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OUR REF: 222136532

DATE: 16th June 2014

Julie Burfoot
C/o Freemantle Media
T/A Thames TV
1 Stephen Street
London
W1T 1AL

Licensing Act 2003
Application for a Premises Licence for Olympic Way, Wembley, Middlesex

Dear Julie

I refer to your application for a Licence for the above named premises. In accordance to the detail received 20th May 2014 that you submitted to us relating to the application, the Public Safety Team has assessed the proposals and makes a Representation to the Licensing Authority on the grounds of Public Safety.

Providing you and your company are willing to accept the following conditions the Public Safety Team would withdraw the Representation:-

Licence Conditions

- The maximum number of persons permitted within the barriered area on Olympic Way may only be determined once a scaled drawing of the proposed licensed area showing the barrier plan along with locations and dimensions of available exits has been submitted to the Council's Public Safety Team. The drawing shall include the proposed area dimensions and any structures that are likely to be included.
- A full barrier plan showing exits along the route shall be submitted to the Public Safety Team 21 days before the event. The barrier system should be a minimum of D Rack (Met /Police barrier) in order to protect the public in case of any crowd movement.
- Crowd loaded Mojo Barrier should be used at the front of stage area to prevent any issues resulting from crowd movement.
- A stewarding plan employing sufficient stewards is to be employed to protect the safety of the public within the barriered area and any passing public affected by the event.
- Unless otherwise approved detailed plans, management/operation schedules and risk assessments shall be submitted to the Public Safety Team at least 21 days' prior to the event. These plans shall include the following details:-
 1. Plans showing the location and layout of proposed activities.

2. Full details of temporary structures including any stages, barriers, large vision screens, Marquees or Grandstands together with certificates for structures and fire certificates for any materials.
 3. A copy of the fire risk assessment. The fire risk assessment should address all items of fire safety and be produced as a stand-alone document.
 4. A copy of the medical plan detailing all arrangements.
 5. Details of any proposed Electrical installations including cable runs, power supplies and generators.
 6. If cable ramps are required within any of the public areas these ramps must comply with Building Regulations i.e.; not steeper than 1 in 12 gradients.
 7. Details of proposed toilet facilities for the public and staff.
 8. Details of any pyrotechnics or lasers to be used
 9. Adequate fire extinguishers shall be provided to the satisfaction of the LFEPA.
- A final updated copy of the Event Safety Plan shall be issued to Brent Council Public Safety Team, at least 14 days prior to the event
 - During the preparation of the operating schedule/event safety plan the licensee shall consider the provisions of and/or follow the guidance or recommendations in, the following publications:-
 - a) The Event Safety Guide – A guide to health, safety and welfare at music and similar events (HSE 1999) ('The Purple Guide') ISBN 0 7176 2453 6
 - b) The London District Surveyors Association's 'Technical Standards for Places of Public Entertainment' ISBN 09531229 2 1
 - c) 'Temporary Demountable Structures' Guidance on procurement, design and use. (Third Edition) ISBN 978 0 901297 45 7

In order for the Public Safety Team to withdraw this representation, it will be necessary for you to **confirm in writing** that you are willing to accept the above conditions and they will then appear on the licence schedule.

The Public Safety Team will need to be advised of any change in the act, date of the proposed event and a suitable inspection time for the completed site installations prior to the event. If the nature of the proposed act changes then further safety measures may need to be imposed.

If you or your company require further clarification please do not hesitate to contact me.

Yours faithfully

Jill Nesbit
Public Safety Officer
Regulatory Services