

Proposed Annex Two Conditions
New Premises Licence Application: Roe Green Park, HA7 3PP (REF: 37000)
(Time limited: 7 March 2026 - 8 March 2026)

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, or 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 2,500 persons.
8. Tickets must be purchased either on-site from an authorised seller or via an authorised online website. The total number of tickets for each event day shall not exceed 2,500.
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 a minimum of 15 SIA staff present throughout the event day. This number shall be reviewed and increased if deemed necessary by the premises licence holder or upon recommendation by BSAG.
12. As part of the Event Management Plan (EMP), the premises licence holder shall undertake a written risk assessment to determine the deployment of SIA staff, including:

- a. The number of SIA staff stationed at the public entrance
- b. The number of SIA staff patrolling the designated event area
- c. The number of SIA staff stationed at the bar area

The minimum number of SIA staff in each area shall be documented within the EMP. These numbers shall be reviewed and increased if deemed necessary by the premises licence holder or upon recommendation by BSAG.

13. All attendees shall be subject to bag searches by SIA staff upon entry and re-entry, in accordance with the security/search provisions of the final EMP. Ticket conditions and the event website shall state that searches may be undertaken. Notices shall also be displayed at all public entrances notifying attendees of this policy.
14. The use of handheld metal detection wands shall be addressed within the final EMP. Ticket conditions, website information, and on-site notices shall clearly state that such searches may take place.
15. All SIA staff shall be equipped with radios or other communication devices.
16. In addition to SIA staff, a minimum of two managers, four supervisors, and twelve stewards shall be working at the event. These numbers shall be reviewed and increased if deemed necessary by the premises licence holder or upon recommendation by BSAG.
17. There shall be no high strength beers, lagers, and ciders above 6.0% ABV shall be sold at the event.
18. Attendees shall not be permitted to bring any items into the designated premises event area that are listed as prohibited or restricted within the EMP. All SIA staff shall be briefed on the prohibited or restricted items as set out in the EMP.
19. Any drinks sold shall be provided in polycarbonate, aluminium can or similar non glass drinking vessels.

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 permitter of the designated premises licence event area
23. There shall be at least four emergency exits within the designated premises licence event 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 SIA staff members shall assist the attendees in leaving the premises in a safe manner. The evacuation procedure shall also be announced on the PA system.
26. Prior to the event day security shall undertake a sweep of the designated 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.
27. Any stage, marquee or other temporary structure erected on the site shall not be used unless the respective Safety Manager can ensure that it complies with the relevant legal safety standards.
28. 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 or any instances where entry was refused.
 - e. Any complaints received.
 - f. Seizures of drugs or offensive weapons.
 - g. Any refused sales of alcohol.
 - h. Any visits by Brent Council or emergency service.

The incident log shall be made available to an authorised officer of Brent Council, or the Police.

29. There shall be at least four Level 5 or Level 6 qualified First Response Emergency Care (FREC) on site between 12:00 - 20:00 during the event.
30. The medical tent shall be clearly signed posted and the location shall be made obvious to all attendees.
31. All medical staff shall be equipped with radios and communication devices.
32. A fire safety risk assessment and an emergency evacuation policy shall be submitted to BSAG either as separate documents or incorporated within the final EMP.

The Prevention of Public Nuisance

33. A telephone number shall be made available to residents for complaints regarding noise. Any noise complaint received shall be logged, including the date and time of the complaint and any action taken in response
34. The premises licence holder shall comply with all the requirements of any agreed noise management plan.

35. 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.
36. 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

37. A Challenge 25 proof of age scheme shall be operated at the premises where 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. A Challenge 25 notice shall be conspicuously displayed at the point of sale.
38. Children under the age of 16 shall not be permitted to enter the event without an accompanying responsible adult.
39. 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. All SIA staff and event staff shall be informed of their responsibility in respect of this policy.