

ISSUED
APPLICATION
8/8/22

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 Wembley National Stadium Limited

(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			
The East Village External Concourse, Level 1, East Wembley National Stadium Wembley (as delineated on the licensing plan submitted with the application)			
Post town	London	Post code	HA9 0WS

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£0

Part 2 - Applicant Details

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

- a) an individual or individuals * ☐ please complete section (A)
- b) a person other than an individual *
- i. as a limited company ☒ please complete section (B)
- ii. as a partnership ☐ 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:

Please tick yes

- 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 <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post Town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		

I am 18 years old or over		<input type="checkbox"/> Please tick yes	
Current postal 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 Wembley National Stadium Limited
Address Wembley Stadium Wembley London HA9 0WS
Registered number (where applicable) 3388437
Description of applicant (for example, partnership, company, unincorporated association etc.) Company
Telephone number (if any)
E-mail address (optional) sue.dowling@blandy.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

Day	Month	Year
0	6	0 9 2 0 2 2

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

Day	Month	Year

Please give a general description of the premises (please read guidance note1)

The proposed licensed "Premises" (also referred to in this application as 'East Village' or the Village') comprises an open air area, defined section of the external concourse at Wembley National Stadium (as identified on the plan served with this application). The area will be used for a variety of purposes both on Stadium Event Days (for example as a entertainment/interactive space for fans) and from time to time on non-Stadium Event Days (for example for community-led and other activities such as Christmas/local markets; community plays/performance). There will be Regulated Entertainment provided on many occasions along with the provision of food and beverages (including alcohol). The capacity of the Village will be limited (at any one time) to a maximum of 4000 guests/spectators.

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

N/A

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

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

Provision of regulated entertainment

Please tick yes

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

Provision of entertainment facilities:

- | | |
|---|--------------------------|
| i) making music (if ticking yes, fill in box I) | <input type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J) | <input type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K) | <input type="checkbox"/> |

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

☐

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

☒

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	11:00	21:00	<u>Please give further details here</u> (please read guidance note 3) This licensable activity will not take place daily in the Village but may take place from time to time for example there may be a community led performance of a play involving local schools or theatre groups. Authorisation is sought for every day of the week and between a 'window' of 11:00 to 21:00 to ensure flexibility of operation; in reality (continued below)		
Tue	11:00	21:00			
Wed	11:00	21:00	<u>State any seasonal variations for performing plays</u> (please read guidance note 4) the hours/day of this licensable activity would depend on the nature of the particular event. Please see additional information provided in the draft Conditions served with this application		
Thur	11:00	21:00			
Fri	11:00	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 5)		
Sat	11:00	21:00			
Sun	11:00	21:00			

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) This licensable activity will not take place daily as the Village will not be in use daily. Exhibition of films will take place from time to time for example when the Village is used on a Stadium Event Day, large screens will show moving pictures/films. Films may also be exhibited on non-Stadium Event Days for example for a community-led occasion. [See further below]		
Mon	11:00	21:00			
Tue	11:00	21:00	<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4) Authorisation is sought for every day of the week and between the 'window' of 11:00 to 21:00 to ensure flexibility of operation; in reality the hours/day of this licensable activity would depend on the nature of the particular event. Please see additional information provided in the draft Conditions served with this application		
Wed	11:00	21:00			
Thur	11:00	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 5)		
Fri	11:00	21:00			
Sat	11:00	21:00			
Sun	11:00	21:00			

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	11:00	21:00	Please give further details here (please read guidance note 3) This licensable activity will not take place daily. Live music will take place from time to time for example when the Village is used on a Stadium Event Day, there may be a temporary stage with some live music. Live music may also be provided on non-Stadium Event Days e.g. at a community-led or other occasion. [see further below]		
Tue	11:00	21:00			
Wed	11:00	21:00	State any seasonal variations for the performance of live music (please read guidance note 4) Authorisation is sought for every day of the week and between the 'window' of 11:00 to 21:00 to ensure flexibility of operation; in reality the hours/day of this licensable activity would depend on the nature of the particular event. Please see additional information provided in the draft Conditions served with this application		
Thur	11:00	21:00			
Fri	11:00	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 5)		
Sat	11:00	21:00			
Sun	11:00	21:00			

F

Recorded music Standard days and timings (please read guidance note 6)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	11:00	21:00	<u>Please give further details here</u> (please read guidance note 3) This licensable activity will not take place daily as the Village will not be in use daily. Recorded music will take place from time to time for example when the Village is used on a Stadium Event Day, there will be recorded music playing at times. Recorded music may also be provided on non-Stadium Event Days e.g. at a community-led or other occasion.		
Tue	11:00	21:00			
Wed	11:00	21:00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 4) Authorisation is sought for every day of the week and between the 'window' of 11:00 to 21:00 to ensure flexibility of operation; in reality the hours/day of this licensable activity would depend on the nature of the particular event. Please see additional information provided in the draft Conditions served with this application.		
Thur	11:00	21:00			
Fri	11:00	21:00	<u>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</u> (please read guidance note 5)		
Sat	11:00	21:00			
Sun	11:00	21:00			

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors <input type="checkbox"/>
				Outdoors <input checked="" type="checkbox"/>
				Both <input type="checkbox"/>
Day	Start	Finish		
Mon	11:00	21:00	Please give further details here (please read guidance note 3) This licensable activity will not take place daily as the Village will not be in use daily. Performances of dance will take place from time to time for example when the Village is used on a Stadium Event Day, dance performances may form part of the entertainment provided. There may also be performances on non-Stadium Event Days	
Tue	11:00	21:00		
Wed	11:00	21:00	State any seasonal variations for the performance of dance (please read guidance note 4) Authorisation is sought for every day of the week and between the 'window' of 11:00 to 21:00 to ensure flexibility of operation; in reality the hours/day of this licensable activity would depend on the nature of the particular event. Please see additional information provided in the draft Conditions served with this application	
Thur	11:00	21:00		
Fri	11:00	21:00	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 (please read guidance note 5)	
Sat	11:00	21:00		
Sun	11:00	21:00		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment you will be providing</u> It is possible that the Village will be used from time to time for activities such as ice-skating; comedy nights and corporate activities at which there may be similar activities to those described in (e) (f) and (g) above	
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors <input type="checkbox"/>
Mon	11:00	21:00		Outdoors <input checked="" type="checkbox"/>
				Both <input type="checkbox"/>
Tue	11:00	21:00	<u>Please give further details here</u> (please read guidance note 3) This licensable activity will not take place daily in the Village (as the Village is not in use daily) but may take place from time to time for example there may be a community led event involving a mixture of activities falling within this category. Authorisation is sought for every day of the week and between the 'window' of 11:00 to 21:00 to ensure flexibility of operation; in reality the hours/day of this licensable activity would depend on the nature of the particular event. Please see additional information provided in the draft Conditions served with this application	
Wed	11:00	21:00		
Thur	11:00	21:00	<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)	
Fri	11:00	21:00		
Sat	11:00	21:00	<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 5)	
Sun	11:00	21:00		

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish	Both <input checked="" type="checkbox"/>		
Mon	11:00	21:00	State any seasonal variations for the supply of alcohol (please read guidance note 4) This licensable activity will not take place daily in the Village (the Village not being in use daily) but will take when in use on a Stadium Event Day or on a non-Stadium Event day, subject to risk assessment; management procedures and licence conditions (see draft conditions served with the application. [See further below]		
Tue	11:00	21:00			
Wed	11:00	21:00			
Thur	11:00	21:00	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 5)		
Fri	11:00	21:00	Authorisation is sought for every day of the week and between the 'window' of 11:00 to 21:00 to ensure flexibility of operation; in reality the hours/day of this licensable activity would depend on the nature of the particular event and the application of the various procedures (including those referenced in the draft Conditions). Note further that the hours for alcohol sales will vary on a Stadium Event day when the Village is in use i.e. alcohol sales will finish at least 1 hour before kick off/commencement of the match/Stadium 'bowl' Event to allow for those attending the Premises to consume their drinks and start to move into the Stadium in an orderly way.		
Sat	11:00	21:00			
Sun	11:00	21:00			

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name Paul Scannell	
Address [REDACTED] [REDACTED]	
Postcode	[REDACTED]
Personal Licence number (if known) [REDACTED]	
Issuing licensing authority (if known) [REDACTED]	



N

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 8)

N/A

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4) The Village is a section of the external Concourse of Wembley National Stadium; the Concourse is open 24 hours a day. When the Village is in use for licensable activities, the area will be delineated, and it will only be open to the public between 11:00 and 21:30. Licensable activities will finish at the latest by 21:00 and the Village will close by 21:30, allowing for an orderly exit of any guests.
Day	Start	Finish	Note information in the Draft Conditions relating to the use of the Village.
Mon	11:00	21:30	
Tue	11:00	21:30	<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 5) See the draft conditions for further detail. The hours of opening will vary on a Stadium Event day when the Village is in use i.e. the Village will close at least 30 minutes before the advertised kick off/commencement of the match/Stadium 'bow!' Event to allow for those attending the Premises to leave the Village and to enter the Stadium in an orderly way.
Wed	11:00	21:30	
Thur	11:00	21:30	
Fri	11:00	21:30	
Sat	11:00	21:30	
Sun	11:00	21:30	

P Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

Whilst the proposed 'Premises' will be covered by a separate Premises Licence (if this application is successful) in all other respects the East Village, on a Stadium Event day, will be operated in accordance with the numerous procedures and plans relating to Wembley National Stadium (under its Premises Licence and as applicable under the Stadium's General Safety Certificate (or any Special Safety Certificate)). [Continued in section (b)]

b) The prevention of crime and disorder

The Applicant has considered the promotion of all four Licensing Objectives and has volunteered specific (draft) Conditions to support this application and to promote those Objectives. These Conditions have been prepared following consultation with and input from the Community Protection team/Licensing Community Protection Officer, at the direction of the Head of Regulatory Services of Brent Council.

c) Public safety

See comments in sections (a) and (b) which have equal application to this section.

d) The prevention of public nuisance

See comments in sections (a) and (b) which have equal application to this section.

e) The protection of children from harm

See comments in sections (a) and (b) which have equal application to this section.

Please tick yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plan of the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable ☒
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (See guidance note 11). If signing on behalf of the applicant please state in what capacity.

Signature	<i>S.E. Dowling</i> S.E. DOWLING Blandy & Blandy
Date	LLP. 8/AUG/2022
Capacity	Solicitors for the Applicant

For joint applications signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent. (please read guidance note 12). 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 13)			
Sue Dowling Blandy & Blandy LLP One Friar Street			
Post town	Reading	Post code	RG1 1DA
Telephone number (if any)	0118 951 6927		
If you would prefer us to correspond with you by e-mail your e-mail address (optional) sue.dowling@blandy.co.uk			

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. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

Subject: RE: New Premises Licence Application: Advice please! (FOO10/10)

Date: 08/08/2022 11:12

From: "Sue Dowling" <Sue.Dowling@Blandy.co.uk>

To: "Business Licence" <business.licence@brent.gov.uk>, "Anu.prashar@brent.gov.uk" <Anu.prashar@brent.gov.uk>, "Belinda McGarry" <Belinda.McGarry@Blandy.co.uk>
 "Susana, Figueiredo" <Susana.Figueiredo@brent.gov.uk>, "John.McGann@brent.gov.uk" <John.McGann@brent.gov.uk>, "Alex.McLachlan@met.police.uk" <Alex.McLachlan@met.police.uk>, "James.M.Clarke@met.police.uk" <James.M.Clarke@met.police.uk>, "Islam, Shamsul" <Shamsul.Islam@brent.gov.uk>, "Davies, Laura" <Laura.Davies@brent.gov.uk>, "Martin, Wood" <Martin.Wood@brent.gov.uk>

Dear Sirs

Wembley National Stadium Ltd:

Application for a new Premises Licence for 'The East Village', External Concourse, Level 1 East, Wembley

We write further to previous discussions and correspondence relating to the above application and now attach by way of formal issue:

1. LIC 2: Application Form;
2. Draft Conditions – these have been developed following extensive consultation with your Authority at the direction of Mr Simon Legg;
3. Plans:
 - a. Plan A simply shows the location of the proposed Premises within the Stadium's footprint;
 - b. Plan B shows the proposed licensed 'Premises';
 - c. Plan C is illustrative only but shows what is likely to be a fairly typical internal layout on a Stadium Event Day; the precise internal layout will depend on the nature of the particular licensed event – for example the layout will look very different for a Community/Christmas market to the layout on a Stadium Event Day. At all times however the precise layout will be subject to risk assessment as well as the other legal requirements set out in the (draft) conditions;
4. Site Notice: The site notices will be going up this afternoon or tomorrow morning at the latest at appropriate places near to the 'East Village' in accordance with the Regulations. A similar notice will also appear in the local paper again as per the Regulations.
5. DPS Consent – this will follow but the proposed DPS is Mr Paul Scannell who is the current DPS for the Stadium.

As a reminder:

1. The draft conditions attached have been developed so that they fit well with the Stadium's existing Licence conditions, as, on a Stadium Event Day (such as a match or music concert in the bowl) the proposed Premises will operate in tandem with the Stadium operations;
2. Similarly, the draft conditions take into account the fact that on a Stadium Event day (when the Bowl is in use), the East Village **will be within** and will be **operated as part of the General Safety Certificate (or Special Safety Certificate)** applying to the Stadium and its immediate environs. It is important, as a result, not to duplicate safety/operational aspects which will form part of the GSC/SSC operation.

Licensing Authority; Ms Prashar and colleagues

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We would be grateful if on receipt of this application:

- a) You can arrange for the relevant person to call us a.s.a.p. **today** on 01189 516927 so that we can pay the £100 fee on behalf of our Clients – our Client has to coordinate putting up numerous site notices so we need to know what the application is 'given' today; and
- b) Confirm that you will circulate the application/attachments to all of the Responsible Authorities (ideally along with this email);

All Responsible Authorities

We would be grateful if you would let us know if you have any observations on the attachments to this email including the draft Conditions. Although the Conditions have been developed following considerable input from most of the Responsible Authorities, if further amendments are recommended, our Client is quite content to reflect on those recommendations.

All

We would be very grateful if you would drop us a short email on receipt of this email to confirm safe receipt.

With best regards, and thanks

Sue

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

Sent: 16 June 2022 09:17

To: Sue Dowling <Sue.Dowling@Blandy.co.uk>

Subject: RE: New Premises Licence Application: Advice please! (FOO10/10)

Good morning,

Please submit the application form and all relevant supporting documents via email and a member of the team will call for payment at the time of processing.

Kind regards

Licensing Team
Regulatory Services
Brent Council

www.brent.gov.uk

From: Sue Dowling <Sue.Dowling@Blandy.co.uk>

Sent: 15 June 2022 15:38

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

Subject: New Premises Licence Application: Advice please! (FOO10/10)

Dear Sirs

New Premises Licence Application: Difficulties with your Portal on-line system

We anticipate issuing a new premises licence application for a client in the relatively near future but we are struggling with your on-line application form. For example it appears to suggest that the Premises Licence

about:blank

16/08/2022

17

East Village (the 'Village')
Wembley Stadium
Draft Premises Licence Conditions (14 January 2022)
Updated: 26 July 2022

Definitions:

1 For the purposes of these conditions, the following words and phrases will have the following meanings:

1.1 **"The Premises"** shall mean:

the area of land delineated in red on the plan lodged with the Premises Licence application, (currently) known as 'The East Village' and in these conditions referred to as the 'Village'.

1.2 **"Bar"** shall mean:

any temporary bar/kiosk/counter/area (fixed or mobile (including "hawkers") used in the Village for the purpose of selling alcohol

1.3 **"Responsible Authority Contacts"** shall mean the officer(s) (if any) as identified by each Responsible Authority as being the primary contact at that Authority, concerning licensable activities at the Village.

1.4 **"Village Event "** shall mean:

any stand-alone event in the Village (on a non-Stadium Event Day), at which Regulated Entertainment is to be provided and

(a) The Regulated Entertainment will involve amplified music;

(b) The audience is attending (through a ticket or similar authorisation) for that Regulated Entertainment; and

(c) In the reasonable belief of WNSL Management (through the application of its planning and operational procedures), the audience is likely to exceed 1,000 at any one time;

"Event Particulars" shall mean:

The Event-specific planning and operational procedures (including Initial Risk assessment and/or Final Risk Assessment) relating to a forthcoming Village Event or Stadium Event Day¹.

1.5 **"Initial Risk Assessment"** shall mean:

The initial risk assessment carried out by Wembley Management in respect of planned operational issues (including those relating to the promotion of public safety and the prevention of crime and disorder; public nuisance and harm to children). The assessment shall be prepared (following receipt of the Necessary Information from any relevant third parties, as appropriate) and shall be submitted to the Licensing Authority; Police and Environmental

¹ The Event Particulars may form part and parcel of the Stadium's procedures (under the operation of its Premises Licence and/or its GSC/SSC) on a Stadium Event Day, rather than being a stand-alone/individual process.

Health Responsible Authority Contacts, unless otherwise agreed, at least 28 days before the particular Village Event or Stadium Event Day, or immediately on receipt of the Necessary Information, whichever date is the later.

- 1.6 **"Necessary Information"** shall mean:
Such information as Wembley Management require from third parties in order to produce a meaningful Initial Assessment including information relating to likely timings for the event; the likely audience numbers; and profile; the positioning of any stage, and information relating to proposed temporary demountable structures (having taken into account the Institution of Structural Engineers Guidance on Temporary Demountable Structures (April 2007, or later versions, or similar industry Guidance)).
- 1.7 **"Final Risk Assessment"** shall mean:
The final Risk Assessment² (incorporating final Event Particulars) to be submitted to the Licensing Authority and the Police at least 48 hours before an event (unless otherwise agreed).
- 1.8 **"Wembley Management"** shall mean:
those persons (including the Designated Premises Supervisor and his/her Nominated Deputy (and, on a Stadium Event Day, the Safety Officer) who hold roles at Wembley National Stadium/The FA whereby they are authorised to make management (and operational) decisions relevant to the operation of licensable activities at the Premises.
- 1.9 **"Bar Supervisor"** shall mean:
A person(s) who has responsibility for directly supervising the Bar Staff operating a Bar.
- 1.10 **"Bar Staff"** shall mean
Persons operating the Bars, involved in the sale or supply of beverages.
- 1.11 **"Door Supervisor"** shall mean
A person (licensed by the Security Industry Authority), employed to regulate entry to and egress to/from the Premises.
- 1.12 **"Stadium Event Day"**³ shall mean any day on which an Event will be taking place in Wembley National Stadium, where the Event will fall within the operation of its General Safety Certificate ('GSC') or within a Special Safety Certificate (SSC) and at which the Stadium's 'Bowl' (or any part thereof) is in use.

² The Final Risk Assessment may form part of the Final Risk Assessments completed under the Licence Conditions and/or GSC (SSC) relating to Wembley Stadium i.e. it does not have to be a stand-alone assessment.

³ This ties in with the definition of an 'Event' set out in the Stadium's Premises Licence

General Conditions applicable to all Licensable Activities in the Village

1. Regulated Entertainment and the Sale of Alcohol by retail shall only take place in accordance with these conditions.

CCTV

2. The Village shall maintain a comprehensive digital colour CCTV system. All public areas of the Village, including all public entry and exit points and the immediate external concourse environment, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 30 days with date and time stamping.
3. A staff member who is conversant with the operation of the CCTV system shall be present in the Village (or within Wembley National Stadium) at all times when they are open to the public for licensable activities. This staff member shall, on reasonable request, show recordings to the Police or to officers of the Licensing Authority.

Logs/Search/Seizure

4. An incident log (or logs) shall be kept at the Premises⁴ (or accessible at Wembley National Stadium or remotely) and shall be made available on reasonable request to the Police or to an authorised officer of Brent Council. The log will record the following:
 - (a) Where they relate to a licensable activity:
 - (i) All crimes reported to the Premises;
 - (ii) All ejections of visitors;
 - (iii) Any incidents of disorder;
 - (b) Any seizures of drugs or offensive weapons;
 - (c) Any faults in the CCTV system or searching/scanning equipment; and
 - (d) Any refusal of the sale of alcohol during trading hours.
5. There must be at the Village (or within the Stadium) a secure lockable 'Drugs Box' to which no member of staff, save the DPS and/or his Nominated Deputies shall have access. All controlled drugs (or items suspected to be or to contain controlled drugs) found at the premises must be placed in this box as soon as practicable. Whenever this box is emptied, all of its contents must be given to Wembley Police for appropriate disposal.

⁴ As the Village is external and does not contain permanent offices, any logs/registers/other policies and procedures are likely to be accessible remotely (through appropriate technology) and/or through offices within Wembley National Stadium.

6. When the Village is being used on a non-Stadium Event Day, as a ticketed, stand-alone 'venue' for licensable activities with restricted entrance and a static audience, written search policy and procedures (that aim to prevent those visiting the Village and/or staff bringing illegal drugs, weapons or other illegal items into the Village at any time) shall be in place and shall be operated. A copy of the draft search policy shall be provided to Wembley Police for their comment in advance of the Village being used, for the first time, as such as a stand-alone 'venue'.

Event Planning and Alcohol Sales

7. Prior to any occasion when licensable activities will be conducted at the Village, an appropriate Risk Assessment will be carried out to identify any required measures to minimise any risks to the promotion of the Licensing Objectives.
8. The capacity for guests/spectators for the Village shall not exceed 4000 at any one time.
9. A 'Challenge 25' Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age shall only comprise a passport, a photo card driving licence, an EU/EEA national ID card or similar document, or an industry approved proof of age identity card.
10. A log shall be kept at the Premises⁵ and record all refused sales of alcohol for reasons that the person(s) is, or appears to be, under 25 years of age. The log shall record the date and time of the refusal and the name of the member of *staff* who refused the sale. The log will be made available on reasonable request by the Police or an authorised officer of the London Borough of Brent Council.
11. There shall be no sale of alcohol for consumption *off* the premises:
 - When the Village is in use on a Stadium Event Day and
 - On a non-Stadium Event Day, unless the alcohol is sold in a sealed container.
12. On closure of the Village, a dispersal policy shall be in place and implemented to move visitors from the immediate vicinity in such a way as to cause minimum disturbance or nuisance to neighbours.
13. Prominent signage shall be displayed at all primary exits from the Village requesting that visitors respect those living and working in the locality.
14. Wembley Stadium Management shall make available a contact telephone number and/or website contact information for use in the event of complaints arising, relating to licensable activities being conducted at the Village.

⁵ See notes to footnote 4 above.

Additional Conditions relating to Village Events and Stadium Event Days when the Village is in operation for licensable activities:

These conditions apply, in addition to the above conditions, at all Village (stand-alone) Events and on Stadium Event Days:

15. The Initial Assessment (and subsequently the Final Risk Assessment) shall expressly address and/or identify:

- In relation to any Regulated Entertainment, the nature, location within the Village of any stage/screens/lighting rigging (and similar equipment), and timings of such Entertainment, and shall address the recommendations (in terms of noise management measures) set out in Vanguardia's Noise Management Plan dated ***** 2022;
- In relation to any Bars, the position of any temporary stationary Bars and/or whether hawkers will be in use, and the hours of trading;
- By reference to an Event Layout Plan/Diagram/Table/Risk Assessment and/or otherwise:
 - The anticipated Risk level for the Event;
 - Points of access/egress to the Village;
 - The number of stewards and/or other security staff to be on duty and their locations (or whether they are mobile);
 - The method to be used to monitor capacity;
 - The Search policy and procedure to be employed.

16. Where Regulated Entertainment is to be provided by and/or any Bar within the Village is to be operated by Third Parties (for example by event promoters; professional caterers and/or brand concessions), Wembley Management will inform the Third Party in writing of the need for it, and its staff/contractors, to be fully appraised of these licence conditions and the need to ensure full compliance with them.

17. Unless otherwise agreed with the Responsible Authority Contacts for the Police; Licensing Authority and Environmental Health:

- The DPS (or his Nominated Deputy) will ensure that a copy of any Initial Assessment is sent to those Contacts for their consideration. Wembley Management will use reasonable endeavours to reach agreement with those Responsible Authority Contacts concerning any particular issues (if any) concerning the promotion of the licensing objectives, at the proposed Event.⁶

⁶ To avoid duplication and confusion, compliance with condition 4(a) is not required where the planned Event falls within the Stadium Event Day operations and thus forms part of the procedures applicable under the

- At least one Personal Licence Holder shall be present throughout the Event;
- No drinks shall be served in glass containers at any time.
- Wembley Management (including the Personal Licence Holders and any third party event operators) shall use reasonable endeavours to ensure that any agreed measures (relating to public order, safety and the prevention of nuisance and harm to children) pursuant to the Final Risk Assessment are implemented.
- A Briefing Document shall be prepared for use at the Event, encapsulating salient operational details and measures listed under condition 15, and general licensing law, for reference of operational staff and Responsible Authority officers.
- Wembley Management shall use its reasonable endeavours to consider the provisions of and/or to follow the recommendations in the publications set out in this condition, so far as it is reasonably practicable and appropriate to do so:
 - The Purple Guide to Health, Safety and Welfare at Music and Other Events; Managing Crowds Safely.
 - Risk assessment: A brief guide to controlling risks in the workplace (2014 and Case Studies on Risk Management);
 - The Association of British Theatre Technicians, The Chartered Institute of Environmental Health, The District Surveyors Association and The Institute of Licensing's "Technical Standards for Places of Entertainment" (2015) ISBN 1904031838;
 - Crowded Places Guidance June 2017; and
 - The recommendations made in The Baroness Casey Review of December 2021

Additional Stadium Event Day Conditions:

18. Without limiting the above, where the Village will be used for licensable activities on a Stadium Event day, the following additional conditions will apply:

18.1 Event Planning and Risk Assessment

Through the Event Planning and Risk Assessment procedures applicable under the GSC or SSC, specific consideration shall be given by the DPS and/or his Deputy, in conjunction with the Stadium's Safety Team, as any planned use of the Village for licensable activities and if to be used, any specific measures (to promote the four Licensing Objectives) to be implemented.

Stadium's GSC (or SSC) or within the Stadium's Premises Licence conditions. See further condition 19 which is of general application.

18.2 Event Operations

The Village shall:

- (i) Only be accessed by those who have a ticket to the Stadium Event;
- (ii) As it falls within the scope of the Stadium's GSC/SSC, be operated in accordance with the policies and procedures relating to the internal areas of the Stadium (in so far as they are appropriate for the external Premises);
- (iii) Close, at the latest 30 minutes before the expected start time for the Stadium Event (with alcohol sales ceasing at least 1 hour prior to that start time); and
- (iv) Not re-open following the conclusion of the Stadium Event.

19. No licensable activities on a Stadium Event Day shall take place at the Village unless the following specific conditions are met:

- (i) Sufficient proposed operational details shall be provided by the DPS or his Nominated Deputy, to the DPS and Stadium Safety Officer of Wembley National Stadium to enable them to carry out an informed Risk Assessment, any other event planning measures consistent with the GSC/SSC, to determine whether or not the Village should be used on that Day for licensable activities, and
- (ii) Where through the aforementioned Risk Assessment/event planning measures, the Stadium's DPS or Stadium Safety Officer (or wider Wembley Management) stipulate operational conditions relating to licensable activities to be conducted in the Village, those stipulated conditions are adhered to as conditions of this Licence.

20. No licensable activities on a Stadium Event Day shall take place at the Village where the Stadium Event has been categorised (through the operation of the GSC) as an 'Event of National Significance'⁷ and the MPS has notified Wembley National Stadium's Safety Officer and the DPS/Wembley Management of the Village, that the Village shall not be used for licensable activities on that Stadium Event Day.

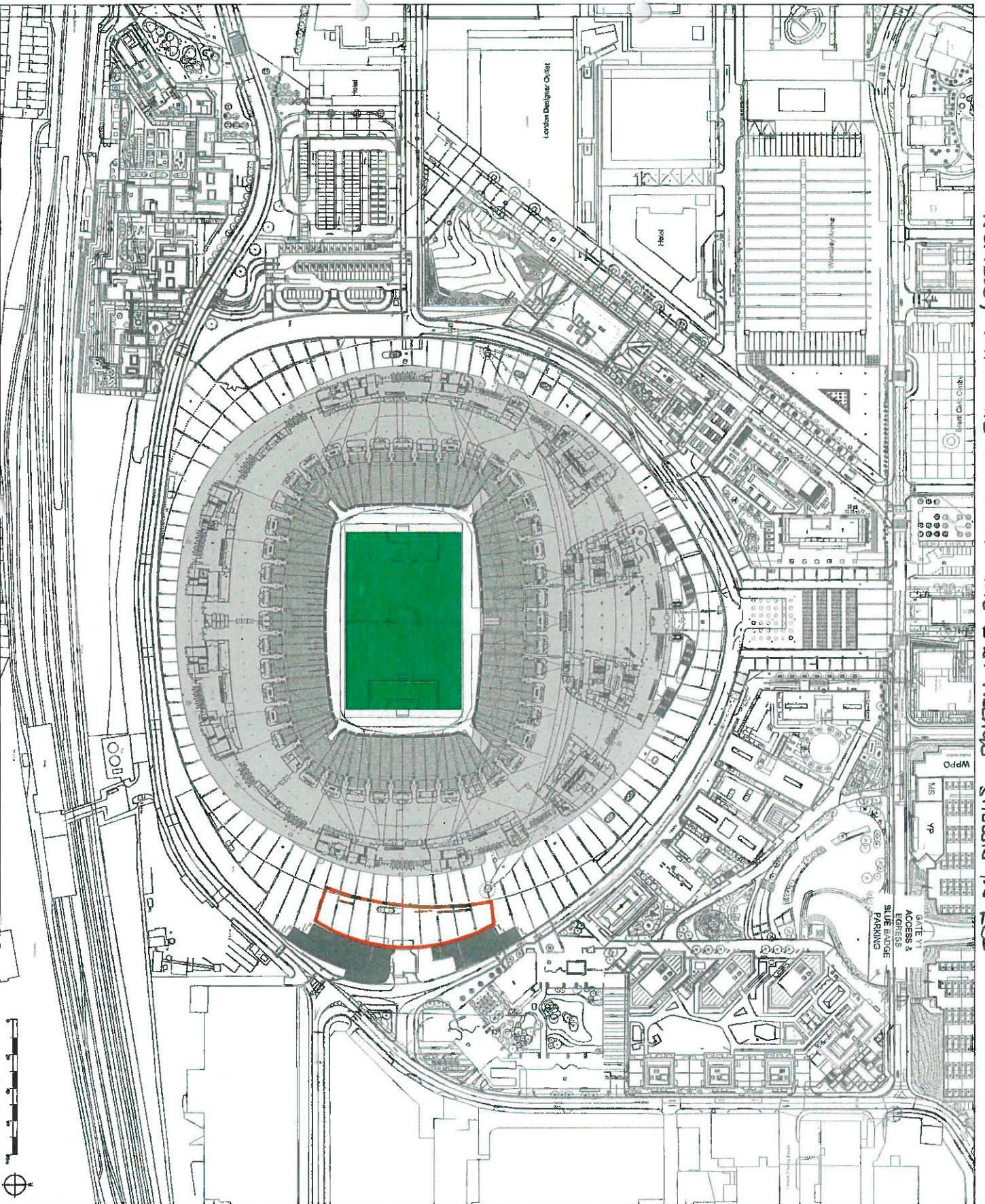
21. In the event of any conflict between the GSC or SSC relating to Wembley National Stadium (and encapsulating the Village) applicable to a Stadium Event, and the application of these conditions, compliance with the terms of the GSC/SSC will be paramount and such compliance will not amount to breach of this licence.

⁷ I.e. categorisation is consistent with The Baroness Casey Review of December 2021 into events surrounding UEFA Euro 2020 Final at Wembley National Stadium and having been categorized with a risk category of 'C IR' (or equivalent).

-
22. For the avoidance of any doubt, there will be no breach of the above conditions where the Premises Licence Holder; its DPS and/or Wembley Management have complied with the requirements of this licence through compliance with Wembley Stadium's Premises Licence Conditions (and its GSC/SSC) and that compliance related to the Stadium's operations (inclusive of the Village) on a Stadium Event Day.

SED/FOO10/10 Updated conditions 4 August 2022

WEMBLEY NATIONAL STADIUM: THE EAST VILLAGE SHOWN IN RED



(A)
The drawing is for the proposed development of the East Village area of Wembley National Stadium. It is a site plan showing the layout of the proposed development, including the proposed roads, footpaths, and other infrastructure. The drawing is for the proposed development of the East Village area of Wembley National Stadium. It is a site plan showing the layout of the proposed development, including the proposed roads, footpaths, and other infrastructure.

East Village - Proposed
licensed area location

26

WOODARCHITECTS

WMSL

East Village - Proposed License Area

Proposed Location

For Review

1:1000 @ A1: 1200 @ A3

1916-117-WDC-EV-01-DR-A-001

THE EAST VILLAGE

PROPOSED LICENSED PREMISES

- NOTES:
1. ALL DIMENSION IN METRES
 2. DO NOT SCALE FROM THIS DRAWING
 3. LAYOUT INDICATIVE ONLY

KEY:

- BAR
- MERCHANDISE
- HAVE A GO AREA
- ACTIVATION CONTAINER
- TOILETS
- ACCESSIBLE TOILETS (A2)
- CROWD BARRIER
- 3m HIGH FENCE IN-A-BAG
- 1.1m HIGH FENCE IN-A-BAG

REV	DATE	DESCRIPTION	DESIGNER	CHK	APP
P0	02/08/22	ORIGINAL ISSUE	JIC	OGF	

steer

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CLIENT:

THE FA

PROJECT TITLE:

WEMBLEY STADIUM

DRAWING TITLE:

EASTERN CONCOURSE
UNION BAR LAYOUT

STATUS:

WORK IN PROGRESS

SHEET:

A3

Scale:

1:200

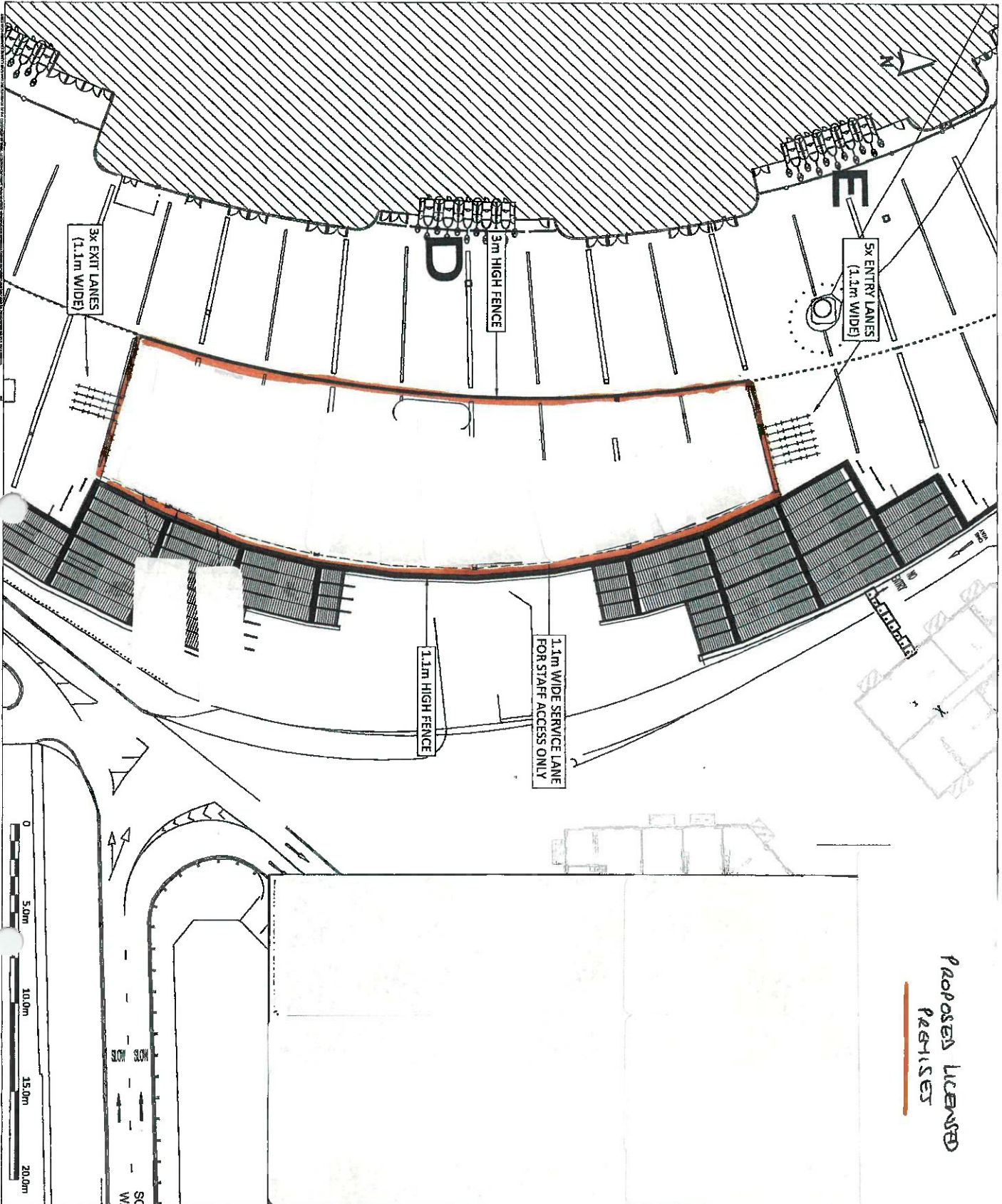
Subsidiary:

50

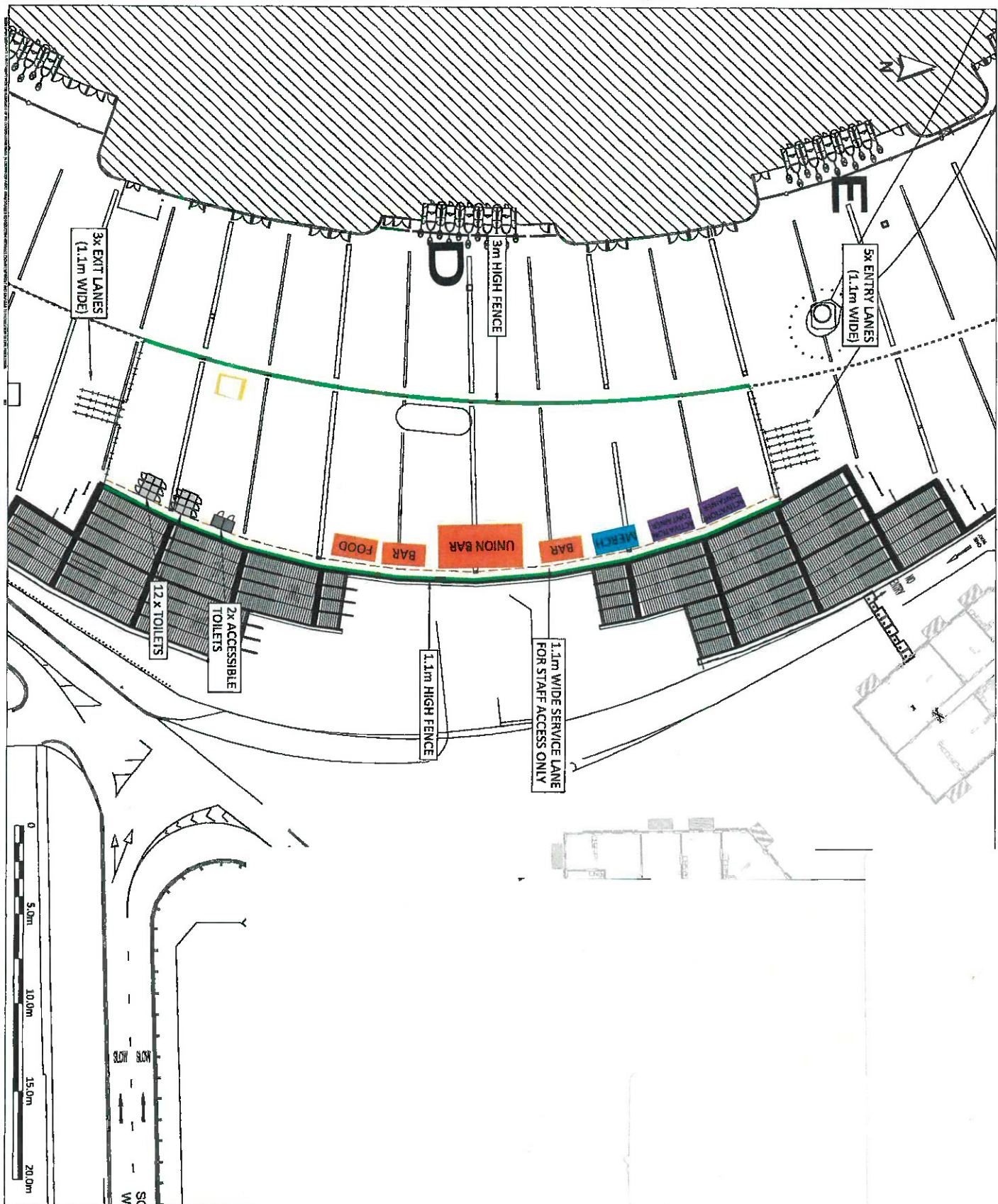
Rev:

P0

Drawing No: 23271407-STFA-GEN-XXX-SK-D-01201



TYPICAL INTERNAL LAYOUT - ILLUSTRATIVE ONLY - EVENT DEPENDENT, SUBJECT TO CHANGE



- NOTES:
1. ALL DIMENSION IN METRES
 2. DO NOT SCALE FROM THIS DRAWING
 3. LAYOUT INDICATIVE ONLY

- KEY:
- BAR
 - MERCHANDISE
 - HAVE A GO AREA / STAGE
 - ACTIVATION CONTAINER
 - TOILETS
 - ACCESSIBLE TOILETS (AZ)
 - CROWD BARRIER
 - 3m HIGH FENCE IN-A-BAG
 - 1.1m HIGH FENCE IN-A-BAG

REV	DATE	DESCRIPTION	JTC	CSF	DES	CHK	APP
P0	02/08/22	ORIGINAL ISSUE					

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THE FA

Project Title: WEMBLEY STADIUM

Drawing Title:

EASTERN CONCOURSE
UNION BAR LAYOUT

Status:

WORK IN PROGRESS

Sheet:

A3

Scale:

1:200

Subsidiary:

50

Rev:

P0

Drawing No:

23271407-STR-GEN-XXX-SK-D-01201