



**METROPOLITAN
POLICE**

Working together for a safer London

TERRITORIAL POLICING

Victoria Hazell
On behalf of
Magic Sound Ltd

Your Ref: 33756

Our ref: 01QK/861/24/3703NW

NW BCU Licensing Department - Brent

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Date: Wednesday 8th January 2025

Police representations to the application for a new Premises Licence for 'MIK Festival, Northwick Park, The Fairway, Brent, HA0 3TQ

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 Council's Licensing Objectives 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 Stephen Hicks
Licensing Constable 3703NW

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.

The application has been made for a new premises licence 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

This is for a 2 day open air concert/festival this year for up to 15,250 people. The licence application is also asking for up to 6 days every year from 2026 with no single event exceeding 3 days, this years event is currently set for 7th-8th June pending appropriate authorisations.

The events from 2026 onwards may exceed this capacity with each event requiring a capacity assessment but not exceeding 19,999 persons

The events will be for music concerts/festivals

The applicant wishes to operate

Fri – Sun 1100 – 2230

Personal License Holder

The sale of alcohol to drunken people and children is a major concern to Police and highlighted in the governments Alcohol Harm Reduction Strategy. Those who sell or provide alcohol should be fully aware of the legislation and issues around alcohol and should be fully trained to a national standard.

Closed Circuit Television (CCTV)

Good quality CCTV is a basic requirement to help deter and detect criminal activity for all reputable license holders. Therefore a decent quality CCTV system is an essential tool and should be installed and maintained in accordance with Home Office Guidance. The system should be fully operational during the hours of business, with a member of staff present who can operate and if required download footage upon request of the police or other recognised authority.

Notices should also be displayed advertising the presence of the CCTV to help promote a secure and safe working environment.

Police Representations

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

GENERAL

Planning of the Events

Each year the following conditions apply.

1. Notice of the proposed event days, for that year, will be provided by the Premises Licence Holder to the Licensing Authority and the Responsible Authorities no less than four months in advance of the first event day or such shorter period as may be agreed by the Licensing Authority.
2. The Event Management Plan shall be submitted to the Safety Advisory Group in a draft, working document form, no later than 3 months prior to the date of the first event day. The Event Management Plan shall comprise, but not be limited to:

- Event Management Structure
 - Event Risk Assessment
 - Site Plan
 - Construction Phase Plan, Risk Assessments & Method Statements
 - Fire Risk Assessment
 - Major Incident Plan (including counter terrorism measures)
 - Security & Crowd Management Plan
 - Medical Risk Assessment and Plan
 - Adverse Weather Plan
 - Children & Vulnerable Adults Safeguarding Policy
 - Transport Plan
 - Alcohol Management Plan
 - Waste Management Plan
 - Health & Safety Policy
 - Alcohol and Drug Use Policy
 - Coronavirus Risk Assessments & Controls (as required)
3. The Premises Licence Holder shall liaise with the Safety Advisory Group to scrutinise plans for the management of the events authorised by this Premises Licence.
 4. A final version of the Event Management Plan will be submitted to the Safety Advisory Group no later than 28 days before the first event day. Any significant changes to the final version of the Event Management Plan in the 31 days before the event shall be proposed to the Licensing Authority, in consultation with the Responsible Authorities.
 5. A list of performers will be provided to the Metropolitan Police 3 months in advance in order for suitable risk assessments to be conducted

Management of the Event

6. The Premises Licence Holder will appoint an Event Manager who will lead an Event Management Team. The Event Management Structure will set out the responsibilities of the Event Management Team and be included in the Event Management Plan.
7. Throughout an event, the Premises Licence Holder shall establish both an Event Control and an Event Liaison Team to operate during events, made up of representatives of the Event Management Team and representatives from or nominated by the Safety Advisory Group.
8. The Premises Licence Holder will have overall responsibility to implement the Event Management Plan during the operation of the event. The Event Manager will manage the operation of the event in accordance with the Event Management Plan with the involvement of the Event Liaison Team. Any changes to the Event Management Plan during the event shall be made with the consent of the Event Liaison Team and the Licensing Authority and Responsible Authorities shall be notified within 48 hours.

9. The Premises Licence Holder will implement the final Event Management Plan for each event.
10. The Premises Licence Holder will organise a debrief of the event to take place with the Licensing Authority and Responsible Authorities, meeting within three months of the date of the last event of each year.

Engagement with Residents and Businesses

11. Each year, the Premises Licence Holder will commit to engagement with key stakeholders to Northwick Park, residents and local businesses. A website will provide specific information for local residents and businesses including contact details.

THE PREVENTION OF CRIME AND DISORDER

12. During events, the Metropolitan Police Service will be notified at the earliest opportunity in the case of any incidents of serious crime and disorder where an intervention is required to maintain wider public safety.

Security Planning

13. CCTV shall be installed to Home Office Guidance standards and 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 upon request.
14. CCTV camera shall be installed to cover all the entrances and exits of the premises including the loading bay area (if there is one).
15. A member of staff trained in the use of the CCTV system shall be available at the premise at all times that the premises are open for trading.
16. The CCTV system shall display on any recordings the correct date and time of the recording.
17. 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.
18. Suitable and experienced security and crowd management contractors will be appointed. The appointed contractor will hold relevant industry accreditation. The appointed contractors will be required to prepare a Security & Crowd Management Plan accompanied by appropriate risk assessments and method statements which will be included in the Event Management Plan.

19. A Security & Crowd Management Plan will contain measures as follows:

- To deter and prevent crime and disorder
- To detail the security arrangements to keep attendees, staff, performers safe and secure
- To detail the security arrangements for protecting assets within the premises including infrastructure, stages, equipment, etc.
- To detail the security arrangements to prevent unauthorised access to the premises
- To detail the procedures for managing exclusion and eviction from the premises
- To set out procedures for managing incidents of disorder and antisocial behaviour

20. All staff appointed by the Crowd Management & Security contractor to work on the event will have relevant qualification and experience. The contractor will be required to provide details of all staff deployed on the event.

Security Operation

21. Security personnel will be present throughout the event and during the build and break of the event site. All security and stewarding staff will receive a briefing from the appointed Security & Crowd Manager prior to each event. All security and stewarding staff will be easily identifiable in high vis jackets.

22. Security staff will be deployed in sufficient numbers and in an appropriate mix of genders for each event based on an assessment of attendance. Deployment schedules for full, medium and low capacity events will be agreed with the Metropolitan Police Service 14 days before the start of the first event and included in the Event Management Plan.

23. Entry to the premises for the event will be managed by SIA staff employed by the security contractor. Security staff will be briefed on the entry conditions and any relevant policies or procedures for each event including any event specific requirements.

24. Entry conditions will be notified to patrons on the event website and shall be displayed outside of the premises which can be seen on entry. Information regarding searching policies and Challenge 25 shall also be displayed at entry points into the premises.

25. An incident reporting and recording procedure will be in place, details will be included within the Event Management Plan. All entry refusals and evictions will be recorded by Event Control. A copy of the Event Control log and an Incident Log will be maintained and made available for inspection by the Licensing Authority or an authorised officer of the Metropolitan Police Service on reasonable request.

Searching on Access to the Premises

26. Patrons, staff and contractors will be liable to be searched on entry to the premises in accordance with the search policy and procedure in the Event Management Plan.

27. All relevant security staff will be briefed on the search procedures prior to each event. The briefing will include details of the conditions of entry and prohibited items.
28. Amnesty bins will be provided at entrances. Items surrendered or confiscated will be held by the Security & Crowd Manager in accordance with procedures agreed with the Metropolitan Police. Disposal will follow procedures agreed with the Metropolitan Police. A log will be maintained of confiscations, seizures and disposals. It will be maintained by the Security & Crowd Manager and be made available inspection by the Licensing Authority and Metropolitan Police on reasonable request.

Prohibited Items

29. The Premises Licence Holder will agree a list of prohibited items that cannot be brought into the premises with the Licensing Authorities and Responsible Authorities via Safety Advisory Group meetings.
30. Details of prohibited items will be included in the Conditions of Entry to the event, which will be available on the events website and will be clearly displayed at all entry points.
31. Patrons will not be allowed to bring glass bottles or open bottles into the licenced premises.

Controlling Access Within the Premises

32. A system of secure ticketing and accreditation will be in place. Only patrons in possession of a valid ticket will be allowed access to the premises. Access points will be controlled by registered Security Industry Association staff employed by the security contractor.
33. No On Day ticket sales to be sold throughout the events
34. Staff, contractors, volunteers, visitors, artists and guests will be required to wear a form of secure accreditation within the premises. Access by accreditation will be the responsibility of the Premises Licence Holder. Accreditation will designate access to restricted areas within the premises.

Effective Communication

35. The Premises Licence Holder will ensure there is an effective means of two-way communication in place. This may include but not be limited to mobile phones, two-way radios and other wireless and wired communications systems. General event communication will be managed by Event Control.

Reducing the Risk & Harm From Drugs

36. A drugs policy will be included within the Event Management Plan. Illegal drugs and psychoactive substances will be prohibited items. Possession for personal use or supply

may result in refusal of admission to or ejection from the premises and a report to the Metropolitan Police. Suspected possession for supply will be reported to the Metropolitan Police.

37. Anyone under the influence of illegal drugs or psychoactive substances who is vulnerable will be managed through the process set out in the Children & Vulnerable Adults Policy included within the Event Management Plan.

Bar and Alcohol Management

38. The Premises Licence Holder will operate a Challenge 25 policy. Bar staff will require a valid proof of ID from any patron seeking to make a purchase of alcohol for themselves or anyone else appearing to be under 25. The only acceptable forms of identification are recognised photographic identification cards such as a driving licence, passport or proof of age card with the PASS hologram. If a person seeking alcohol is unable to produce an acceptable form of identification no sale or supply of alcohol shall be made to or for that person.
39. Each bar will be managed by a Personal License Holder. All bar staff will undertake mandatory licensing training before operating at a bar. A record of this training and those attending will be kept by the appointed bar operator(s) and be made available for inspection to the Licensing Authority. All bar staff shall be over 18.
40. Patrons unable to provide a valid proof of age will be refused service and a record of the refusal kept.
41. No alcohol shall be sold or supplied in glass containers anywhere within the Licensed Premises.
42. Alcohol is not to be taken outside of the event area as defined on event plans

Counter Terrorism Measures

43. The Premises Licence Holder recognises the risk from acts of terrorism and will liaise with the Safety Advisory Group and the Metropolitan Police to assess risk and put in place reasonable and proportionate measures to reduce risk. Risk assessments, measures and plans in the event of a major incident will be included in the Event Management Plan.

PUBLIC SAFETY

Health and Safety

44. A suitably experienced and qualified Health and Safety Consultant will be appointed. The Health and Safety Consultant will undertake risk assessments and produce appropriate method statements that will be included within the Event Management Plan.

45. The Health and Safety Consultant will review the Event Management Plan including all the associated appendices and annexes and the risk assessments and method statements of suppliers and contractors and make recommendations to the Premises Licence Holder regarding any additions and amendments.
46. The Health and Safety Consultant will attend site during the build and break of the event. It will monitor and assess the implementation of safe working practices and method statements. It will advise the site management and production team on any changes or improvements.
47. The Health and Safety Consultant will attend the event as appropriate and be a member of the Event Liaison Team. It will provide advice and guidance to the Premises Licence Holder on the operation of the event relating to the health and safety of patrons, guests, staff, contractors, traders and artists.

Managing Crowds

48. The Security & Crowd Manager will set out details of the crowd management operation in the Security Crowd Management Plan that will be included in the Event Management Plan. The crowd management operation shall include but not be limited to:
 - Maintaining a safe environment for members of the public, staff, contractors and artists working at the event.
 - Ensuring only authorised ticket and pass holders gain access to the relevant areas.
 - Monitoring crowd movements, identify and deal promptly and effectively with any identified crowd control issues.
 - Overseeing the safe ingress and egress of the event including in the event of an incident or major incident.
49. The premises will be designed and laid out to manage the flow and movement of patrons accessing, leaving and within the premises. Infrastructure will be deployed to support the management of patrons including queues and fencing to secure areas to prevent access. Lighting will be provided to illuminate entry and exits, including emergency exits, ingress and egress routes and to facilitate safe movement within the premises. Security and stewarding staff will be deployed throughout the premises to facilitate ingress and egress routes and to facilitate safe movement within the premises.
50. Security and stewarding staff will be deployed throughout the premises to prevent access to the premises of those without valid tickets or other authorisation.

Major Incidents and Evacuation

51. A Major Incident Plan will be included within the Event Management Plan. The Major Incident Plan will be discussed and agreed with the Safety Advisory Group and will include details of coordination with the emergency services and how the premises will be evacuated to agreed rendezvous points. The Event Management Plan will contain the

contact details of those nominated by the Premises Licence Holder to manage any major incident.

52. The Major Incident Plan will include details of the access and egress routes for emergency service vehicles and personnel.

First Aid and Medical Provision

53. The Premises Licence Holder will appoint a suitably qualified and experienced medical and first aid contractor to provide services at the event. The contractor will undertake a risk assessment for the event and produce a Medical Management Plan both of which shall be included in the Event Management Plan. The medical and first aid contractor will attend the Safety Advisory Group meetings and liaise with the London Ambulance Service as required.
54. The medical and first aid contractor will position resources on site for the event that are accessible. Medical personnel will be in attendance prior to the start of the event and remain until the event has been finished and stand down has been agreed by the Event Liaison Team.
55. Records of all medical and first aid interventions and treatment provided will be maintained by the medical and first aid contractor.

Pyrotechnics and Special Effects

56. Some limited use of pyrotechnics and special effects may take place during the event. In the event these are to be used an experienced and competent contractor will be employed to undertake an assessment and manage the use of these. The contractor will be required to provide risk assessments, method statements and demonstrate compliance with all the necessary regulations and legislation and this documentation will be reviewed by the Health and Safety Consultant.
57. All details of proposed pyrotechnics will be sent to London Fire Brigade and the Licensing Authority for approval in advance of the event.
58. The Health and Safety Consultant will be in direct liaison with London Fire Brigade and the pyrotechnic contractor and will carry out an additional check once any pyrotechnics are installed to check compliance with agreed positions and the effects list.

Temporary Structures

59. The Premises Licence Holder will appoint suitably experienced and qualified suppliers and installers of temporary structures. Copies of plans and any necessary calculations will be submitted to the London Borough of Brent, including Building Control as required or requested.

60. The Site Manager and Health and Safety Consultant on behalf of the Premises Licence Holder will take all reasonable steps to ensure any temporary structures are suitable

for their intended purposes and installed in accordance with the contractor's plans. Installation and completion certificates will be provided by the relevant contractor prior to their use and copies will be held on the Site Office for inspection on request by the Licensing Authorities.

THE PREVENTION OF PUBLIC NUISANCE

Resident Information and Complaint Service

61. A dedicated resident information and complaint phone line and email service will be established. Residents and local businesses will be able to use the service to report their concerns regarding, for example but not limited to, music noise, antisocial behaviour and litter.

62. Information about how to use the service will be provided to local residents via a leaflet drop to properties within an agreed vicinity from the premises. The phone line and email service will be staffed throughout the duration of event. The email service will be staffed throughout the duration of the build and break of the event. A log will be kept of communications received via the phone and email service along with a record of any actions taken. The log will be made available for inspection by the Licensing Authority on reasonable request.

63. Notices shall be prominently displayed at all exits of the event for patrons to leave the area quietly and respect the needs of local residents and businesses.

Traffic and Transport Management

64. A Transport Plan will be included in the Event Management Plan and agreed within the Safety Advisory Group. Key transport bodies including but not limited to Transport for London and London Overground, London Buses will be consulted in advance of the event.

Managing Dispersal

65. Dispersal routes from the premises will be agreed with the Safety Advisory Group and the details included in the Event Management Plan. Exit routes will be well lit, clearly signed and stewarded where required.

66. Dispersal routes will be designed to minimise disruption to local residents. Signage will be provided asking patrons to minimise noise and disturbance. SIA security staff will be positioned as recommended by the Safety Advisory Group to reduce the risk of antisocial behaviour likely to cause nuisance or disturbance.

THE PROTECTION OF CHILDREN FROM HARM

Safeguarding of Children and Vulnerable Adults

67. A Safeguarding of Children and Vulnerable Adults Policy will be included in the Event Management Plan. All members of the Event Liaison Team will be briefed on the safeguarding measures and all operational staff will follow the procedures set out in the policy.
68. No alcohol will be served for consumption of young people under the age of 18 and a Challenge 25 policy will operate at all bars.

Welfare for Children and Vulnerable Adults

69. A welfare service will be provided for children, including lost and unaccompanied children and vulnerable adults. Welfare providers and those with significant access to children and vulnerable adults will be subject to a Disclosure and Barring check. A Lost Children policy will be included in the Event Management Plan.
70. Children under the age of 16 will be allowed access to the Licensed Premises if accompanied by a responsible adult aged 18 years or over.

Brent licensing have no objections to this venue operating with the above conditions in place.

If the above conditions are met in full, police would be able to withdraw representations.

Yours Sincerely,

PC Stephen Hicks 3703NW
NW BCU - Brent Licensing