
Sent: 31 July 2021 00:02
To: Business Licence
Cc: Haines, Samantha
Subject: RE: Licence Consultee Email. Licence Application Number:21838

Dear Licensing

Further to our email to BSAG dated 27 May (copy attached); email with business letter, received 28 July 2021 (copy attached); email with noise management plan, received 29 July 2021 (copy attached) – the Nuisance Control Team make representation against the event on the basis that public nuisance from regulated entertainment may ensue, should the application be granted.

In outline, we are disappointed with the noise management plan and disappointed that the applicant's letter to residents refers to employment of an acoustics engineer in order to ensure the cited noise levels are respected and are kept below government regulated thresholds. No noise levels are cited and neither are any government regulated thresholds referenced. Furthermore, without consulting the nuisance control team, the applicant has chosen to include our weekday and emergency contact details in that correspondence.

Specifically, the noise management plan is wholly inadequate. It informs us that the community stage is the only real potential for noise disturbance and pleads that we bear in mind the stage designed for amateur performances and community groups with speakers/audio directed inwards, facing into the park. There is a stated intention is to monitor the sound on Longstone Avenue and Harlesden Road at hourly intervals throughout the day, keeping a log of readings each time. There is reference to COMEDY FEST providing a hotline number for use during the event for residents and locals. However, no such number is provided and no process around that facility is outlined or detailed. In short, this does not represent a noise management plan.

In order to satisfy our concerns to have regulated entertainment at this event, with particular regard to the community stage, the Nuisance Control Team would need to consider:

where speakers will be placed and what direction they are facing
how loud the music will be
how long the music will go on
what controls will be in place

The noise management plan must have particular regard to the Code of Practice on Environmental Noise Control at Concerts, and specifically Table 1, where concert days per calendar year, per venue exceeds 12 days.

Kind regards

Martin Wood
Principal Nuisance Control Officer
Brent Council

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Bent Park Services, Civic Centre Licensing Services
Engineers Way, Wembley,
Middlesex HA9 0FJ

20 the July 2021.

Dear Sir/madam,

Re: **Premises Licence Application by Informed Associates
Comedy Fest in respect to Roundwood Park, Harlesden
Road, NW10 3SH.**

Dates: Sat 28th, Sun 29th and Monday 30th (Bank Holiday
Weekend)

On behalf of members of Harlesden Business Association, we
strongly oppose this application. Our reasons are as follows:

1) This event would be advertised on social media around the
country.

2) As a result of 1 above thousands are likely to descend on
Harlesden over those 3 days.

3 Roundwood Park cannot possibly cope with large groups.

4) The Police cannot crowd control an event like this.

5) Brent Council do not have toilet facilities in Roundwood
Park to cope with the expected crowds.

6) The Park is in a residential area and families living around
the park will use the bank holiday weekend to walk, exercise,
picnic and to entertain their young children.

7) Car parking will be a nightmare for shops and residents in
Harlesden, Willesden, Kensal Rise, Dudden Hill and Monks
Park

8) The streets and front gardens of residents will be used as
toilets.

9) The common belief of businesses and residents is that this event is being planned as an alternative to the postponed 2021 Notting Hill Carnival.

10) Harlesden cannot cope with an event as planned.

11) As a former committee member of Notting Hill Carnival, I am aware that an event such as this one take months of planning with Police, Council Officers and Stakeholders.

12) Volunteer Groups have worked hard this year to clean up litter in Roundwood Park and Harlesden. It would be an insult to their efforts to allow our local park to be desecrated over this weekend.

Lastly, we have one of the highest percentages of non-vaccinated persons in the country. To allow this event to go ahead will be a disservice to our community and to the overstretched NHS.

Please do not grant this licence.

Response from Resident Objector – 26/7/2021

The sale of alcohol has not been addressed. At none of the events mentioned was alcohol sold. If there is a withdrawal of alcohol on sale, this event will be supported.

Response from Applicant – 28/7/2021

From: Rob Dudley
Sent: 28 July 2021 06:37
To: Business Licence
Cc: lendon lumsden
Subject: Re: Objection Responses

Hi Vanesha,

Please see response:

A detailed Alcohol Management Plan is being developed and will be shared and agreed with the Licensing Authority. This plan will describe the measures in place to ensure that alcohol on site is sold and managed responsibly. These measures include – Staff competency, Challenge 25, acceptable forms of ID, refusal of service, SIA security and the like.

Additionally, alcohol will only be available in a designated, fenced area of the site to which entry will be controlled by SIA security. Alcohol will not be permitted to be taken out of this area in to the wider park.

Thanks
Rob

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Sent: 27 July 2021 14:57

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Festival

To whom it may concern,

My name is [REDACTED] and I am a resident of Harlesden.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 15:14

To: Business Licence <business.licence@brent.gov.uk>

Subject: COMEDY FESTIVAL - ROUNDWOOD PARK

To whom it may concern

My name is [REDACTED] and I am a resident of Willesden.

I have been made aware of and am keen to physically support the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I want to add my support for this event as I am convinced that our community will benefit from this event. Following the major physical and emotional loss in the Borough of Brent as a result of the pandemic, laughter is the healing balm which will go a long way in beginning the healing journey for our residents and all who attend or are affected by those who do.

I know the organisers personally and confirm that they have been delivering quality events nationally and within the borough for decades.

I am very much looking forward to attending and supporting this event.

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Sent: 27 July 2021 15:23

To: Business Licence <business.licence@brent.gov.uk>

Subject: Event

To whom it may concern

My name is [REDACTED] I am a resident of Harlesden.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

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Sent: 27 July 2021 15:24

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Festival in Aug

To whom it may concern

My name is [REDACTED] and I am a resident of North London.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh. Especially after the last year or so, laughing is a good release.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 15:32
To: Business Licence <business.licence@brent.gov.uk>
Subject: Re: Comedy Fest 28th August 2021 - Roundwood Park

To Whom It May Concern

I have been made aware of an objection to the above named event.

I would like to offer my full support to this this event.

Having spent the last 12 months in lockdown, I feel that not only the community would benefit from this but also those from outside of the city such as myself, wishing for some lighthearted entertain, especially given the awful circumstances we have had to endure of late.

I personally know the organisers and have attended many events that they have facilitated.

In addition, I can say with certainty, said organisers have always delivered first class, trouble free events for all.

I ask that you give the organisers the opportunity to proceed with this event. I myself and so many others are looking forward to this.

Kind Regards

This page is intentionally left blank

Sent: 27 July 2021 15:33

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Fest August Bank Holiday - Support!

To whom it may concern

My name is [REDACTED] and I am in full support and looking forward to attending the Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021 which I have heard, to my horror, there has been an objection to this event.

I wanted to add my full support for this event because I think this is a much needed and appreciated event for our community. It has been organised to a high level with accredited comedians from around the UK who wish to provide our community with an awesome event showcasing and giving a well appreciated entertainment during these somber times of the pandemic. The organisers are well established at delivering events at a high level in not only this area but beyond which have been well attended with well mannered and respectable clientele for several years and I am looking forward with great anticipation to attending with my family.

Yours faithfully

This page is intentionally left blank

Sent: 27 July 2021 15:34

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy event 27/30 August 2021

Hello, my whole family and friends intend going to the event at Roundwood Park 27-30 August. The park has had a tradition of community events going back decades. It is important at this time for the local community to get together to celebrate talent, fun and diversity.

As residents we support this event wholeheartedly.

Regards

This page is intentionally left blank

Sent: 27 July 2021 15:33

To: Business Licence <business.licence@brent.gov.uk>

Subject:

To whom it may concern

My name is [REDACTED] and I live in Birmingham

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 15:41
To: Business Licence <business.licence@brent.gov.uk>
Subject: Comedy Festival Roundwood Park

Dear Sirs,

My name is ■■■ and I am a Brent resident residing in Willesden Green.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park from August 27-30 2021.

I would like to add my support for this event because, I believe the area would benefit enormously from something like this and ultimately, who doesn't like to laugh.

I have known the organisers for many years and always go to their events when I am able. I am therefore very much looking forward to attending.

Kind regards,

This page is intentionally left blank

Sent: 27 July 2021 15:48
To: Business Licence <business.licence@brent.gov.uk>
Subject: Re: licence application for Comedyfest 2021

Dear Sir/Madam

As a Brent resident, I'm writing in support of the application for a licence for the ComedyFest at Roundwood Park over the forthcoming Bank Holiday weekend, 27th -30th August.

After the challenges of the pandemic and the gradual opening up of the culture and events sectors, the organisers have proposed a safe, multicultural and entertaining event which will surely be a great addition to the Brent calendar.

I have known the organisers, particularly, Informed Associates Ltd, for many years and have attended numerous events that they have put on. All have been successful, trouble-free and attracted the diverse and interested crowd that Brent is famous for.

A comedy festival gives us all the chance to lighten the load of the past two years, enjoy local and internationally recognised artists and celebrate the diversity of the borough in which we live.

I do hope that you grant the licence for the event and look forward to attending.

Yours faithfully

This page is intentionally left blank

Sent: 27 July 2021 15:48

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Fest 27th-30th August 2021

To whom it may concern,

My name is [REDACTED] and have been a resident of the Borough Brent (Harlesden) since 1966 and (Wembley) since 1971.

Due to the Pandemic the Nottinghill Carnival was is usually held at the end of August has been cancelled last year and now this years has been cancelled also.

I was very happy to hear about, and looking forward to attending the Comedy Fest as would be held in our great Borough of Brent as we need something to bring smiles to our faces at which has been a very difficult times.

I have been made aware of the objection for it to be held.

And I and other members of the community would be saddened if the Fest was not able to take place as it is very needed.

So please allow the event to take place

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 15:56

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Festival

To whom it may concern

My name is [REDACTED] and I am a resident in the borough of Brent.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because this is something both the community and area sincerely needs, given the past 18+ months we have had to endure. This event is directly targeted at uplifting the spirits of its attendees with laughter, fun and positivity, which is exactly what the world needs right now.

I know the organisers and they have been delivering events in this area for many years successfully, so please continue to allow them to continue bring the local community together and spread positivity.

Kind regards,

This page is intentionally left blank

Sent: 27 July 2021 16:00

To: Business Licence <business.licence@brent.gov.uk>

Subject: Roundwood Park Comedy Fest

To whom it may concern

My name is [REDACTED] and I am a resident of Harlesden. I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021. I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh. I know the organisers and they have been delivering events in this area for many years so I look forward to attending. Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 16:04

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Festival

To whom it may concern

My name is [REDACTED] live in the borough of Brent

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think the area would benefit due to the difficulties of going through this lock down that people have faced. It would be brilliant for people to come together and laugh.

I know the organisers and they have been delivering events in this area for many years, which I have taken part in and attended

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 16:12

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Festival to be held in Roundwood Park August Bank Holiday 27th-30th 2021

To whom it may concern,

My name is [REDACTED]. I am a resident of Brent, also a Community Champion and a Community Consultant.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh, I certainly love to laugh!

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

Yours Sincerely

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Sent: 27 July 2021 16:20

To: Business Licence <business.licence@brent.gov.uk>

Subject: To who it concern

To whom it may concern

My name is [REDACTED] and I live in Manchester.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think any community would benefit from something like this the country needs an event of laughter after the past 18 months.

I know the organisers and they have been delivering events in this area for many years that I have attended so I look to attending this one to. I travel from Manchester and have made many friends at the events.

Yours Sincerely

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Sent: 27 July 2021 16:29
To: Business Licence <business.licence@brent.gov.uk>
Subject: Proposed comedy festival

To whom it may concern

My name is [REDACTED] and I am an ex resident of Brent. I grew up in Harlesden and regularly attended events in Roundwood Park including the Brent Show and Irish Festival.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I fully intend to attend the event on both days.

I wanted to add my support for this event because I think it's about time we in Brent had a comedy festival as I always have to go to the ones either in Camden, Ealing or further afield. Our area would hugely benefit from something like this and help to change the negative stereotypes about the NW London. Plus with the last 18months we all need something to laugh about.

I am a regular attendee of Comedy events and I have attended many of the organisers events over the years, which are both well organised & excellently delivered offering great entertainment & value for money.

I am looking forward to coming to this event with my family & meeting up with old friends & to also watch a great mixture of my favourite comedians in my area.

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 16:37
To: Business Licence <business.licence@brent.gov.uk>
Subject: Comedy Festival

To whom it may concern

My name is [REDACTED] and I am a resident of Harlesden.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

Regards

This page is intentionally left blank

Sent: 27 July 2021 19:46

To: Business Licence <business.licence@brent.gov.uk>

Subject:

To whom it may concern

My name is [REDACTED]

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I have been made aware that there has been some objections to the comedy fest and i wanted to add my support for this event because I think the area would benefit from something like this and ultimately after so long in lock down who doesn't want to go out to laugh and enjoy themselves.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

It would be a shame to cancel this event as I know a lot of people are looking forward to it I know I am.

Yours faithfully

This page is intentionally left blank

Sent: 27 July 2021 19:52

To: Business Licence <business.licence@brent.gov.uk>

Subject: Bank Holiday comedy event @ Roundwood park

I am very much in support of this event and believe that it would be welcomed by the community as a whole.

I have known the promoter for well over twenty years & have faith in his credibility.

Signed: [REDACTED]...local business operator.

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Sent: 27 July 2021 19:56

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Festival - Aug 27th - 30th 2021

To whom it may concern

My name is [REDACTED] and I live in Birmingham and work sometimes in London.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday weekend August 27th-30th 2021.

I wanted to add my support for this event because I believe the area would benefit from something like this after the challenges communities have faced during the pandemic- laughter as we all know is a great therapy and ultimately who doesn't like to laugh? It definitely lifts people's spirits.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

I trust you will support the event as it will raise the profile of the area.

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 20:05

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Festival 27 - 30/8/2021

To whom it may concern

My name is [REDACTED] and I am a resident of (Harlesden).

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

Its time we in Brent had a comedy festival as I always have to go to the ones either in Camden, Ealing or other areas of London. Our area would hugely benefit from this and help to change negative stereotypes about NW London.

Over the last 18months we all need something to laugh about.

I have attended many of the organisers events over the years, which are both well organised & excellently delivered offering great entertainment & value for money.

I am looking forward to coming to this event with my family & friends to watch a great mixture of my favourite comedians in my area.

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 21:09

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Festival in Roundwood Park

To whom it may concern

My name is [REDACTED].

I'm aware that there is a proposal to hold a Comedy Festival in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event. I believe that after going through such a difficult time globally I feel the community would benefit from an event of this nature. Bringing people together and sharing a laugh or two before we move forward on the next journey of this pandemic would be awesome...

I know of the organisers and I can confirm that they are thoroughly honest and upstanding investing into the local community. They have such integrity and I have attended a number of events.all in safe environments and policed to a high level...

I'd be grateful if you could commission this great event.

Kind regards

This page is intentionally left blank

Sent: 27 July 2021 21:32
To: Business Licence <business.licence@brent.gov.uk>
Subject: Comedy Festival

To whom it may concern

My name is [REDACTED] and I am a resident of Harlesden.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

Yours Sincerely

This page is intentionally left blank

Sent: 27 July 2021 23:47

To: Business Licence <business.licence@brent.gov.uk>

Subject: Comedy Fest

To whom it may concern

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

I wanted to add my support for this event because I think it's about time we in Brent had a comedy festival as I always have to go to the ones either in Camden, Ealing or further afield. Our area would hugely benefit from something like this.

I have attended many of the organisers events over the years, which are both well organised & excellently delivered offering great entertainment & value for money.

I do hope this event goes ahead as planned, it's unique, diverse and a great advert for the council.

Yours Sincerely

This page is intentionally left blank

Sent: 29 July 2021 17:07

To: Business Licence <business.licence@brent.gov.uk>

Subject:

To whom it may concern

My name is [REDACTED] and I am a resident of Harlesden.

I have been made aware of the proposed Comedy Festival to be held in Roundwood Park this Bank Holiday August 27th-30th 2021.

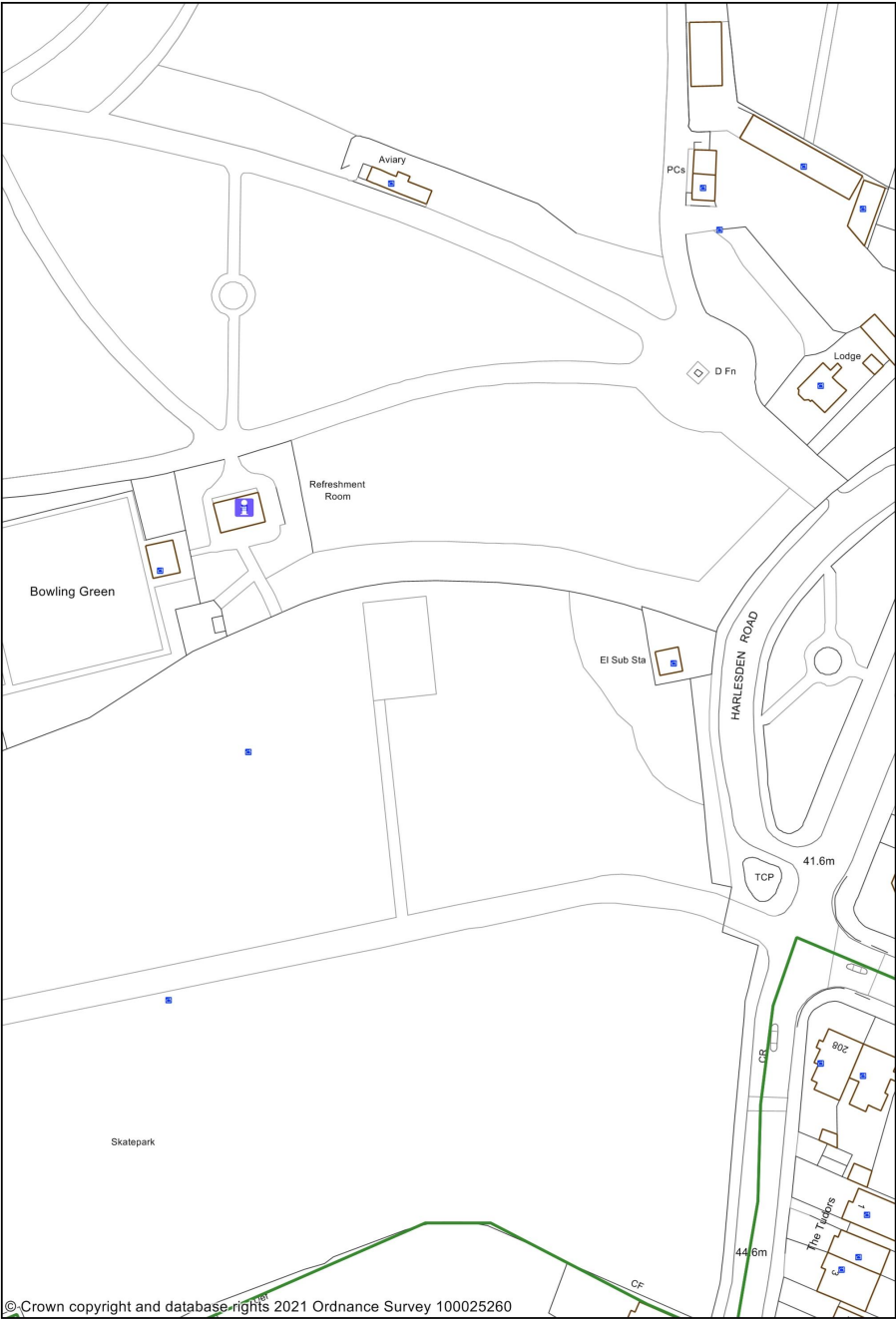
I wanted to add my support for this event because I think the area would benefit from something like this and ultimately who doesn't like to laugh.

I know the organisers and they have been delivering events in this area for many years so I look forward to attending.

Yours Sincerely

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Roundwood Park



1:1250

0 0.02 0.04 kilometres



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