Events Management & Car Parking Strategy

Condition 6 — Additional Sections

Prepared in response to Highway Officer comments

Venue: British Muslim Heritage Centre, College Road, Manchester M16 8BP
Applicant: British Muslim Heritage Centre (BMHC)
Operated in partnership with: MyLahore Events
Local Planning Authority: Manchester City Council
Version: 1.0 — Draft for completion
Date: 28th July 2026

To be incorporated into the venue's Events Management & Car Parking Strategy and submitted in support of the discharge of Condition 6. Highlighted fields require completion before submission.

Purpose of this document

This document sets out the additional sections required to address the matters raised by Manchester City Council's Highway Officers in respect of Condition 6 (Events Management and Car Parking Strategy). It is intended to be incorporated into the venue's existing Events Management & Car Parking Strategy. Items shown in *highlighted italics* require completion with venue-specific detail and supporting evidence before submission.

These sections are consistent with, and cross-refer to, the Travel Plan (Version 2.0), the Proposed One-Way Parking Plan (Drawing No. A1038-B-G100-P-02 Rev P1), the Marshal Deployment Plan, the Signage Plan and the Marquee Event Parking Methodology (Securivision, v1.0).

Operating structure. The British Muslim Heritage Centre (BMHC) holds the planning permission for the site. The venue is operated under the MyLahore Events brand through associated group companies: MyLahore Group Ltd holds the venue's public liability insurance, and AF Events Manchester Ltd is the events operating entity that contracts the marshalling and security services referred to below.

1. Parking, Marshalling and Enforcement Operators

On-site parking, marshalling and traffic management are delivered by appointed operators under written agreements. Two operators are engaged: Securivision Ltd (trading as Secure Vision) provides SIA-licensed security personnel and parking marshals, and Smart Parking Limited provides camera-based (ANPR) parking enforcement. Internal staff parking is managed in accordance with the Marquee Event Parking Methodology (Securivision, v1.0).

1.1 Marshalling and Security Operator — Securivision Ltd (Secure Vision)

Item	Detail
Operator	Securivision Ltd (CRN 09765004)
Contact	Noor Wahid — 0161 549 9821 — info@securivisiongroup.co.uk
Address	First Floor, 1 Talbot Road, Old Trafford, Manchester, M16 0QN
Basis of appointment	Written service agreement with AF Events Manchester Ltd (the events operating entity within the MyLahore Events group that operates the venue), commencing 01/09/2025, minimum term 18 months (Agreement v6 — attached)
Scope of duties	Provision of SIA-licensed security personnel and parking marshals — directing vehicles, traffic-flow management, one-way enforcement, permit checks, considerate-parking control, incident recording and reporting
Deployment levels	

	A minimum of one marshal per 100 guests, scaled to the size of each event
SIA licensing	Under clause B.4 of the agreement, all security personnel hold a valid SIA licence approved to work on the site (verified in the Security Training & SIA Licence Register — attached)
Liability insurance	Securivision Ltd Contractors Combined Liability policy IP25ACONT00027271501 (Movo / Convex): Public, Products & Pollution Liability £5,000,000 and Employers' Liability £10,000,000; renewal 06/09/2026 (schedule attached)
Incident-reporting process	Incidents logged during the event and captured in the post-event report; reviewed by the Community Monitoring Group

1.2 Parking Camera / Enforcement Operator — Smart Parking Limited

Item	Detail
Operator	Smart Parking Limited (company number SC138255) — camera-based (ANPR) car-park management and enforcement
Registered office	5 South Inch Business Centre, Shore Road, Perth, PH2 8BW
Contact	Emma Moulsdale — Senior National Accounts & Business Development Manager
Basis of appointment	Car-park management agreement between Smart Parking Limited and British Muslim Heritage Centre, dated 23 April 2025, operated under the BPA Approved Operator Scheme Code of Practice (agreement attached)
Role	ANPR camera parking enforcement across the site, supporting considerate parking and deterring unauthorised or obstructive parking

1.3 Venue Public Liability Insurance

QBE UK Limited — policy Y154969QBE0124A — £5,000,000 any one occurrence, with a £5,000,000 excess layer (CNA Insurance Company Limited, policy ETXS/9738056); cover to 21 June 2027. Policyholder: MyLahore Group Ltd, which forms part of the MyLahore Events management structure that operates the venue; the cover therefore applies to the events operation at the venue. Evidence: Verlingue Ltd broker letter dated 25 June 2026 (attached).

1.4 Internal Staff Parking Methodology and Enforcement

Internal staff, contractor and volunteer parking is managed in accordance with the Marquee Event Parking Methodology (Securivision, v1.0), which sets out permit control, parking zones, arrival procedures, marshalling and emergency access. In addition to permit verification, unauthorised vehicles will be refused entry or instructed to leave the site immediately, and all parking incidents are recorded in the Event Log.

Evidence attached: Securivision service agreement (Agreement v6, dated 01/09/2025); Securivision Contractors Combined Liability schedule (PL £5m + EL £10m); Smart Parking Limited car-park management agreement with BMHC (dated 23 April 2025); venue public liability broker letter (Verlingue); the Marquee Event Parking Methodology (Securivision, v1.0); and the completed Security Training & SIA Licence Register.

2. Verification of Security Staff Training

All security personnel provided by Securivision Ltd hold a valid SIA licence approved to work on the site, as required under clause B.4 of the service agreement. This is evidenced by the completed Security Training & SIA Licence Verification Register (Section 2), which records each officer's SIA licence number, type, expiry date, induction date and training status, and is signed off by the Head of Security / SIA Lead and the Venue Operations Manager.

Copies of SIA licences, induction records and training records for all security personnel are retained by the Venue Operations Manager and made available to Manchester City Council upon request. Before deployment under this strategy, verification of the relevant SIA licences, traffic-management briefing and event-specific training will be submitted to Manchester City Council for written approval. Updated verification will also be provided where personnel or contractors change.

Evidence attached: completed Security Training & SIA Licence Register; Securivision Contractors Combined Liability schedule (PL £5m + EL £10m). Induction and training records retained by the Venue Operations Manager and available on request.

3. One-Way Circulation System — Active Enforcement

The venue operates a one-way vehicle circulation system in accordance with the approved Proposed One-Way Parking Plan (Drawing No. A1038-B-G100-P-02 Rev P1). The system is actively managed and enforced by marshals and car park attendants throughout every event and is not left to guest discretion. Drivers are directed by marshals; any driver refusing to follow marshal instructions will be denied entry or directed to leave the site safely, and the breach will be recorded in the post-event report.

4. Gate Operation — College Road Entrance and Clarendon Road Exit

The College Road entrance and the Clarendon Road exit remain open and staffed throughout each event. Both gates are inspected, opened and staffed before guest arrivals and remain operational until final guest and vehicle dispersal has been completed. Opening and closing times are recorded within the event log and reviewed as part of the post-event report.

4.1 Gate Operation Checklist

Action	Responsible person	Time

Inspect both gates	Duty Manager	90 minutes before arrivals
Open and staff College Road entrance	Marshal 1	60 minutes before arrivals
Open and staff Clarendon Road exit	Marshal 2	60 minutes before arrivals
Record opening time	Security Supervisor	Event log
Maintain access throughout event	Security team	Continuous
Close only after final dispersal	Duty Manager	Post-event

4.2 Deliverability confirmations

BMHC confirms that continuous gate operation is physically and legally deliverable at every event. The following are checked as part of the pre-event inspection:

- Fire and security requirements are satisfied with both gates in use;
- No other BMHC activity conflicts with gate operation on the event date;
- Nominated staff hold the necessary keys and access;
- The Clarendon Road gate is genuinely opened before arrivals; and
- Gate opening and closing times are recorded in the event log.

5. Existing Measures Confirmed Acceptable

For completeness, the following measures were confirmed acceptable in principle by Highways and continue to operate:

- **Idling and revving:** parking marshals monitor and address engine idling, unnecessary revving and inappropriate vehicle behaviour; repeated or serious breaches are recorded and subject to appropriate sanctions.
- **Signage:** site-wide directional signage, including at entry and exit points.
- **Security hours:** personnel deployed from 60 minutes before arrival, throughout the event, until 30 minutes after the event concludes and the gates close, covering traffic management, noise control and perimeter security.
- **Marshalling:** marshals at the main entrance during peak arrivals and attendants at key locations including Wood Road, present on the main road approximately one hour before arrivals.

6. Ongoing Review

BMHC will review and update the Events Management & Car Parking Strategy on a regular basis, at least every six months, and following any material change to the operation of the venue.