



Alcohol and Entertainment Licensing Sub-Committee

Tuesday 19 August 2025 at 2.00 pm

This will be undertaken as a virtual online meeting

The meeting will be open for the press and public to follow via the live webcast available [HERE](#)

Membership:

Members

Councillors

Ahmed (Chair)
Akram
Rajan Seelan

Substitute Members:

Councillors:

Bajwa, Chohan, Clinton, Hylton, Long,
Mahmood & L. Smith

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

For electronic copies of minutes and agendas please visit:
[Council meetings and decision making | Brent Council](#)

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
1 Apologies for absence and clarification of alternate members	
2 Declarations of Interests	
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 a New Premises Licence, 3 Day Event by Red Lotus Events CIC for Rangeelu Gujarat 2025 - Roe Green Park, pursuant to the provisions of the Licensing Act 2003	1 - 62

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LICENSING ACT 2003

Application for a New Premises Licence

1. The Application

Name of Applicant:	Red Lotus Events CIC
Name & Address of Premises:	Rangeelu Gujarat, Roe Green Park, Kingsbury Road, NW9
Applicants Agent:	

1. Application

The application is for a new premises licence as follows:

To provide: Licensable activities for a 3 day event from Friday 5 – Sunday 7 September 2025 called Rangeelu Gujarat. The original application was to provide Regulated Entertainment and to remain open from 11am to 11pm Friday and Saturday and 11am to 6pm Sunday.

The applicants have subsequently agreed a terminal hour of 10pm on Friday 5th and Saturday 6th September 2025.

2. Background

None

3. Promotion of the Licensing Objectives

See page 3 of the application.

4. Relevant Representations

Representations have been received and withdrawn from the Police and Licensing Officer. Representations remain outstanding from local residents.

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 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. Resident Reps
- C. Licensing Rep & Withdrawal
- D. Police Rep & Withdrawal
- E. OS Map



Brent

Regulatory Services
Brent Civic Centre
Engineers Way
Wembley
HA9 0FJ

TEL: 020 8937 5359
EMAIL: business.licence@brent.gov.uk
WEB: www.brent.gov.uk

Online Ref. No: 19874
Application No: 35494
Date: 15 July 2025

LICENSING ACT 2003

Licence: Premises Licence New Application
Application No: 35494

Dear Sir/Madam,

Applicant: Red Lotus Events CIC

Date Received: 15 July 2025

An application was made to Brent Council under the Licensing Act 2003 by the above-named applicant. Representations must specify in detail the grounds of opposition and must relate to the promotion of the licensing objectives.

In order that consideration of the application may not be delayed, it will be appreciated if a reply can be sent to us **by: 12 August 2025**.

Yours faithfully

Sima Naran
Administration Officer
Regulatory Services

Part 1 - Premises Details

Postal address of premises, or if none, ordinance survey map reference or description

Rangeelu Gujarat 2025
Roe Green Park, Kingsbury Road, London, Brent

Telephone Number at premises (if any):

Non domestic rateable value:

Part 2 - Applicant Details

Proposed Licence Holder:
Red Lotus Events CIC
99A Cobbold Road, Willesden, NW10 9SL

Agent Details

Part 3 - Operating Schedule

When do you want the premises licence to start? 05-09-2025

If you wish the licence to be valid only for a limited period, when do you want it to end? 07-09-2025

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

Please give a general description of the premises: Roe Green Park

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

Section A: Plays
Section E: Live music
Section F: Recorded music
Section G: Performances of dance

The times the licence authorises the carrying out of licensable activities

<u>Section A: Plays: Outdoors</u>		
<u>Day</u>	<u>Start Time</u>	<u>End Time</u>
Monday		
Tuesday		
Wednesday		
Thursday		
Friday	11:00	23:00
Saturday	11:00	23:00
Sunday	11:00	18:00

<u>Section E: Live music: Outdoors</u>		
<u>Day</u>	<u>Start Time</u>	<u>End Time</u>
Monday		
Tuesday		
Wednesday		
Thursday		
Friday	11:00	23:00

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- 1) Entrance and Exit
- 2) Junk – 40 Yard Skip
- 3) Changing Rooms
- 4) Main Stage
- 5) Clear space for garba and audience
- 6) Heritage Food
- 7) Toilets
- 8) Food Court
- 9) Exhibitor stalls
- 10) Rangelu Haath
- 11) Baap no Rasto
- 12) Photo installations
- 13) Baa Ni Varta
- 14) Bacha Nagar
- 15) Carrom Corner
- 16) Migration Map
- 17) Voyage of Legacy
- 18) Kite Flying
- 19) Fire Exits - 5
- 20) First Aid
- 21) Heras Fencing – 1Mt inside of footpath
- 22) Licensable activities ———
- 23) Entrance and Exit to Kite Flying area

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Event Management Plan

Event name	Rangeelu Gujarat Arts and Culture Festival 2025
Event location	Roe Green Park – Kingsbury NW9 9HA
Event date	Friday 5th September 2025 Sunday 7th September 2025
Time	Friday 1st Sept - 11.00 – 23:00 Saturday 2nd Sept - 11.00 – 23:00 Sunday 3rd Sept - 11.00 – 18.00
Organisation	Red Lotus Events CIC
Version number	Version 1.2
Document last updated	10/07/2025

If you have any questions about this plan, please contact
priteev@redlotusevents.com the Event Planning Coordinator.
 Phone: 07956527788 / 07737302451

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1. Event management

1.1. Event overview

Event description

The Rangeelu Gujarat Art and Cultural Festival, organised by Red Lotus Events CIC, is dedicated to conserving and promoting the rich arts and cultures of Gujarat, India. This is the third festival held outside India, following the first one in 2016 at Fryent Country Park and the second one in 2023 at Roe Green Park. The event will showcase a variety of artists from across Gujarat and celebrate the region’s vibrant traditions and creative heritage.

Location

The event venue location is Roe Green Park, Kingsbury NW9 9PE

Description of the site and surrounding area

Roe Green Park is a cherished green space located in the heart of Kingsbury, within the London Borough of Brent. The surrounding area is predominantly residential, with Kingsbury Road providing convenient access to local shops, eateries, and public transport links. The park is also within walking distance of Kingsbury Station, making it easily accessible for visitors from across the borough.

Roe Green Park plays a vital role in the local community, not only as a recreational space but also as a venue for cultural events, health initiatives, and environmental education. Its blend of natural beauty, historical significance, and community spirit makes it a cornerstone of Kingsbury’s identity.

Dates and duration

The Rangeelu Gujarat Arts and Cultural Festival will take place from Friday, 5th September 2025 to Sunday, 7th September 2025. The entrance gate, where ticketing and security checks will occur, will open as follows:

- Friday, 5th September 2025: 11:00 - 22:30 (Film Screening Event: 19:00 - 22:30)
- Saturday, 6th September 2025: 11:00 – 23:00 (Traditional Folk Dance “Garba”: 19:00 – 23:00)
- Sunday, 7th September 2025: 11:00 - 19:00

Entrance and exit points

People will be using the existing footpaths in the park to attend the festival site, from Kingsbury Road, Roe Green and Bacon Lane. The pathways are well-lit and currently used by commuters to walk from Kingsbury Road to Bacon Lane, Roe Green Village and Street near Princes Avenue.

Stall holders will be coming with their vehicles into the festival area from Roe Green via Bacon Lane into Roe Green Park gates that will be manned by security during setup time. During festival dates (when not in use) the gates will be locked and no access permitted for any unauthorized vehicles.

An exhibitor ONLY car parking area is allocated on the grounds (see above) and will be locked and manned by a steward throughout the event days. The steward will be in addition to the 19 allocated security guards for the festival. The Heras fencing is 3.5m wide x 2m high (The size of the festival area was measured using a measuring wheel as 640m)

Expected capacity

It is anticipated that there could be around 3000 – 4,000 members of the public on site at any given time. The festival space is 16,000sqm the approx. area taken by structures would 1000sqm which allows for approx. 5m² of space per person at the festival. The total expected audience over the three days would be around 20,000.

As this is an outdoor event, depending on the weather these numbers may fluctuate, above stated are the numbers we anticipate. This will be managed through ticket sales, as well as wristbands, security will also have clickers as detailed in the Security management plan

Audience profile

The expected audience will span a wide demographic, including young singles, young couples, families with children, and individuals of all ages, races, and religions. Brent is home to the largest Gujarati community in London, with many residents living in Brent and Harrow.

Based on census data, the festival organisers are focused on promoting community cohesion, cultural exchange, and the arts. The event will feature vegetarian food from local businesses, and no alcohol will be served.

There will be a wide range of stalls, including Art and handicrafts representing the different regions, food and refreshment stalls that will mimic the authentic taste of the various cultures of the state. We will have stage performances as detailed below.

Event organisers

The event organisers are Pritee Varsani and Mira Salat from Red Lotus Event CIC we have successfully hosted three festivals at Fryent Country Park (Rangeelu Gujarat in 2016 and Tribal India in 2017), as well as a Rangeelu Gujarat in 2023 at Roe Green Park in partnership with Brent Council, all without any issues. Given our previous experience, we are confident that the event will proceed smoothly without any concerns regarding antisocial behaviour. We expect families ranging from young children to the elderly.

1.2. Key event management contacts

The event managers will have overall responsibility for all aspects of the event. Other people will have key tasks and responsibilities allocated to them but will report to the event manager.

Name	Role	Responsibility	Contact details –
[REDACTED]	Co Event organiser	Overall responsibility	[REDACTED]
[REDACTED]	Co Event organiser	Overall responsibility	[REDACTED]
[REDACTED]	Volunteer coordinator and Exhibitor Management	Volunteer recruitment, training, and event day management. Managing Exhibitors	[REDACTED]
[REDACTED]	Operations Manager	Risk assessments, legal compliance, fire points, site inspections, first aid provision, Security Management	[REDACTED]
[REDACTED]	Production lead		[REDACTED]
[REDACTED]	Site Manager	All event infrastructure, ordering, delivery timings, Organisation of waste clearance and recycling, Toilets and washing facilities and overall site management	[REDACTED]
[REDACTED]	Artist Management		[REDACTED]
[REDACTED]	Hospitality Management		[REDACTED] [REDACTED]

1.3. Event contractor contacts – other

We have collated the details of all people that will have some involvement with the event. This could be event suppliers, stallholders, emergency contacts, council contacts, and so on.

While it is not necessary for the council to have this list, it is important to create a comprehensive list for our own use. This helps with your event planning and event management on the day.

Company	Contact name	Service provided	Contact details
Gap Event Services		Portable toilets, Heras Fence, Pedestrian Barriers	
Farnham Royal Marquees		Stalls, Marquees	
Company	Contact name	Service provided, including famous or celebrity acts, performing or in attendance	Contact details –email, mobile

1.4. Organisational structure

The organisational structure will help everyone involved with the event to understand who is responsible for what. It is also an essential part of the emergency response planning. If there is an incident, our volunteers and the emergency services will need to know who is in charge.

We will make sure our organisational structure shows the levels of command and how things will be communicated up and down these levels.

Organisation structure				
Emergency services – Police, Fire, Ambulance				
		Event Organiser Pritee and Mira		
Operations Manager ██████	Production manager ██████	Artist manager ██████	Volunteer manager ██████	Site Manager ██████
Security staff	Production staff	Stage manager	Volunteers	Setup and dismantling the site
Stewards	Crew	Stage crew	Marketing & Sales Team	
St John Ambulance				
First Aiders				

1.5. Programme and production schedule

It is important to us to produce and document our event day programme. This not only helps us event management across the three days but also allows us to promote our programme to our audience prior and during the event.

A production schedule is also an essential element in us successful managing our event. It ensures tasks are done on time and not forgotten. With so much to think about it is easy to forget things if we don't document every task. The schedule helps us with what we need to do prior, during and after our event to ensure all tasks are carried out in a timely manner.

Date	Task	Start	Finish	Who	Complete
1/09/25	Heras Fencing, Toilets, Tower Lights to be installed	08:00	17:00	GAP	
1/09/25	Scaffolding	09:00	14:00	TBC	
1/09/25	Generators	10:00	14:00	TBC	
1/09/25	Waste Skip	09:00	10:00	TBC	
1/09/25 - 4/09/25	Onsite infrastructure build	09:00	18:00	Red Lotus Events	
Date	Task	Start	Finish	Who	Complete
2/09/25	Stage & Production	10:00	18:00	TBC	
2/09/25	Marquees to be installed	10:00	18:00	Farnham Royal Marquees	
3/9/25	Decorating the site	08:00	18:00	Red Lotus Events	
4/09/25	Exhibitors set up	08:00	20:00	Various	

1.6. List of Performers by Day

TIME	FRI	SAT	SUN
	September 5, 2025	September 6, 2025	September 7, 2025
11:00 AM			
11:15 AM			
11:30 AM	OPENING	DHOL	DHOL
11:45 AM			
12:00 PM	YRM	YRM	YRM
12:15 PM			
12:30 PM	DANCE OF HOME	DANCE OF HOME	DANCE OF HOME
12:45 PM			
1:00 PM	COMEDY	GARBA FLOW	GARBA FLOW
1:15 PM			
1:30 PM	MUSIC	MUSIC	MUSIC
1:45 PM			
2:00 PM	LAGNA GEET CHOIR	LAGNA GEET CHOIR	LAGNA GEET CHOIR
2:15 PM			
2:30 PM	DANCE OF HOME	DANCE OF HOME	DANCE OF HOME
2:45 PM			
3:00 PM		VOYAGE OF LEGACY	VOYAGE OF LEGACY
3:15 PM			
3:30 PM	MUSIC	MUSIC	MUSIC
3:45 PM			
4:00 PM	DANCE OF HOME	DANCE OF HOME	GARBH
4:15 PM			
4:30 PM	MUSIC SIDDHI DHAMAAL	MUSIC SIDDHI DHAMAAL	MUSIC SIDDHI DHAMAAL
4:45 PM			
5:00 PM	DANCE OF HOME	DANCE OF HOME	SUN DOWNER -
5:15 PM			
5:30 PM	SUN DOWNER -	SUN DOWNER -	HOLI
5:45 PM			
6:00 PM	END	END	END

Friday 5th September 19:30 - 22:30 - Film Screening

Saturday 6th September 19:30 - 23:00 - Open Air Garba - Red Lotus Events

1.7. Event / Entertainment programme

A run sheet is a useful tool for our event as we will have multiple activities occurring across the day at different locations within the event site. It's important we programme all the activities in a sensible and logical manner to make the event flow for your audience.

Stage and other programme		
Time	Feature programme	Other

11:00- 18:00	The Mapping Journey	Face painter
	Baa Ni Varta	Henna artist
	Carrom Corner	Pagdi Tying
	Thaali Tales	
	Kite Flying	
	Baap No Rasto	
	Rangeelu Haath	
	Bacha Nagar	

2. Licensing

We are aware licensable activities will require a premises licence as we will be providing regulated entertainment such as plays, films, live music, and dance

List any licence details below.

Premises Licence details	
Temporary Event Notice (TEN) details	N/A
Type of entertainment provided	
Details of market stalls, provide details	

3. Health and safety

As the event organiser, we have appointed Raz Thaker as our designated health and safety lead. He possesses the required skills, knowledge and experience to identify potential hazards during the event's set-up, breakdown and live operation. He will ensure that appropriate control measures are implemented at each stage to safeguard everyone involved and protect them from harm.

3.1. Risk assessments and management

We are aware the risk assessment process is not optional – it is an absolute necessity when planning our event. It is important to us that a risk assessment is not treated as something we do simply because it is a legal requirement – it is the single most important tool to ensure we cover all health, safety and planning aspects of your event.

Our risk assessment is a 'fluid' document that is being developed early on, constantly monitored, adjusted as necessary, and shared widely with internal and external stakeholders. We have referred to the Purple Guide for the information on our risk assessment and management.

The first step in the process is that we have develop a risk register. We have done this with our planning group and brainstorm every identifiable risk.

We have included the fire risk assessment as a separate document. – [Appendix 1](#)

3.2. Risk assessments – other contractors

Your contractors could include a fun fair ride, face painter, walkabout performer, electrical and lighting or marquee installation. Remember that you as the event organiser hold ultimate responsibility for any element of the event you contract in.

List all contractors associated with your event – we will need copies of their risk assessments.
--

3.3. Crowd management

We have a crowd management plan, which forms an essential part of our event management plan. It has been prepared by a competent person appointed to co-ordinate and manage security, crowd management and safety.

Our crowd management plan has detail of our requirements, such as:

- the findings of the site inspection
- the recommended numbers and types of stewards
- methods of working, including communications
- chains of command
- audience profile
- crowd risk assessment
- methods of ingress and egress
- contingency planning
- emergency procedures

Please find attached our crowd management plan – [Appendix 2](#).

Crowd management details.

Admission policy	<ul style="list-style-type: none"> • Buy in Advance or at Door: You can purchase tickets online ahead of the event or pay £8 at the entrance. • Valid Ticket Required for Entry: All attendees must present their ticket (paper or digital) for inspection; no entry without a valid ticket. • Non-Transferable & No Commercial Resale: Tickets are for personal use only. Reselling, transferring, or commercial use without organiser permission may invalidate your ticket. • No Refunds or Exchanges: All ticket sales are final. Refunds or exchanges are not available unless the event is cancelled or rescheduled. • Organiser's Rights: Organisers reserve the right to refuse entry, carry out bag-checks, and make changes to schedules, performers, or venues without prior notice .
Audience capacity and crowd dynamics	No more then 4000 at any given time. This will be a family crowd
Search Policy	As per the SMP their will be a general search policy
Entry and exit points	1 main gate for entry and exit. End of day the fire exits will also be used for exit to provide even dispersal of public
Barrier type and location	Crowd barriers to form cue at entrance and at the stage to prevent over crowding
Ticketed event	£6 online and £8 at the door

3.4. Security

We have appointed a professional security company. The main purpose of security and stewarding is crowd control and monitoring. Our risk assessment has identified our security requirements.

We are aware that our Security and stewarding will also be needed for the following types of duties. These have been considered when conducting our risk assessment:

- searching at entrances
- badge checking
- rapid response
- emergency evacuation
- controlling and directing the public, as required
- monitoring fire exits
- monitoring fire equipment

When assessing the security needs of our event, we have also considered the following:

- venue location
- date
- operating times
- target demographic
- planned attendance numbers
- the potential for prohibited substances to be brought into the event
- the potential for weapons to be brought into the event
- fenced or open site

Please find attached our security management plan from Taur Security– [Appendix 3](#)

3.5. Stewarding

In addition to your own organisation's staffing requirements, we have also considered stewarding requirements.

Some key points we have considered when developing our stewarding plan are:

- Our risk assessment has helped us to identify our requirements
- stewards and volunteers will be trained and briefed to ensure they are fully aware of their duties and responsibilities
- We have developed a communications plan for all staff, including stewards and volunteers, as they need to understand how they can cascade information or report incidents during the event.

Stewards will receive a briefing at a short meeting at 9:00am on the morning of the event, which will include the following points as well as a 3-hour training day one week prior to the festival:

Allocation of their duties and will be expected to discharge the following duties competently:

- Be aware that in the event of an emergency, stewards will come under the direct control of the appointed security manager.
- Be familiar with the layout of the site and assist the public with enquiries.
- Be aware of the location of the First Aid point.
- Be aware of unruly behaviour and inform an SIA Security person and investigate immediately any disturbances or incidents.
- Ensuring refuse does not accumulate in any area used by the public.
- Communicate with their supervisor in the festival of any emergency via radios. Know and understand the arrangements for evacuating the public should this be necessary.

- Concentrate on their duties and not participate in the festival.
- Not to leave their duty post/area without the supervision' permission.
- Not to consume or be under the influence of alcohol.

Stewards will wear distinctive (high visibility) clothing to facilitate easy identification. Safety Officer [REDACTED] | [REDACTED]
[REDACTED]

3.6. Counter terrorism

Our emergency procedure has considered potential counter terrorism threats. This has been proportion to the level of risk presented by your event activities. We have used the purple guide as a guidance to help mitigate the threat of a terrorist attack in crowded places.

Please find attached our counter terrorism procedures – [Appendix 4](#)

3.7. Barriers and fencing

The event area will be enclosed with Heras/mesh fencing panels. Each emergency exit will be 3.5m wide bar the entrance gate which will be 8m. We have 5 emergency exits; all will be clearly marked with head level signs.

The perimeter of our event will have Heras fencing supplied and installed by Gap Event Services; we will have barriers for crowd control near the stage and the ticking gate entrance to:

- help us manage and influence the behaviour of crowds, to line routes and to prevent visitors climbing on top of temporary structures and putting themselves at risk of falling
- relieve and prevent overcrowding and the build-up of audience pressure
- shield hazards from people

3.8. Management of attendee numbers

It is anticipated that there could be around 3000 – 4,000 members of the public on site at any given time. As this is an outdoor event, depending on the weather these numbers may fluctuate, above stated are the numbers we anticipate.

This will be managed through ticket sales, as well as wristbands, security will also have clickers as detailed in the Security management plan. There will be only one event entrance, for all event attendees, there will be 100% searches conducted.

3.9. Emergency procedures and planning

You must document your procedures for fire, raising the alarm, initial emergency response, site evacuation, communicating with your audience in an emergency, summoning and liaising with the emergency services, who will make decisions, show stop procedures, and so on.

Our risk assessment helps us to document our procedures. Thinking about what you will do if a fire or other emergency occurs:

- where on the site will you evacuate people?
- how will you communicate this instruction to your audience?
- who will take responsibility for these decisions?

- what systems do you have in place to contact emergency services?

It is important you communicate your emergency procedures with all your event staff, contractors and volunteers, as well as making the emergency services aware of your event. Emergency procedures will always include definitions – that is, when does an incident become major and therefore the management of the incident is handed over to the police. We have obtained guidance from The Purple Guide.

Please find attached our emergency procedures and planning procedures – [Appendix 5](#)

Key Elements of our Festival Evacuation Plan:

Identify Hazards: Assess potential risks like fire, severe weather, security threats, or medical emergencies.

Escape Routes: Designate clear and unobstructed escape routes, ensuring they are well-lit and appropriately signed.

Assembly Areas: Establish designated assembly points away from the danger zone, where attendees can gather safely.

Communication: Develop a system for communicating with attendees during an evacuation, potentially including public address systems, social media, or designated staff.

Vulnerable Individuals: Plan for assisting attendees with disabilities, young children, or those with limited mobility.

Staff Roles and Responsibilities: Clearly define roles for event staff, including marshals and security personnel, to guide attendees and manage the evacuation.

Emergency Services: We have established protocols for contacting and coordinating with emergency services (police, fire department, ambulance).

Testing and Review: Regularly test the evacuation plan through drills and simulations to ensure its effectiveness and identify areas for improvement.

Specific we have taken into consideration:

Fire Safety: Ensure fire exits are clearly marked, unobstructed, and easily accessible. Have a plan for using alternative exits if primary routes are blocked.

Bomb Threats: Have a procedure for handling bomb threats, including gathering information from callers, notifying relevant authorities, and potentially evacuating the premises.

Weather: Consider potential weather-related hazards like severe storms or flooding and have a plan for sheltering attendees or implementing a controlled evacuation.

Crowd Management:

Ensure adequate crowd control measures are in place to prevent panic and facilitate a smooth evacuation.

Security: Develop protocols for managing security threats, including potential for violence or crowd surges.

Post-Evacuation: Establish a plan for accounting for all attendees and providing support during and after the evacuation.

3.10. First aid and medical cover

The Purple Guide provides guidance to help you establish your first aid, medical and ambulance requirements.

First aid and medical staff should never be asked to undertake a dual-role – for example, stewards being classed as first aiders. Also, first aid staff should not be expected to have responsibility for, or share a location with, lost children or any other non-medical welfare service.

You should identify where each first aid point is located on your site, and you should include this on your site plan.

Please find attached our First aid and medical cover – [Appendix 6](#)

3.11. Electricity

All electrical equipment, generators and installations, even temporary ones, will comply with the general requirements of the Electricity at Work Regulations 1989 and should be installed and maintained in accordance with the relevant British Standards.

Where an event has an electrical supply, the event organiser must appoint a competent electrician to sign-off the installation prior to the event starting.

Here's a more detailed breakdown:

1. Power Load Assessment:

Determining Needs: Identify all equipment requiring electricity, including lighting, sound systems, vendors, and other infrastructure.

Calculating Demand: Estimate the power requirements of each piece of equipment and sum them up to determine the total power demand for the festival.

Generator Sizing: Ensure the chosen generators have sufficient capacity to handle the total power load, accounting for potential surges and future expansion.

2. Power Distribution:

Safe Setup: Implement proper cable management, using protective channels or elevated placement to prevent tripping hazards and cable damage.

Secure Connections: Employ socket couplers and weatherproof enclosures to protect connections from the elements and ensure electrical safety.

Qualified Personnel: Utilize trained electricians and technicians to handle the installation, operation, and maintenance of the electrical systems.

3. Safety and Compliance:

Regulations: Adhere to relevant electrical safety regulations, such as BS 7909, which provides guidance on temporary power systems at events.

Risk Assessment: Conduct a thorough risk assessment to identify potential hazards related to electricity, including fire, electric shock, and equipment malfunctions.

Emergency Procedures: Establish clear procedures for dealing with power outages, including backup power solutions and communication protocols.

Energy Efficiency: Implement measures to minimize energy consumption, such as using energy-efficient lighting and optimizing equipment usage.

4. Waste Management: Ensure proper disposal of electrical waste and promote recycling initiatives to minimize environmental impact.

5. Backup Power:

Redundancy: Implement backup power systems, such as generators or battery storage, to ensure continuous power supply in case of primary power failure.

Monitoring and Maintenance: Regularly monitor the performance of backup systems and conduct necessary maintenance to ensure their readiness in emergencies.

3.12. Fire safety

We have included the risk of fire in our event risk assessment. We have made sure that we have addressed the key areas of the fire risk assessment process. You must:

- identify potential ignition and fuel sources, such as liquid petroleum gas (LPG), generators, flammable materials, smoking, electricity, naked flames, barbeques, bonfires, fireworks, and so on
- identify people at risk within and surrounding your site and those at highest risk
- evaluate the risk of a fire occurring and evaluate the risk to people should a fire occur
- remove or reduce fire hazards and remove or reduce the risks to people
- consider detection and warning, raising the alarm, firefighting, escape routes, signs and notices, lighting, maintenance
- ensure emergency access
- ensure water provision
- record significant findings and action taken
- We will inform and instruct relevant people, provide training
- keep the assessment under review and revise it where necessary

Please find attached Fire Safety – Appendix 7

3.13. Temporary structures

The use of temporary demountable structures at our event includes a stage, grandstands, lighting towers, gantries, Marquees and so on. We will make sure as the event organiser's that a competent person or company is appointed to work on a temporary structure.

All suppliers will provide us with a copy of their public liability and employee insurance certificates, with relevant risk assessments and method statements for the product they are supplying for our event

Please find attached our Temporary Structure details – [Appendix 8](#)

4. Communications

The importance of communications when planning and delivering our event is paramount. We

4.1. Event communications – surrounding residents

Communicating with our planning team pre-event we will ensure all people are aware of all what is being proposed. We will communicate our event to the residents and businesses in the surrounding area, the earlier the better. The Fire Brigade, Ambulance and TFL have been emailed about our three day event.

4.2. Event day communications – audience

Audience communication has been considered to make the visitor experience enjoyable and seamless. This could include flyers, site plans, signage, public address system, stage schedules, and information points. It should include details of any signage or public information facilities being used to direct persons around the site, provide important information – for example, welfare facilities, first aid points, lost children, emergency messages, and so on – and restrict the public from certain areas if required.

4.3. Event day communications – internal

We will have a clear communications plan in place to ensure everyone is familiar with the plan. We will have the communications equipment we need on the day. This will include radios, mobile phones, staff to run errands and messages and a public address system.

When developing our plan, we will ensure that under the Event Management Contacts section, we will have a list phone contact details and radio channel details if radios are being used. We will ensure that via our Organisational Structure, all people working on our event understand the chain of command and therefore who they will contact should they need to report an incident or cascade information. We will also ensure our communications plan takes into consideration the organisational structure and the emergency procedure

5. Publicity and promotions

Event flags have already been installed at 55 key locations across Brent. We will also be carrying out door-to-door flyer drops and displaying posters in selected local shops throughout the area. McDonald's is supporting us by putting up A0-sized posters in eight of their branches across Brent and Harrow, and will also include flyers in takeaway bags two weeks before the festival.

In addition, Daniels Estate is helping by placing promotional boards outside up to 100 households in Brent. We have also launched a marketing campaign on social media to further boost awareness and reach.

Tickets are being sold on our website platform and on the door subject to availability.

6. Children

We have developed a lost children's policy and will make all event staff and volunteers familiar with the procedures and policy. Important points we have considered is to identify arrangements for the 'safe' care of children until such time that they can be reunited with their parent or carer

Please find attached our Lost children policy details – [Appendix 9](#)

7. Insurance

As an event organiser we have public liability insurance.

Please find attached our Public Liability Insurance Policy – [Appendix 10](#)

Red Lotus Events will be covered by Public Liability Insurance up to £10 million. Contractors – Copies of contractor insurance certificates will be requested and kept on record for inspection.

8. Provision of food and drink

Catering at our event will be provided by various suppliers who will need to supply food hygiene certificates and insurance documents as part of their contract.

The Mumbai Cafe
Shayona
Rajwadi Rasoi

9. Site considerations

9.1. Site plan

A site plan will be submitted for our event to BSAG.

Our site plan will include:

- placement of all temporary structures
- all other site infrastructure
- position of attractions and amusements
- catering and hospitality areas
- toilets

- Stall holders only car park
- position of site in context to the road
- any fencing or barriers
- generator or power sources
- power supply
- entry and exit points
- emergency exits, assembly points and access routes
- first aid points
- information point
- lost children point
- vehicle entry points
- any event décor – that is, flags, banners, and so on

We will create two versions of our site plan:

- one for use at the site on the day to provide event participants with information
- one that is purely for our management team

Accurate site plans is helpful when you are doing the site build as you can clearly direct people to their correct position when they arrive on-site.

Our Site plans is also a useful tool in the event design process as we can plan:

- how people will enter the site
- how people will interact with the site
- how people will move about the site

Please find attached our Site Consideration – [Appendix 11](#)

9.2. Sanitary facilities

As event organisers we are required to provide adequate toilet and hand washing facilities for our event attendees, staff and contractors. We will also provide disabled facilities.

Our audience size would likely be split 50-50 male to female ratio this will determine the number of toilets required for an event.

Toilets

We have used the Purple Guide as a guideline for toilet numbers. As the Gate opening time for our event is more than 6 hours, we have calculated our requirement for 18 toilets and 2 accessible toilets with baby changing facilities

Wash facilities

We will be providing hand washing facilities, adequate supplies of liquid soap and disposable hand towels in the toilets.

9.3. Traffic, Transport and Parking

We acknowledge that traffic management at our event is our responsibility. Through our risk assessment process, we have considered traffic, transport and parking. So we have written a

traffic management and parking plan for the event, with the aim of promoting safe attendance at the event and causing minimal disruption to the community.

An exhibitor ONLY car parking area is allocated on the grounds and will be locked and manned by a steward throughout the event days. Stall holders will be coming with their vehicles into the festival area from Roe Green via Bacon Lane into Roe Green Park gates that will be manned by security during setup time. During festival dates (when not in use) the gates will be locked and no access permitted for any unauthorized vehicles.

Please find attached our Traffic Management Plan – [Appendix 12](#)

9.4. Waste management

It is essential for us as event organisers to put in place waste management plans to minimise the environmental impact. Points we have taken into consideration: how we will keep the site clear of waste before, during and after the event – this will be done by volunteers and contracted cleaners.

- We will keep the site clear of waste before, during, and after the event with the help of volunteers and contracted cleaners.
- Volunteers will carry out litter picking using bin bags and gloves to maintain safety and hygiene, ensuring the site stays clean throughout the festival.
- Large bins will be placed at multiple locations across the site, mainly around the food areas, to encourage proper waste disposal.
- A 40-yard skip will be delivered by Glynns on **1st September**, emptied on **4th September** to prepare for the festival opening, and collected on **Monday 8th September at 18:00** once the event concludes.

This plan ensures the festival remains clean, safe, and environmentally responsible at all times.

9.5. Sound noise and vibration

The things most likely to cause noise nuisance at our event include live music stages and public address systems. We will give due consideration to noise nuisance and seek agreement on noise levels to residents surrounding our event. We will leaflet nearby residents of the three-day event.

Please find attached Sound noise and vibration– [Appendix 13](#)

9.6. Surface protection and trees

If the event requires a large amount of equipment on the site, we have already consider installing a track way to protect the ground. Tree root compaction can cause the premature death of trees due to compaction of soil around roots, restricting their ability to absorb oxygen from the soil.

We want to create a safe, accessible, and environmentally responsible event while minimizing the impact on the surrounding environment, including trees.

9.7. Weather

✓ Daily Weather Monitoring

- Monitor Met Office forecasts daily from 2 weeks before the event.
- Event organisers to check twice daily during the festival.
- Use trusted weather apps & local authority alerts for real-time updates.

✓ Extreme Heat Plan

- Provide shaded areas (marquees, tents).
- Free water stations available.
- Pre-event advice to wear hats, sunscreen & stay hydrated.
- First aid teams briefed for heat-related issues.
- Strenuous performances scheduled in cooler parts of the day.

✓ Heavy Rain Plan

- Covered stages & audience areas.
- Waterproof covers for all electrical equipment.
- Securely anchored tents & marquees.
- Temporary walkways in muddy areas.
- Attendees advised to bring rain gear & boots.

✓ Strong Winds Plan

- Install all structures to wind load specifications.
- Daily checks to secure all structures.
- Close or dismantle structures if wind exceeds safe limits.
- Clear plan to evacuate areas if needed.

✓ Severe Weather (e.g. Lightning)

- Stop stage activity & move people to safe shelters if needed.

- Clear process to pause, delay or cancel for safety.
- Announcements & signs guide visitors calmly.

Communication Plan

- Event Control Team makes weather decisions.
- Staff, volunteers & stallholders briefed in advance.
- Attendees informed via stage, PA system, stewards & social media.

Insurance

- Public liability insurance includes weather-related incidents.

10. Appendix

Please list below detailed documents to compliment the event management plan.

1.	Risk Assessment and Management - Version 1.0 090725
2.	Crowd Management Plan - Version 1.0 010725
3.	Security Management Plan
4.	Counter Terrorism - Version 1.0 100725
5.	Emergency Procedures and Planning - Version 1.0 090725
6.	First Aid and Medical Cover - Version 1.0 090725
7.	Fire Safety - Version 1.0 070725
8.	Temporary Structure Details
9.	Children's - Version 1.0 250625
10.	Insurance Policy

11.	Site Considerations - Version 1.0 020725
12.	Traffic, Transport and Parking - Version 1.0 010725
13.	Appendix 13 - Sound noise and vibration - Version 1.0 100725

Noise Management Plan - Rangeelu Gujarat Culture Fest 2025

1. Overview

Event: Rangeelu Gujarat Culture Fest 2025

Location: Roe Grn, London HA9 9HA

Dates: 5th-7th Sept 2025

Organiser: Red Lotus Events CIC

Expected Attendance: 2500-4000 maximum at any given time

2. Objectives

- Comply with UK and local noise control legislation.
- Prevent public nuisance or statutory noise complaints.
- Protect the well-being of attendees, staff, and the local community.
- Implement best practices for real-time monitoring, control, and stakeholder engagement.

3. Legal & Regulatory Compliance

- **Environmental Protection Act 1990 (Part III)** – defines statutory nuisance, including noise.
- **Control of Pollution Act 1974 (Section 61)** – governs construction and event noise control.
- **Noise Act 1996** – relevant for night-time noise offences.
- **Health and Safety at Work etc. Act 1974** – applies to staff exposure to high noise levels.
- **Local Authority Environmental Health Department** – required for licensing and notification.

4. Sources of Noise

Source	Type	Description
Live performances	Intermittent	Folk music, dance acts, comedy, drama
PA and public announcements	Frequent	Scheduling, safety notices,
General audience noise	Continuous	Cheers, talking, crowd movement, clapping
Catering & generators	Background	Food trucks, low-level machinery

5. Noise Control Measures

5.1. Site Layout & Planning

- **Stage orientation and placement** away from residential or noise-sensitive areas as possible
- **Fencing with panels** to reduce off-site impact.
- **Zoning**: Place food courts and quiet zones away from main stage.
- **Use soft landscaping temporary walls, marquees** to buffer noise.

5.2. Equipment & Limits

- Employ **line array speakers** with focused directionality.
- Use Decibel Pro: dB Sound Level Meter to measure once an hour dB levels ensuring the Music Noise Level (MNL) should not exceed 65 dB(A) over a 15-minute period at 1 metre from the façade of any noise sensitive premises.
- Fit all PA systems with **sound limiters**, pre-set to agreed maximum dB(A).

5.3. Timing Restrictions

- **Event hours:**

05/09/25 **11:00 AM – 10:30 PM**

06/09/25 **11:00 AM – 11:00 PM**

07/09/25 **11:00 AM – 7:00 PM**

As stated in EMP.

- Avoid sudden or excessive bass during evening hours.

6. Monitoring & Response Plan

Location	Equipment	Responsible Party
Main Stage Front	Real-time dB monitoring	Event Sound Manager
Site Boundary (x3)	Class 1 sound meters	Environmental Team
Residential Edge	Mobile monitoring units	Site Manager

- Set noise limits per licence conditions (e.g., **65 dB LAeq, 15min** at nearest residence).

- Live monitoring team to take readings **every 60 minutes** and adjust volumes if needed.
- A **logbook of all readings, complaints, and actions** must be maintained.

7. Stakeholder Engagement

- **Advance notice** sent to local residents and businesses at least **14 days prior**.
- Hold a **community briefing session** if required by the council.
- Share contact numbers for **Noise Officer and Event Manager**.
- Liaise closely with **London Ambulance, Police, and Council Officers** on-site.

8. Emergency & Incident Protocol

- Noise-related complaints will trigger an **on-site inspection** and if required within 15 minutes.
- Backup PA system in place with reduced output if the main system fails or exceeds limits.
- Medical and emergency announcements will bypass volume limiters in critical cases.

9. Sustainable & Low-Impact Options

- Reuse and rental of sound equipment to reduce transport emissions and set-up noise.

10. Post-Event Reporting


- Submit a full **Noise Monitoring Report** to the local council within **7 working days after the festival**.
- Include:
 - All monitoring data
 - Complaints log and resolutions
 - Recommendations for future mitigation

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[REDACTED]

From previous experience of similar events with unacceptable noise levels, obstruction of the public highway, rowdy behaviour, litter etc. which force me and my neighbours to leave our homes for the duration of these celebrations I must object to this application. Specifically "prevention of crime and disorder". The organisers refer to the employment of security guards but give no details of numbers, how they will be deployed or even if they will have the necessary SIA accreditation. The aspiration of "minimizing" (as opposed to "eliminating") criminal activity is concerning as it implies residents and attendees must accept some level of crime. This is unacceptable. The vague reference to "things like..." which look as if they have been merely "cut and pasted" from a handbook on how to organise an event give the impression of a lack of experience and professionalism on the part of the organisers. Indeed when one looks at the applicants website they acknowledge that they are a voluntary organisation and in the premature (bearing in mind permission has yet to be granted for it) promotion of this event invite volunteers (presumably untrained) to apply to assist in running it. There is reference to managing drunkenness but there is no application for a licence to sell alcohol. As to "prevention of public nuisance" the curious siting of this event immediately adjacent to houses in Roe Green Village rather than towards Kingsbury Road where access would be easier is puzzling. The noise levels and general disturbance from traffic and crowds to residents particularly myself and others in [REDACTED] (interestingly not marked on the misleadingly inadequate plan submitted) is not acceptable and could easily be minimised if a different part of RGP had been selected. In the promotion for this the organisers confirm no car parking is available but give no details of how to get to the venue by public transport. They also refer strangely to "prebooking a space in a nearby car lot" if people wish to use their own transport- there is no such car lot and inevitably there will be excess traffic in RGV which with its narrow roads will once again result in gridlock. They speak of "managing noise levels" but give no details of the type or numbers of equipment to be deployed or give any indication of familiarity with the regulations relating to the playing of amplified music in a public place much less how they intend to comply with those regs. One might have expected a noise assessment (similar to those required in appropriate planning applications) to be attached though in fairness the licensing people do not require it- a policy which I urge them to change. I have no reason to doubt the good intentions of the applicants but there must be serious doubts as to their ability to run this event satisfactorily. In the circumstances I ask the authority to reject this application.

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As of last years event the noice level was not controlled, we had to endure 3 days of of unacceptable noice, even with the double glazed windows closed, we still could hear the music in our home. What arrangements has been done for parking for the visitors? An event of this scale is not suitable in a small park like Roe Green Park, which is to near a residential area.I strongly object for this event to take place.Eleven hours for three days with a noice level which is not controlled, is not acceptable. Respect and concerns must be taking in consideration for the local resident, before a big event like this to take place.

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Rep 1 – Representation Remains

Thank you for this. I have read the applicant's comments. I only now realise that this a repeat of the 2023 event which caused so many problems and complaints- including from the Head of Kingsbury High when the noise and distraction to pupils on the Friday caused serious disruption to teaching.

In the circumstances it seems appropriate that this application is fully debated in public with committee members and I await a hearing date as soon as possible after the 12th August. Bearing in mind the rights of any disappointed party to appeal any decision to the magistrates court it is a pity that the organisers left it so late to make this application. It would take a very cynical person to wonder whether this was deliberate - the hope being to slip this through without residents or the school noticing.

In the meantime I would appreciate a copy of the "noise plan" referred to by Red Lotus.

Applicant Response to Rep 1

*From: **Business Licence***

Date: Wed, 23 Jul 2025, 08:51

Subject: RE: New Premises Licence application - Roe Green Park

To:

Dear

The applicant has provided the following response:

Thank you for sharing your concerns about our application for a premises licence for the Rangeelu Gujarat Culture Festival at Roe Green Park. We truly value local residents' feedback and welcome the chance to clarify how we plan and deliver our events responsibly.

Our Track Record

Rangeelu Gujarat is a family-friendly, community-led arts and culture festival. Over the past 14 years, we have successfully organised numerous outdoor events, including two festivals at Fryent Country Park and our most recent festival in 2023 at Roe Green Park itself all delivered professionally, safely and without any breaches of licensing conditions or significant complaints.

Noise and Public Nuisance

We have always ensured that noise levels remain well within acceptable limits. At our 2023 event in Roe Green Park, independent decibel readings near the closest residential homes averaged around 40dB comparable to normal conversation and did

not generate formal noise complaints. Our stage is positioned as far as possible from neighbouring homes, and we continuously monitor sound levels during the event to remain within agreed limits.

Our waste management is robust. After our last festival, residents commented on how spotless the park was left something we are very proud of. We have a detailed plan involving professional cleaners and local volunteers to ensure the park is left clean and tidy each day.

Security and Crime Prevention

We share your view that safety is paramount. We employ Taur Security, an award-winning, responsible employer of fully SIA-accredited security guards trusted by local councils and experienced in high-profile events, including royal family visits. Our security plan includes a clear breakdown of SIA licensed security guards and trained stewards all qualified professionals. No security roles are carried out by untrained volunteers.

It is worth clarifying that while our policy states we aim to minimise any risk, in line with legal best practice we cannot claim to eliminate all risk entirely, as no event can. However, we work closely with the local police and council to keep our festival safe and secure.

If they would like to see more details about the company please see their website below

<https://taursecurity.co.uk/>

Alcohol

We do not hold an alcohol licence and do not permit alcohol sales on site. Bags are searched at the entrance and anyone appearing under the influence is refused entry. This is detailed in our security management plan, which we are happy to share with you.

Site Access and Parking

Our festival site is the same open ground used by the annual funfair, chosen for its accessibility, safety, and minimal disruption to the wider park. We do not obstruct public paths or highways, we plan site layouts carefully to ensure smooth public access.

We actively discourage visitors from driving. Full travel information is provided to ticket holders in advance, including clear public transport guidance. No general public parking is provided. The only parking available is a small, pre-booked area for Blue Badge holders, managed by trained stewards who turn away unauthorised vehicles.

Professional Standards

Although we are a not-for-profit community organisation, we work to professional standards. Our volunteers contribute specialist skills from their own professional fields.

All core services, including security, sound, power, fencing, and waste management, are delivered by experienced, fully accredited contractors.

We are proud members of Without Walls, the UK's leading outdoor arts festival network, this recognition reflects our track record and commitment to safe, high-quality community events.

Open Dialogue and Invitation

We remain fully open to discussion with the council about our site plan, should an alternative location within Roe Green Park be preferable.

We would also like to extend an open invitation to all local residents to join us on the opening day, free of charge, to experience first-hand the spirit of this festival: a peaceful celebration of culture, storytelling, children's crafts, and intergenerational community exchange.

We hope this addresses your concerns and reassures you that our priority is always the wellbeing and comfort of our neighbours and our attendees. We are happy to provide additional details such as our security or noise plans at any time.

Thank you again for engaging with us, we look forward to working together to ensure this festival remains a safe, respectful and positive celebration for all.

If the above addresses the concerns you have, please confirm how you wish to proceed with your objection.

Regards,

Sima Naran

Licensing Support Officer

Regulatory Services

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Rep 2 – Representation Remains

Thank you for forwarding the comments of the organisers.

I'm not reassured by what they say and my objections stand.

Applicant Response to Rep 2

Dear

The applicant has provided the following response:

Dear Resident,

Thank you so much for taking the time to share your thoughts and concerns with us. We truly appreciate you reaching out, and we completely understand your worries about noise, parking, and the suitability of this event for the neighbourhood.

Firstly, we would like to clarify that our most recent festival at Roe Green Park took place in 2023, and not last year. During that event, we carefully monitored sound levels throughout each day and our readings at the nearest residential boundary averaged around 40 decibels, which is about the same as normal conversation. That said, we completely recognise that people's experience of noise can vary, and your feedback is very important to us.

To address this, we are putting even stronger measures in place for this year's festival:

1. The stage will be positioned at the furthest possible point from nearby homes.
2. A strict maximum decibel level will be agreed with the council and our production team.
3. Professional sound engineers will continuously monitor the levels using decibel readers.
4. Our site manager will have full authority to adjust or lower the volume immediately if required.

Regarding parking, please rest assured that we do not offer any general parking for the public. We fully understand how important this is for the local community:

1. All visitors are strongly encouraged to arrive by public transport only.
2. Clear travel information is sent to every ticket holder in advance, making it clear that parking is not available.

3. The only parking provided is for pre-booked Blue Badge holders, ensuring accessibility for those who need it most. This small area will be closely managed by trained stewards who will turn away any unauthorised vehicles.

We have a strong track record of running outdoor festivals both at Roe Green Park and Fryent Country Park, always leaving the grounds clean and the pathways open for everyone to use. We also work with Taur Security, an award-winning, fully SIA-accredited team trusted by councils and other organisations to manage safety at major events.

We truly value good relationships with our neighbours and would be very happy to share our detailed Noise Management, Security and Waste Management plans with you if that would help ease any worries. We would also welcome the chance to speak with you directly to answer any further questions you may have.

Your feedback is important to us, and we are committed to doing everything we can to ensure this festival remains respectful of our local community while creating positive opportunities for families, artists and young people.

Thank you again for sharing your concerns — we hope this offers some reassurance and we remain at your disposal should you wish to discuss anything further.

If the above addresses the concerns you have, please confirm how you wish to proceed with your objection.

Regards,

Sima Naran

Licensing Support Officer

Regulatory Services

**Proposed Annex Two Licence Conditions & Operating Schedule Amendment
Rangeelu Gujarat, Roe Green Park, Kingsbury NW9 9HA (REF: 35494)
Time limited premises licence – Friday 5th September 2025 to Sunday 7th
September 2025**

Operating Schedule Amendment

The Licensing Authority proposes a reduction to the hours for the following licensable activities: Plays, Live Music, Recorded Music, Performances of Dance, and the Opening Hours, to the following:

Friday 5 September – Terminal hour of 22:00 (rather than 23:00 as originally applied for), with all attendees to leave the designated premises licence event area by 22:30.

Saturday 6 September – Terminal hour of 22:00 (rather than 23:00 as originally applied for), with all attendees to leave the designated premises licence event area by 22:30.

Sunday 7 September – Terminal hour to remain at 18:00 as originally applied for, with all attendees to leave the designated premises licence event area by 18:30.

Proposed Annex Two Conditions

General

1. The premises licence holder, or a representative on behalf of the premises licence holder, shall attend any Brent Council Safety Advisory Group (BSAG) meetings upon invitation.
2. The premises licence holder, or representative on behalf of the premises licence holder, shall comply with any recommendations made by BSAG. This includes any amendment to the Event Management Plan (EMP) and/or any other relevant plans, as well as complying with any request made for further supporting documentation.
3. The premises licence holder shall ensure that they adhere to all the provisions set out within their finalised EMP.
4. The finalised EMP and other supporting documents shall be submitted to BSAG at least 14 days before the event start date.
5. The EMP shall include (either as part of a single document or a series of documents) the following:
 - a. Risk Assessment and Management
 - b. Crowd Management Plan
 - c. Security Management Plan
 - d. Counter Terrorism Plan
 - e. Emergency Procedures and Planning Plan
 - f. First Aid and Medical Cover Plan
 - g. Fire Safety
 - h. Temporary Structure Details

- i. Children's Management Plan
 - j. Insurance Details
 - k. Site Considerations Plan
 - l. Traffic, Transport and Parking Plan
 - m. Sound Noise and Vibration Management Plan
6. No permitted licensable activities can take place should the event be ultimately refused by BSAG.
7. No person other than the premises licence holder is authorised by the Licensing Authority to hold the event. Should the premises licence be transferred no event can be held without the re-consideration of an EMP by BSAG.
8. If any changes to the final EMP are required after submission to BSAG but before the event begins, the premises licence holder shall notify BSAG and the Licensing Authority as soon as reasonably practicable. If any changes to the final EMP are made during the event, the premises licence holder shall notify the Licensing Authority within 48 hours of implementing the changes.
9. The maximum number of attendees (excluding authorised staff) permitted on site at any given time during the event shall not exceed the figures set out below, subject to approval by BSAG:

Friday 5 September 2025:

 - 11:00–18:00 – General public entry, maximum 4,000 attendees.
 - 19:00–22:00 – Ticketed entry only (pre-purchased tickets), maximum 500 attendees.

Saturday 6 September 2025:

 - 11:00–18:00 – General public entry, maximum 4,000 attendees.
 - 19:00–22:00 – Ticketed entry only (pre-purchased tickets), maximum 2,000 attendees.

Sunday 7 September 2025:

 - 11:00–18:00 – General public entry, maximum 4,000 attendees.
10. Tickets for day and evening sessions must be purchased either in advance via an authorised online platform or on-site from an authorised seller. The total number of tickets made available for each day or evening session shall not exceed the corresponding capacity limits set out in Condition 9 above.
11. The site must be cleared of the public between 18:00–19:00 on Friday 5 and Saturday 6 September 2025.
12. No entry shall be permitted to attendees unless a valid ticket is produced upon ingress to the designated premises licence event area. Tickets shall be non-transferable unless agreed otherwise by the event organiser.
13. All attendees shall be issued a wristband which must be worn at all times whilst inside the designated premises licence event area.

14. Trained event staff and SIA Security shall also monitor the number of attendees entering the designated premises event area using a clicker system.

The Prevention of Crime & Disorder

15. The final EMP/Security Management Plan shall specify:
- a. The total number of SIA staff employed.
 - b. The number of SIA staff designated for each location and their respective duties.

These numbers shall be reviewed and increased if deemed necessary by the premises licence holder or upon recommendation by BSAG.

16. All SIA staff shall wear clothing that is clearly identifiable and shall be equipped with radios/communication devices.
17. A log shall be kept of the SIA staff working on any day to include their full name, date of birth, SIA licence number, security company and booking on/off times. A copy of the SIA staff log shall be available upon request by Police and authorised officers from Brent Council.
18. All attendees entering the designated premises event area shall be subject to bag checks and screening for prohibited or restricted items by SIA staff positioned at the entrance, in accordance with the finalised EMP/Security Management Plan (SP). SIA staff shall be fully briefed on the list of prohibited and restricted items as outlined in the EMP/SP, and clear signage shall be displayed at all public entrances notifying attendees of this policy. Attendees shall not be permitted to bring any prohibited or restricted items into the event area.
19. Any attendee who refuses to be searched shall be refused entry to the designated premises event area.
20. Any drinks sold within the designated premises area shall be provided in polycarbonate, aluminium can, or similar non glass drinking vessels.
21. There shall be no alcohol sold, permitted, or consumed within the designated premises licence event area.

Public Safety

22. Heras fencing shall be installed around the perimeter of the designated premises licence event area.
23. All electrical equipment shall be checked and approved by a certified electrician to ensure that they are safe. Any stage, marquee or other temporary structure erected on the site shall not be used unless the premises licence holder can ensure that it complies with the relevant legal safety standards.

24. There shall be at least 5 emergency exits within the premises licence area. These numbers shall be reviewed and increased if deemed necessary by the premises licence holder or upon recommendation by BSAG.
 25. The entrance/exit point (including evacuation points) shall be clear, obvious, and remain unobstructed.
 26. In the case of an emergency evacuation, all trained event staff shall assist the attendees in leaving the designated premises licence event area in a safe manner. The evacuation procedure shall also be announced on the PA system.
 27. An incident log shall be kept and maintained at the premises which will record the following:
 - a. Any incidents of crime, disorder or anti-social behaviour.
 - b. Any ejections (including refused entries) of attendees.
 - c. Any accidents or medical incidents.
 - d. Any complaints received.
 - e. Seizures of drugs or offensive weapons.
 - f. Any visits by authorised officers of Brent Council or emergency service.
- The incident log shall be made available to an authorised officer of Brent Council, or the Police.
28. The number of first aid and medical staff shall be specified within the finalised EMP or First Aid and Medical Cover Plan. These numbers shall be reviewed and increased if deemed necessary by the premises licence holder or upon recommendation by BSAG.
 29. The designated medical area shall be clearly signed posted and the location shall be made obvious to all attendees.
 30. A fire safety risk assessment & emergency evacuation shall be undertaken by the premises licence holder and provided to BSAG. The premises licence holder shall comply with all the requirements set out within the finalised EMP/plan.

The Prevention of Public Nuisance

31. A sound, noise and vibration management plan shall be undertaken by the premises licence holder and provided to BSAG. The premises licence holder shall comply with all the requirements set out within the EMP/finalised noise management plan.
32. The premises licence holder shall notify local residents of the three-day event in advance by way of a local leaflet distribution. The leaflet shall include a telephone number that residents can contact during the should they have any noise-related complaints to make.
33. If any noise complaints are received, the premises licence holder shall ensure that the time/date, location, details of the person making a noise complaint and

any action taken thereafter are logged. A copy of this recorded will be made available upon request by authorised officers from Brent Council

34. Clear and legible notices shall be displayed at all exits from the premises requesting patrons to respect the needs of local residents and to leave the premises and area quietly.

35. The Protection of Children from Harm

36. A Lost/Found Children & Vulnerable Persons Policy shall be in place for the event and a system for lost children including a safe place for them whilst their parent or guardian is found. All event staff shall be informed of their responsibility in respect of this policy.
37. Children under the age of 16 shall not be permitted to enter the event without an accompanying responsible adult.

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From: Maldoom, Edwin

Sent: 08 August 2025 16:04

To: Pritee Varsani <

Cc: Legister, Linda; Business Licence; Butt, Councillor Muhammed; Mira Salat

Subject: RE: CONSULT: New 3 Day Premises - Rangeelu Gujarat 2025, Roe Green Park, Kingsbury Road, NW9 9HA - 35494

Good afternoon Pritee,

Thank you for your response.

Therefore, given the below agreement regarding the attached conditions and amended licensable hours, I can confirm that the Licensing Authority have no objection to make against the premises licence application.

Best regards,

Edwin Maldoom

Licensing Enforcement Officer

Regulatory Services

Brent Council

From: Pritee Varsani

Sent: 08 August 2025 16:01

To: Maldoom, Edwin

Cc: Legister, Linda ; Business Licence ; Butt, Councillor Muhammed ; Mira Salat

Subject: Re: CONSULT: New 3 Day Premises - Rangeelu Gujarat 2025, Roe Green Park, Kingsbury Road, NW9 9HA - 35494

Hello Edwin

We agree with the amended conditions.

Pritee Varsani - Director

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**METROPOLITAN
POLICE**

Working together for a safer London

TERRITORIAL POLICING

**Priteev
Red Lotus Events CIC
Rangeelu Gujarat
Roe Green Park
Kingsbury
NW9 9HA**

NW BCU Licensing Department - Brent

Wembley Police Station
603, Harrow Road
Wembley
HA0 2HH

Tel: 07500 087 115

Email: Phil.S.Graves@met.police.uk

Web: www.met.police.uk

Your Ref: 35494

Our ref: 01QK/428/25/3122NW

Date: Wednesday 6th of August 2025

Police representations to the application for a three-day premises license for 'Rangeelu Gujarat 2025, Roe Green Park, Kingsbury Road, Kingsbury NW9 9HA'

Police certify that we have considered the application shown above and wish to make representations that the likely effect of the grant of the application is detrimental to the London Local Authorities Act 1990 to 2000 for the reasons indicated below.

Police are 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, police would be in a position to withdraw their representations.

**Officer: PC 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.

An application has been made for a new three-day premises license under section 17 of the licensing act 2003. The Police representations are concerned with all four of the licensing objectives, namely:

- The prevention of crime and disorder;
 - Public safety;
- The prevention of public nuisance; and
- The protection of children from harm.

The Application

The application is for a three-day premises license in Roe Green Park for the Rangeelu Gujarat 2025 festival. The licensable activities requested are for live, recorded music and Dance for Friday the 5th, Saturday the 6th and Sunday the 7th of September 2025. The hours requested are from 11.00 to 23.00 hours on the Friday and Saturday and from 11.00 till 18.00 hours on the Sunday.

An event management plan along with a list of proposed conditions have been submitted to help uphold the licensing objectives, some of which I have incorporate below. I have also spoken to the applicant Priteev from Red Lotus Events and Raz Thaker who will be head of the security team at the event. Both Priteev and Raz discussed the event with me explaining the numbers of staff attending and the basic plans for the weekend.

The maximum number of patrons attending at any one time is expected to be four thousand (4,000) people.

Police Representations

Police require the following points should be added as conditions on the premises licence as below:

1. No alcohol will be sold at the venue
2. No alcohol will be allowed into the venue.
3. Any persons appearing drunk upon entry shall be refused entry
4. Any person found to be drunk inside the venue shall be removed from the venue by SIA
5. All guests entering the venue shall have any bags in their possession physically searched by SIA at the entrance.
6. All guests will be searched when entering the venue either with a 'wand' or physically by hand.
7. Any unlawful objects found during these searches (drugs, weapons etc) shall be seized by SIA staff and placed in secure locked location.
8. There shall be a minimum of twenty (20) SIA of a suitable gender mix on duty each day. Each fire exit shall have an SIA officer positioned while the event is open to the public
9. There shall also be a minimum of twenty-five (25) stewardess working each day supporting the SIA officers
10. The licensable area will be fenced off with Heras panels with a minimum height of 2 metres so that unauthorized persons cannot access the event.
11. A 'counter / clicker' system shall be used to count the number of patrons entering and leaving the venue. This system shall be able to produce an accurate number of patrons at the venue at any one time to the police or any official from Brent council.
12. After the maximum capacity of four thousand is reached a 'one in one out' policy will be adopted to make sure the numbers don't go above the 4,000-max capacity.

If the above conditions were agreed in full, police would be able to withdraw representations.

Yours Sincerely,

PC Phil Graves 3122NW
NW BCU - Brent Licensing
Philip.Graves@met.police.uk

From: Phil.S.Graves@met.police.uk

Sent: 06 August 2025 16:35

To: Business Licence

Cc: raz; redlotusevents

Subject: RE: New 3 Day Premises - Rangeelu Gujarat 2025, Roe Green Park, Kingsbury Road, NW9 9HA - 35494 - Police Reps

Good afternoon Brent,

Myself and Priteev are both in agreement with the attached conditions, therefore police withdraw reps.

Thanks,

Phil

Thank you for your assistance and swift response with this application.

From:

Sent: 06 August 2025 15:57

To: Graves Phil S - NW-CU

Cc: business.licence@brent.gov.uk; Raz

Subject: Re: New 3 Day Premises - Rangeelu Gujarat 2025, Roe Green Park, Kingsbury Road, NW9 9HA - 35494 - Police Reps

Good afternoon Phil,

Thank you for your email. I can confirm that Red Lotus Events CIC agrees to all the conditions set out by the police for the Rangeelu Gujarat 2025 event at Roe Green Park.

We appreciate your support and cooperation and look forward to continuing to work together to ensure a safe and successful festival.

Kind regards,

From: Phil.S.Graves@met.police.uk

Date: Wednesday, 6 August 2025 at 13:52

To: redlotusevents.com

Cc: business.licence@brent.gov.uk

Subject: New 3 Day Premises - Rangeelu Gujarat 2025, Roe Green Park, Kingsbury Road, NW9 9HA - 35494 - Police Reps

Good afternoon Priteev,

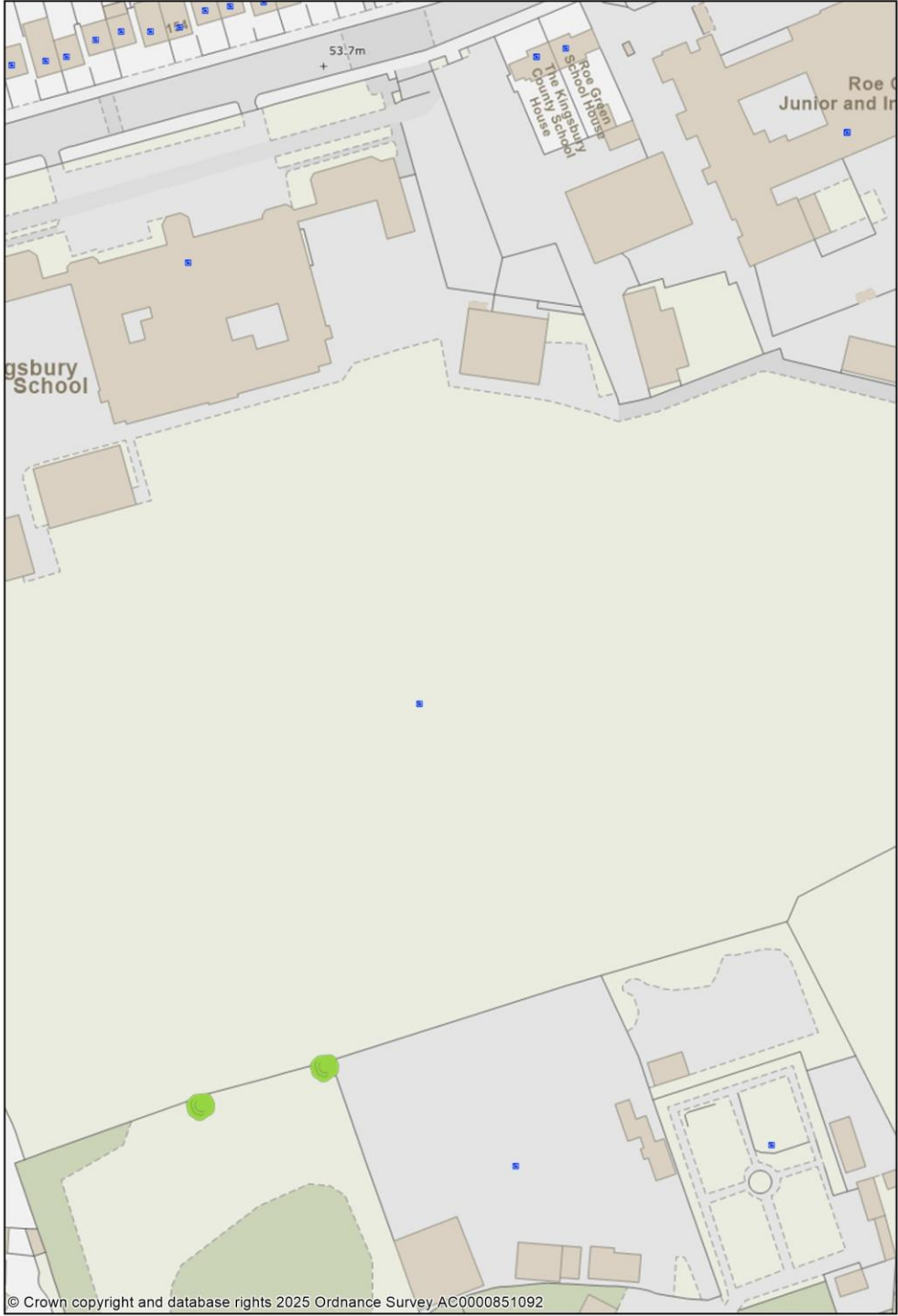
Thank you for your time with Raz yesterday. As discussed I have attached the police conditions for Roe Green Park. If you are in a position to agree to these conditions, police will withdraw representations.

Thanks,

Phil

CC Brent Council

Basemap Map



1:1250

0 0.02 0.04 kilometres



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From:

Sent: 18 August 2025 16:55

To: Legister, Linda

Subject: RGP event hearing

I have long-delayed surgery later this week and have been advised to avoid stress and indeed to rest in the afternoons this week in preparation. In the circumstances in case I am not available to attend the virtual meeting this email needs to be included in the hearing bundle. For ease of reference I will number my concerns.

1) The applicants have thus far failed to sign the hiring agreement with Parks Services which include their own terms and conditions.

2) The arrangements take no account of the Terrorism (Protection of Premises) Act 2025- the so-called "Martyn's Law". Whilst I appreciate this legislation is not yet in force the Council should be concerned to impose appropriate requirements as if it were. I invite the committee to impose such requirements

2) I was initially pleased to see that the licensing authority appeared to share some of my concerns with a schedule of conditions. Some of these sought to meet my concerns but were too poorly worded IMO to be satisfactory. Those conditions have been accepted by the applicants and the authority has withdrawn their objections. However, that withdrawal of objections does not bind or limit the committee in imposing further requirements. Most concerning is the absence of any sanction in the event of a breach which renders the applicants agreement nugatory.

More specifically the requirement for leafleting needs to include a list of addresses and a time limit of no less than 14 days prior. I would point out that no leaflets were distributed and no attempt e.g. through the very active Residents Association to contact residents in 2023 was made.

4) Whilst I have no authority to speak on behalf of Kingsbury High School I know in 2023 that the Head was completely astonished (in the absence of any advance warning) at the disruption of teaching on the Friday caused by these people. Had this application been made before the end of term I am sure objections would have been made by KHS. On the school's behalf can I suggest that if the committee allows this application it is on the basis that there is to be no amplified music before say 4pm on the Friday.

3) Handling of complaints. The applicants paint a picture of concern for residents and interest in their "feedback". My experience two years ago was very different. When I approached the area containing "Management" about the noise I was initially blanked by a woman who I now believe may have been Pritee Varsani. Eventually with a clear

disdain toward me she gestured to someone who appeared to be a security guard to accompany me to investigate. He followed me complaining about my walking too slowly (I was then 73 with a number of health issues) stood for a few moments to listen to the noise, shrugged his shoulders and walked off without comment. That is the reality. If the event is to be given consent there must be a requirement that a clearly identifiable and suitably qualified representative of the council be on site throughout (at the cost of the applicants) to be the primary contact for resident complaints. There also needs to be a specific requirement that no sound checks are to be allowed more than ten minutes before the advertised start time.

4) The applicants state that the last event in 2023 went ahead without "substantial" complaint. I do not know what metric they are using to define "substantial" but when I wrote to Parks about it pointing out that the Glastonbury-sized stage (the children's picture book plan in the bundle is grossly misleading in how it shows the stage) they used was wholly inappropriate for this site the impression I got was that it was recognised to all have been a big mistake and as a result the event took place last year in Fryent Country Park adjacent to a "fast" main road far away from housing and far better suited for this kind of event.

5) The noise management plan has problems

a) the end times are not consistent with those stated in the application.

b) the first bullet point in para 8 makes no sense

c) the reference to the "nearest residential" and "noise-sensitive" properties is so generic that I conclude no specific properties have been chosen, much less will be tested. The omission of any houses on the "plan" is concerning and highly misleading.

In light of the above I invite the committee to refuse this application on all four grounds set out in the 2003 legislation. Entirely without prejudice to that if the committee feels the event needs to go ahead I invite it to impose the conditions I have suggested in the hope that these will at least partially mitigate the worst excesses of these events.