

## **Application for a Premises Licence**

### **Field Vision Wembley Rooftop**

**Alameda entrance, between 10 – 12 Wembley Park Boulevard, HA9 0HP**

#### **Proposed Conditions:**

1. 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.
2. CCTV cameras shall be installed to cover the entrance of the premises, the servery counter and the external areas.
3. The CCTV system shall be capable of obtaining clear facial recognition images and a clear head and shoulders image of every person entering or leaving the premises.
4. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premise is open. This staff member must be able to provide a Police or Authorised Council Officer copies of recent CCTV images or data with the absolute minimum of delay when requested.
5. The Licence holder /DPS/Manager shall inspect and test that the CCTV is operational and working correctly on a weekly basis. A signed and dated record of the CCTV examination and any findings shall be kept on the premises and made available to the police and authorised officers of the Local Authority on request.
6. An incident log shall be kept at the premises, and made available for inspection on request to an authorised officer of Brent Council or the Police, which will record the following:
  - a. all crimes reported to the venue
  - b. all ejections of patrons
  - c. any complaints received
  - d. any incidents of disorder
  - e. any faults in the CCTV system
  - f. any refusal of the sale of alcohol
  - g. any visit by a relevant authority or emergency service.
7. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from the outside of each entrance to the premises.
8. There will be a comprehensive bookings policy in place with respect of venue hire. Any person wishing to hire out the venue for a private function should provide the following;
  - a. Proof of Identity (valid driver's licence/ passport etc.)
  - b. Proof of address (recent utility bill/ council tax letter/ statement etc.)
  - c. Deposit paid by card
  - d. Signed agreement to the venues terms and conditions of venue hire

9. The premises shall provide tables and chairs for customer use.
10. Non-intoxicating beverages, including drinking water, shall be available in all parts of the premises where alcohol is sold or supplied for consumption on the premises.
11. Customers shall not be permitted to take glassware or any other open drink container save for recognisable soft drink containers, outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
12. A sign stating "No proof of age – No sale" shall be displayed at the point of sale.
13. A "Challenge 25" policy shall be adopted and adhered to at all times.
14. Any staff directly involved in selling alcohol for retail to consumers and staff who provide training including managers shall undergo regular training of the Licensing Act 2003 legislation (at least every 12 months). The training shall be documented and signed off by the DPS and the member of staff receiving the training. This training log shall be kept centrally and made available for inspection by police and relevant authorities upon request.
15. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
16. A register/log containing the names, badge number, dates & times of duty security staff and any incidents that occur shall be kept and made available to the Police and Licensing Authority.
17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.
18. Alcohol shall not be available for any customer when the premises are primarily for use by persons under the age of 18 unless accompanied by a responsible adult.
19. The placing of bottles into receptacles outside the building shall not be permitted between 22:00 hours and 06:30 hours the following morning.
20. Any locks or flush latches on exit doors shall be unlocked and kept free from fastenings other than push bars whilst the public are on the premises.
21. Exits shall not be obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and shall be clearly identified.
22. Any socket outlets (or other power supplies used for DJ equipment, band equipment and other portable equipment) that are accessible to performers, staff or the public shall be suitably protected by a residual current device (RCD having a rated residual operating current not exceeding 30 milliamps).
23. Where chairs and tables are provided, internal gangways are kept unobstructed.

24. A capacity specific risk assessment shall be conducted by a competent person and approved by the Licensing Authority. This assessment shall show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

**The following conditions will apply on major football event days at all times unless agreed in advance in writing with the Metropolitan Police and subject to the premises conducting an appropriate risk assessment:**

25. SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.
26. A register/log containing the names, badge number, dates & times of duty of security staff and any incidents that occur shall be kept and made available to the Police and Licensing Authority.
27. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.
28. The DPS or deputy shall work in partnership with the Police and if necessary comply with any direction given by a senior Police Officer on duty at the event.
29. Customers will not take open drink containers/customers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
30. The premises will not show live domestic televised football matches on football event days.
31. A personal licence holder shall be present on the premises to supervise the sale of alcohol.
32. No children shall be admitted unless accompanied by a responsible adult.
33. No drinks shall be served in glass containers.

**When operating as a bar open to general members of the public the following conditions shall apply to all premises on major football event days 4 hours before kick-off. For premises operating as a mixed use (Bar & Restaurant) Bar conditions shall apply**

34. The premises shall stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
35. The premises shall only take one set of supporters (Fan Zone) on the production of a valid ticket for the game, the designated team will be allocated by the Metropolitan Police after a risk assessment has been conducted.

36. A risk assessment shall be undertaken based on the proposed event and will be provided to police or authorised council officers on request.