

Proposed Annex Two Licence Conditions
Barham Park Navrate
(Time limited premises licence – Thursday 3 October 2024 - Saturday 12
October 2024)

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 shall consider, or a 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) or 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 final EMP.
4. The finalised EMP and other supporting documents shall be submitted to BSAG at least 14 days before the event start date.
5. No permitted licensable activities can take place should the event be ultimately refused by BSAG.
6. 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.
7. The maximum number of attendees (excluding authorised staff members) present at any given time during the event shall not exceed 1300 persons;
8. Tickets must be obtained through a legitimate website or authorised online provider. The number of tickets allocated to the event must not exceed 1300 in total.
9. No entry shall be permitted to attendees unless a valid ticket is produced upon ingress to the designated premises licence event area..
10. All patrons shall be issued a wristband which must be worn at all times whilst inside the designated premises licence event area.

The Prevention of Crime and Disorder

11. There shall be no alcohol sold or consumed within the designated premises licence event area.
12. Attendees shall not be permitted to bring any form of glassware onto the site.

13. Any drinks sold shall be provided in polycarbonate, aluminium can or similar non glass drinking vessels.
14. There shall be a minimum of 6 SIA staff members present throughout each event day. This number will be assessed and increased if deemed necessary by either the premises licence holder or upon recommendation by BSAG.
15. There shall be a minimum of 2 SIA staff members at the entrance, with further four patrolling the event area. This number will be assessed and increased if deemed necessary by either the premises licence holder or upon recommendation by BSAG.
16. There shall be at least 3 stewards patrolling the premises licence event area. This number will be assessed and increased if deemed necessary by either the premises licence holder or upon recommendation by BSAG.
17. SIA security staff conduct searches of attendees upon entry to the premises (including re-entry) in line with the security requirements set out within the finalised EMP. Ticket conditions and website information shall indicate that searching might be undertaken. Signage shall be displayed at all entrances indicating searches might take place.
18. SIA security staff shall undertake a check using metal wand of attendees in line with the security requirements set out within the finalised EMP.
19. There shall be no admittance (or re-admittance) to the premises after 22:00.

Public Safety

20. Valid public liability insurance shall be in place during the event days.
21. All electrical equipment shall be checked and approved by a certified electrician to ensure that they are safe.
22. Heras fencing shall be installed around the perimeter of the premises licence area.
23. There shall be at least 2 emergency exits within the premises licence area.
24. The entrance/exit point (including evacuation points) shall be clear, obvious and remain unobstructed to ensure safe ingress and egress for attendees and staff.
25. In the case of an emergency evacuation, stewards and security shall assist the attendees in leaving the premises in a safe manner. The evacuation procedure shall also be announced on the PA system.
26. During off hours security patrols shall be undertaken every hour to ensure the integrity of the event perimeter and to monitor for any changes in conditions which may affect the event.

27. Prior to the event opening each day security shall undertake a sweep of the premises licence event area. Such checks shall be recorded and logged, and the designated Security Manager shall confirm that the event is safe to open to the public.
28. Any stage, marquee or other temporary structure erected on the site shall not be used unless the licence holder can ensure that it complies with the relevant legal safety standards.
29. An incident log shall be kept and maintained at the premises which will record the following:
 - a. Any incidents of disorder or of a violent or anti-social nature.
 - b. Any accidents or medical incidents.
 - c. All crimes reported to the event staff, or by the event staff to the police.
 - d. All ejections of attendees.
 - e. Any complaints received.
 - f. Seizures of drugs or offensive weapons.
 - g. Any visits by Brent Council or emergency service.
30. The incident log shall be made available to an authorised officer of Brent Council, or the Police.
31. There shall be at least two Level 3 or 4 qualified First Response Emergency Care (FREC) on site between 19:00 - 00:00 for each day of the event.
32. The medical tent shall be clearly signed posted and the location shall be made obvious to all attendees.
33. A fire safety risk assessment will be undertaken by the premises licence holder and provided to BSAG.

The Prevention of Public Nuisance

34. Ingress and egress notwithstanding, all doors shall remain shut to the marquee during any regulated entertainment.
35. Amplified music shall not be permitted in the external areas.
36. In the interests of maintaining good relationships with the local community, liaison with local residents will be arranged prior to the event.
37. The premises licence holder shall make available and publish an up-to-date telephone number for residents to make contact if there are any issues relating to noise. Any noise complaints from local residents shall be directed to the event Operations Manager.
38. The premises licence holder shall comply with all the requirements of any agreed noise management plan.

39. Clear legible notices are to 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.
40. The premises licence shall undertake a waste management plan and provide bins to be situated throughout the premises licence area.

The Protection of Children from Harm

41. 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.
42. All security staff and volunteer marshals will be informed of their responsibility in respect of this policy.
43. Children under the age of 12 shall not be permitted in the event. Children under the age of 16 shall not be permitted to enter the event without an accompanying responsible adult.