

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