

## London Borough of Brent

### Premises Licence

#### Part A

*This Premises Licence was granted by Brent Council, Licensing Authority for the area of the Borough of Brent under the Licensing Act 2003*

**Original grant date: 01 August 2017**  
**Current issue date: 10 February 2022**



Authorised signatory

**Premises licence number: 223724255**

#### **Part 1 – Premises Details**

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

**OVO Arena**  
**Engineers Way, Wembley, Brent, HA9 0AA**

Where the licence is time limited the dates

Licensable activities authorised by the licence

**Section A: Plays**  
**Section B: Films**  
**Section C: Indoor sporting events**  
**Section D: Boxing or wrestling entertainment**

**Section E: Live music**  
**Section F: Recorded music**  
**Section G: Performances of dance**  
**Section H: Anything of a similar description to that falling within (E), (F) or (G)**  
**Section I: Provision of late night refreshment: Indoors**  
**Section J: Sale of alcohol: Both**

The times the licence authorises the carrying out of licensable activities

<b>Section A: Plays</b>		
<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

<b>Section B: Films</b>		
<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

<b>Section C: Indoor sporting events</b>		
<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

<b>Section D: Boxing or wrestling entertainment</b>		
<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00

Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

**Section E: Live music**

<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

**Section F: Recorded music**

<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

Please see attached

**Section G: Performances of dance**

<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

Please see attached

**Section H: Anything of a similar description to that falling within (E), (F) or (G)**

<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

**Section I: Provision of Late Night Refreshments:Indoors**

<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	23:00	05:00
Tuesday	23:00	05:00
Wednesday	23:00	05:00
Thursday	23:00	05:00
Friday	23:00	05:00
Saturday	23:00	05:00
Sunday	23:00	05:00

**Section J: Sale or Supply of Alcohol: Both**

<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

The opening hours of the premises

<b>Day</b>	<b>Start Time</b>	<b>End Time</b>
Monday	00:01	00:00
Tuesday	00:01	00:00
Wednesday	00:01	00:00
Thursday	00:01	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

**Both**

**Part 2**

Name, (registered) address, telephone number and email (where relevant) of holder of the premises licence

**AEG Facilities (UK) Ltd**  
**Manchester Arena Hunts Bank, Manchester, M3 1AR**  
**020 8782 5642**

[REDACTED]

Registered number of holder, for example company number, charity number (where applicable)

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

**Mr John Drury**  
[REDACTED]

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

**Licence Number:** [REDACTED]  
**Issuing authority:** [REDACTED]

## **Annex 1 – Mandatory conditions**

### **No Irresponsible Drinks Promotions**

(1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

1. (a) games or other activities which require or encourage,

or are designed to require or encourage, individuals to— (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or (ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

### **Free Water**

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

### **Age Verification Policy**

(1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or

(b) an ultraviolet feature.

### **Small Measures to be Available**

The responsible person must ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available

### **Minimum Price of Alcohol**

**1.** A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

**2.** For the purposes of the condition set out in paragraph 1—

(a)—duty|| is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b)—permitted price|| is the price found by applying the formula—

$$P = D + (D \times V)$$

where—

(i) P is the permitted price,

(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c)—relevant person|| means, in relation to premises in respect of which there is in force a premises licence—

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) —relevant person|| means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e)—valued added tax|| means value added tax charged in accordance with the Value Added Tax Act 1994.

3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

4.(1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day (—the first day||) would be different from the permitted price on the next day (—the second day||) as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

#### **Requirement for a DPS**

(1) No supply of alcohol may be made under the premises licence-

(a) at a time when there is no designated premises supervisor in respect of the premises licence, or

(b) at a time when the designated premises supervisor does not hold a personal licence or their personal licence is suspended.

(2) Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

#### **Door Supervisors and Security Staff to be Licensed by the SIA (when required)**

Where the licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each individual must be licensed by the Security Industry Authority, with the following exceptions:

a) premises where the premises licence authorises plays or films

b) any occasion mentioned in paragraph 8(3)(b) or (c) of Schedule 2 to the Private Security Industry Act 2001 (premises being used exclusively by a club with a club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or

c) any occasion within paragraph 8(3)(d) of Schedule 2 to the Private Security Industry Act 2001

#### **Film Classification When required**

(i) The admission of children to the exhibition of any film must be restricted in accordance with the recommendation of the designated film classification body unless section (ii) applies.

(ii) Where the licensing authority notifies the holder of the licence that this subsection applies the admission of children must be restricted in accordance with any recommendation made by the licensing authority.

In this section-

"children" means persons aged under 18; and

"film classification body" means the person or persons designated as the authority

under section 4 of the Video Recordings Act 1984 (c. 39) (authority to determine suitability of video works for classification).

## **Annex 2 – Conditions consistent with the operating schedule**

1 The Premises Licence Holder (acting by the DPS or his nominated deputy) will invite the Police, Health and Safety and

Licensing Authority Officer ("the Authorities") on a bi-monthly basis to a meeting to discuss forthcoming Events at the Arena and any issues relating to the licensing objectives and will provide them with a copy of any relevant risk assessments a minimum of 10 working days before the Event. In exceptional circumstances, (for example where strenuous efforts to obtain the necessary information from the promoters have been made but the promoters have been tardy in providing such information to the Premises Licence Holder, or where the event is a last-minute booking), the Authorities will accept a reduction in this timescale.

2 The Premises Licence Holder (acting by the DPS or his nominated deputy) will ensure that a copy of any Event Synopsis issued pursuant to the Operations Manual in relation to an Event at the Arena, is sent to the Authorities for their consideration a minimum of 10 working days before the Event. In exceptional circumstances, (some examples of which are given in condition 1), the Authorities will accept a reduction in this timescale.

3 The Premises Licence Holder (acting by the DPS or nominated deputy) shall follow the recommendations where applicable, in the publications set out in this condition (and any updated versions, where appropriate), in relation to Events, so far as it is reasonably practicable and appropriate to do so.

- a. The Purple Guide to Health, Safety and Welfare at Music and Other
- b. The "A" Guide issued by the National Arenas Association
- c. Managing Crowds Safely (2nd edition, 2000) ISBN 978 0 7176 1834
- d. Risk assessment: A brief guide to controlling risks in the workplace (2014 and Case Studies on Risk Management
- e. 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;
- f. BS 9999: 2017 (Fire safety in the design, management and use of buildings. Code of practice);
- g. BS 5839 (fire detection, fire alarm systems and buildings) and
- h. BS 5266 (emergency lighting systems);
- i. Crowded Places Guidance June 2017
- j. BS 13200 (Spectator Facilities).The CCTV system shall be capable of obtaining clear facial recognition images and a clear head and shoulder image of every person entering or leaving the premises.

4 The Premises Licence Holder (acting by its DPS, nominated deputy and operational staff) shall ensure that:

- a. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
- b. The socket outlets (or other power supplies used for DJ equipment, band equipment and other portable equipment) that are accessible to performers, staff or the public shall be suitably protected by a residual current device (RCD having a rated residual operating current not exceeding 30 milliamps).
- c. Where chairs and tables are provided, internal gangways are kept unobstructed.
- d. Temporary electrical wiring and distribution systems are not provided by it without notification to the licensing authority at least 10 days before commencement of the work and/or prior inspection by a suitable qualified electrician. In exceptional circumstances, (some examples of which are given in condition 1), the Authorities will accept a reduction in this timescale.

5 The maximum number of persons permitted on the Premises (not including staff) shall not exceed the maximum arena bowl seating capacity plus standing capacity (subject always to risk assessment) based on calculations of .3/.4/.5 m<sup>2</sup> average, for the Arena floor.

6 The Premises Licence Holder (acting by the DPS or his nominated deputy) agree that when an Event is planned at the Premises to run after 24:00 (00:00), it will give specific consideration during its planning process as to whether a time should be specified after which entry or re-entry to the Event will not be permitted.

7 There shall be a minimum of 1:200 stewards at Events to assist patrons generally and to assist in the promotion of the Licensing Objectives. In addition any member of staff who is carrying out a security role shall be SIA licensed by that Authority and shall wear clothing that can be clearly and easily identified on CCTV. The number of SIA licensed staff will be between 3 and 81 depending on (amongst other factors) the nature of the Event; demographics; capacities and/or event intelligence. A risk assessment must be carried out prior to every Event in order to determine this and shall be made available to the Police and authorised officers from Brent Council upon request. The risk assessment shall be kept for a

minimum period of 12 months post Event but may then be destroyed at the Premises Licence Holder"s choice.

8 The Noise Council Code of Practice for Environmental Noise Monitoring at Concerts is to be used for target levels at existing noise sensitive premises.

9 The Noise Council Code of Practice for Environmental Noise Monitoring at Concerts is to be used for target levels at existing noise sensitive premises.

10 Reasonable efforts should be made by the Premises Licence Holder (DPS, nominated deputy and its staff) to ensure that engines of vehicles loading in and out of the service yard are switched off whilst waiting to enter the covered service yard, to minimise disturbance to nearby residents in compliance with the Operations Manual guidelines.

11 Sound measurements of a minimum of the following basic measurements LAeq and LAmax levels should be taken in the Auditorium over 15 minute periods throughout the entire Event. This information should be made available to Environmental Health upon request within a reasonable period of time.

12 No noise from entertainment to be audible in the nearest existing noise sensitive premises after 23:00.

13 Internal noise conditions will be imposed by the Premises Licence Holder (acting by the DPS or nominated deputy) and Environmental Health should be informed of the levels set.

14 Any member of staff who is carrying out a licensable role (under the Private Security Act) shall be SIA licensed by that Authority and shall wear clothing that can be clearly and easily identified on CCTV.

15 A register/log containing the names, badge number, dates & times of duty of security staff and any incidents that occur shall be kept and made available to the Police and Licensing Authority.

16 Notices summarising the licensee"s policy on admission and searching shall be placed at each entrance.

17 Notices clearly explaining the licensee"s drugs and weapons policy shall be displayed at the entrance and at suitable places throughout the premises.

18 Toilets accessible to the public shall be checked every one hour for the use of drugs and other illegal activities.

19 A toilet check list shall be displayed on the wall in all toilets accessible by the public. Staff shall use these checklists to record their name and certify the time of the check. Checklists are to be replaced daily and old checklists must be retained (for a month post Event) and made available for inspection by the Police and authorised officers from Brent Council (if requested within that month"s period).

20 Customers shall not be permitted to take open glass containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

21 CCTV (of current Home Office Guidance standards) shall be maintained in a good working condition and recordings shall be kept for 31 days and shall be made available to Police and authorised Officers from Brent Council. This must comply with the Data Protection Act including signage.

22 CCTV cameras shall cover each of the entrances of the premises and shall operate on the concourses (to cover the bars).

23 The locks and flush latches on the exit doors shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.

24 Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

25 A telephone complaints line and customer services email address are to operate so that anyone who feels unduly disturbed by the noise can register a complaint.

26 The Premises Licence Holder (acting by the DPS or nominated deputy and/or by its Catering Management) shall adopt and operate a "Challenge 25" policy at all times.

27 Any staff directly involved in selling alcohol for retail to consumers and staff who provide training (including managers) shall undergo regular training relating to the responsible sale of alcohol (including the basic tenets of the Licensing Act 2003) at least every 12 months. The training shall be documented and signed off by the member of staff receiving the training. This training log shall be regularly reviewed by the DPS and shall be kept on the premises and be made available for inspection by police and relevant authorities upon request.

28 An incident/control log shall be kept at the premises, and made available for inspection on request to an authorised

officer of Brent Council or the Police, which will record the following:

- a. all crimes reported to the venue
- b. all ejections of patrons;
- c. any complaints received;
- d. any incidents of disorder
- e. all seizures of drugs or offensive weapons
- f. any faults in the CCTV system or searching equipment or scanning equipment
- g. any refusal of the sale of alcohol any visit by a relevant authority or emergency service

29 A personal licence holder shall be present on the premises and supervise the sale of alcohol throughout the permitted hours for the sale of alcohol.

30 A copy of the Premises Licence Summary including the hours which the licensable activities are permitted shall be visible from outside of the main entrance to the Premises so that members of the public passing by can read it.

### **Annex 3 – Conditions attached after a hearing by the licensing authority**

Annex 4 – Plans

See attached