



## **Alcohol and Entertainment Licensing Sub-Committee – Agenda papers (2)**

**Tuesday 4 June 2019 at 10.00 am**

Members Suite - 4th Floor, Brent Civic Centre,  
Engineers Way, Wembley, HA9 0FJ

### **Membership:**

#### **Members**

Councillors:

Long  
Hector  
W Mitchell Murray

#### **Substitute Members**

Councillors:

Ahmed, Allie, Chohan, Kennelly, McLeish, Maurice and  
RS Patel

**For further information contact:** Devbai Bhanji, Governance Assistant  
Tel: 020 8937 4011; Email: [devbai.bhanji@brent.gov.uk](mailto:devbai.bhanji@brent.gov.uk)

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**The press and public are welcome to attend this meeting**

### **Notes for Members - Declarations of Interest:**

If a Member is aware they have a Disclosable Pecuniary Interest\* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest\*\* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also significant enough to affect your judgement of a public interest and either it affects a financial position or relates to a regulatory matter then after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

### **\*Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect of expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences** - Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

### **\*\*Personal Interests:**

The business relates to or affects:

- (a) Anybody of which you are a member or in a position of general control or management, and:
  - To which you are appointed by the council;
  - which exercises functions of a public nature;
  - which is directed is to charitable purposes;
  - whose principal purposes include the influence of public opinion or policy (including a political party or trade union).
- (b) The interests of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who is the subject of a registrable personal interest.



# Agenda

Introductions, if appropriate.

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8	<b>Application for New Premises Licence by Quintain Limited for the premises known as Retail Unit 3/4/5, Plot NW08, Olympic Way, Wembley, HA9 0FA, pursuant to the provisions of the Licensing Act 2003</b>	324 - 367
9	<b>Application for New Premises Licence by Quintain Limited for the premises known as Retail Unit 6, Plot NW08, Olympic Way/Exhibition Way, HA9 0FA, pursuant to the provisions of the Licensing Act 2003</b>	368 - 411
10	<b>Application for New Premises Licence by Quintain Limited for the premises known as Retail Unit 7, Plot SW03, Wembley Park, HA9 0FA, pursuant to the provisions of the Licensing Act 2003</b>	412 - 449
11	<b>Application for New Premises Licence by Quintain Limited for the premises known as Retail Unit 8, Plot NW08, Repton Lane, Wembley Park, HA9 0FA, pursuant to the provisions of the Licensing Act 2003</b>	450 - 487
12	<b>Application for New Premises Licence by Quintain Limited for the premises known as Retail Unit 12, Plot NW07, Exhibition Way/Weaver Walk, Wembley, HA9 0FA, pursuant to the provisions of the Licensing Act 2003</b>	488 - 531
13	<b>Application for New Premises Licence by Quintain Limited for the premises known as Retail Unit 3, (Construction Unit 4) Plot W03, Wembley Park Boulevard, HA9 0FA, pursuant to the provisions of the Licensing Act 2003</b>	532 - 575

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- 15 Application for New Premises Licence by Quintain Limited for the premises known as Retail Unit 6, Plot W03, Wembley Park Boulevard, HA9 0FA, pursuant to the provisions of the Licensing Act 2003 620 - 663
- 16 Application for New Premises Licence by Quintain Limited for the premises known as Retail Unit 1, (Construction Unit 6) Plot W03, Wembley Park Boulevard, HA9 0FA, pursuant to the provisions of the Licensing Act 2003 664 - 707

Date of the next meeting: Date Not Specified



- Please remember to ***SWITCH OFF*** your mobile phone during the meeting.
- The meeting room is accessible by lift and seats will be provided for members of the public.

# Agenda Item 6

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 2, Plot W03, Wembley Park Boulevard, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation



## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the  
premises described in Part 1 below (the premises) and I/we are making this application to  
you as the relevant licensing authority in accordance with section 12 of the Licensing Act  
2003

### Part 1 – Premises details

<b>Postal address of premises or, if none, ordnance survey map reference or description</b>  Retail Unit 2 (construction unit 5) Plot W03 Wembley Park Boulevard  Wembley Park	
<b>Post town</b> LB Brent	<b>Post code</b> HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
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### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered



**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord.

Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged magenta on plan including external area (edged green).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)



**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						

## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri					
Sat			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri					
Sat			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sun					

## F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

## G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
Fri							
Sat			<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sun							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment (please read guidance note 5)</b>			
Wed	23:00	00:00				
Thur	23:00	00:00	<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)			
Fri	23:00	00:00				
Sat	23:00	00:00	From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.			
Sun	23:00	00:00				

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Thur	10:00	00:00			
Fri	10:00	00:00	From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
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**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## **M**

Describe the steps you intend to take to promote the four licensing objectives:

### **a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)**

Please see attached schedule of conditions

### **b) The prevention of crime and disorder**

Please see attached schedule of conditions

### **c) Public safety**

Please see attached schedule of conditions

### **d) The prevention of public nuisance**

Please see attached schedule of conditions

### **e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable      Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature *Thomas and Thomas*

Date 20th March 2019

Capacity Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

Date

Capacity

<b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 14) Alun Thomas/Jack Spiegler Thomas & Thomas Partners LLP [REDACTED]	
<b>Post town</b> [REDACTED]	<b>Post code</b> [REDACTED]
<b>Telephone number (if any)</b> [REDACTED]	

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;

- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. In addition, this information may be disclosed to the Police, The London Fire and Emergency Planning Authority, relevant ward Councillors and other Council departments.

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with law enforcement agencies and other bodies responsible for auditing or administering public funds for these purposes.*

## **Please return the completed form and any accompanying documents to:-**

Regulatory Services (Licensing)  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

**Official Use Only.**

*Plan x 2* ☐

*Advertising* ☐

*Fee* ☐

### **Provisional Statement**

**Retail Unit 2  
(construction unit 5)  
Plot W03  
Wembley Park Boulevard  
Wembley  
HA9 0FA**

#### **Proposed Licensable Activities:**

	<b>Sale of Alcohol (on &amp; off sales) Late Night Refreshment Regulated Entertainment (where required)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	10:00 – 00:00	08:00 – 00:30

#### **Conditions:**

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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
  - f. Any refusal of the sale of alcohol

- g. Any visit by a relevant authority or emergency service.
- 6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
- 7. 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.
- 8. Any socket outlets 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).
- 9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
- 10. The 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).
- 11. Where chairs and tables are provided, internal gangways are kept unobstructed.
- 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.
- 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. There shall be no licensable activities provided in the external area after 22:00 on any day.
- 16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
- 17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

**Conditions applicable on major football event days:**

*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

- 18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.
- 19. 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.
- 20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.



21. 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.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:
  - a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

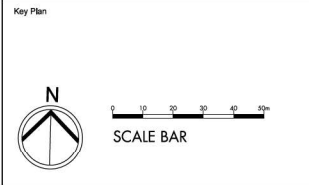
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Drawing Record				
Rev	Date	By	Comments	Checked
P01	09.02.2018	MS	FIRST ISSUE	LP
P02	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- KEY:
- SITE LOCATION
  - UNIT DEMISE



**SIGNIFICANT HEALTH AND SAFETY RISKS (UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

This scheme is subject to town planning and all other necessary consents. Dimensions, area and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site. Any discrepancies or variations are to be reported to the architect before work commences. Figure dimensions only are to be taken from this drawing.

This drawing is to be read in conjunction with all relevant consultants and / or specialist drawings / documents and any discrepancies or variations are to be reported to the architect before the affected work commences.

Magnetic fields do not constitute contract documentation and updates of this data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the latest copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

**PRELIMINARY**

Client  
**QUINTAIN ESTATES**

Consultants

**leslie jones**  
architecture

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title  
**WEMBLEY RETAIL CURATION**

Drawing Title			
<b>WEMBLEY W03 UNIT 5 LOCATION PLAN</b>			
Scale @ A1 1:1250	Date JAN 2018	Drawn MS	Checked LP
Job No. 3 6 7 4	Drawing No. A T (0 3)	Revision 1 3 0 4 0 P 0 2	



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed 100mm zone allowed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed 100mm zone allowed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
Rooflights	<input type="checkbox"/>	<input type="checkbox"/>	
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required Subject to Landlord Approval.
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Including fire lobbies to rear access.
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DHN Heating	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Only capped gas and louvres - no vent supplies
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required. Tenant to connect to
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord system.
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**METROPOLITAN  
POLICE**

Working together for a safer London

## TERRITORIAL POLICING

### **The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15347**

**Our ref: 01QK/145/19/2157**

### **Brent Borough Licensing NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 14/04/2019

**Police representation to the Provisional Statement for Retail Unit 2, Construction Unit 5, Plot W03, Wembley Park Boulevard/Engineers Way, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

#### **Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

#### **Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be

similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of



staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.

Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 2  
Construction Unit 5  
Plot W03  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 2, Construction Unit 5, Plot W03, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the serving counter.
4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.

5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.
20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

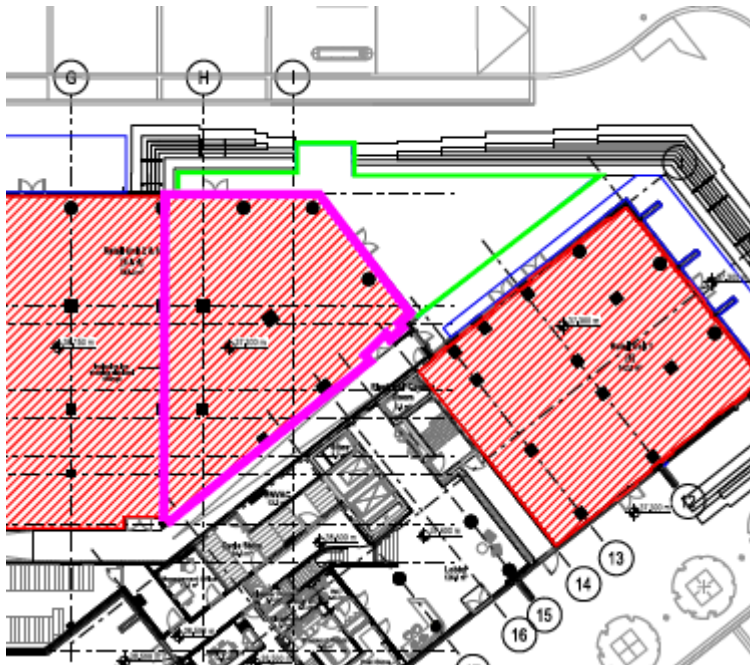
33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.
35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.

36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

**Conditions that are not applied if the premises operates solely as a restaurant**

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be the limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.

For ease of understanding which unit is being described, I have copied in the plan below:-



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.



Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:11

**To:** 'tburton; 'jspiegler; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Plot W03 Retail Unit 2 (Construction Unit 5) - 15347

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions maybe added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

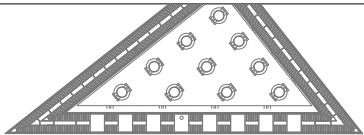
We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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WEMBLEY PARK BOULEVARD

ENGINEERS WAY

PERIMETER WAY  
ROYAL RTE

Drawing Record

Rev	Date	By	Comments	Checked
P01	08.01.2019	AV	FIRST ISSUE	LP

KEY:

- ALCOHOL LICENSED UNITS
- EXTERNAL LICENSED AREAS

Key Plan



SIGNIFICANT HEALTH AND SAFETY RISKS  
(UNUSUAL AND DIFFICULT TO MANAGE ONLY)

It is assumed that all works will be carried out by a competent contractor working where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

PRELIMINARY

Client  
QUINTAIN ESTATES

Consultants

leslie jones  
architecture

Suite 3.02 Grand Union Studios  
332 Ladbroke Grove  
London W10 5AD

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title  
WEMBLEY RETAIL CURATION

Drawing Title  
WEMBLEY  
W03  
UNIT 3 SITE PLAN  
ALCOHOL LICENSED AREAS

Scale @ A3	Date	Drawn	Checked
1:500	JAN 2019	AV	LP
Job No.	Drawing No.	Revision	
3 6 7 4	A T (0, 3)	1, 3, 8, 0, 0	P 0, 1



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# Agenda Item 7

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 4, Plot W03, Wembley Park Boulevard, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation



## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

<b>Postal address of premises or, if none, ordnance survey map reference or description</b>  Retail Unit 4 (construction unit 3) Plot W03 Wembley Park Boulevard  Wembley Park	
<b>Post town</b> LB Brent	<b>Post code</b> HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------

### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered



**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord.

Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged magenta on plan including external area (edged green).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)



**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						



## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish	Both		
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish	Both		
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
Thur							
Fri							
Sat			<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sun							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00				
Wed	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment (please read guidance note 5)</b>			
Thur	23:00	00:00				
Fri	23:00	00:00				
Sat	23:00	00:00	<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.			
Sun	23:00	00:00				

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Thur	10:00	00:00			
Fri	10:00	00:00	From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## M

Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b,c,d,e)** (please read guidance note 10)

Please see attached schedule of conditions

**b) The prevention of crime and disorder**

Please see attached schedule of conditions

**c) Public safety**

Please see attached schedule of conditions

**d) The prevention of public nuisance**

Please see attached schedule of conditions

**e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable      Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature      *Thomas and Thomas*

Date              20th March 2019

Capacity        Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

Date

Capacity

**Contact name (where not previously given) and postal address for correspondence associated with this application** (please read guidance note 14)

Alun Thomas/Jack Spiegler  
Thomas & Thomas Partners LLP

Post town

Post code

Telephone number (if any)

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;



- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. Further information can be found at [www.brent.gov.uk/privacy](http://www.brent.gov.uk/privacy)

You are providing your information to Brent Council, contact details [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk). The Council's Data Protection Officer can be contacted via [dpo@brent.gov.uk](mailto:dpo@brent.gov.uk), or 020 8937 1402.

Your information is collected for the purpose of processing your licence application as required to fulfil the council's duties under the following legislation, statutory or contractual requirement or obligation.

#### **Legislation**

Licensing Act 2003

#### **Context**

For the processing of licensing applications and the prevention of fraud

The information may be shared with the Metropolitan Police, London Fire Brigade and teams within Brent Council, as statutory consultees, the Home Office to ascertain the right to work and HM Revenue and Customs, at their request, to identify potential fraud. The information shall be retained until the licence is surrendered and shall be processed in adherence to your legal rights, including but not limited to the right to withdraw consent, right to copies of your information and right to be forgotten. You have a right to lodge a complaint with the Information Commissioner's Office ([www.ico.org.uk](http://www.ico.org.uk))

### **Please return the completed form and any accompanying documents to:-**

Licensing Department  
Brent Council  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

<b>Official Use Only.</b>	<i>Plan x 2</i> <input type="checkbox"/>	<i>Advertising</i> <input type="checkbox"/>	<i>Fee</i> <input type="checkbox"/>
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## Provisional Statement

**Retail Unit 4  
(construction unit 3)  
Plot W03  
Engineers Way/Wembley Park Boulevard  
Wembley  
HA9 0FA**

### Proposed Licensable Activities:

	<b>Sale of Alcohol (on &amp; off sales) Late Night Refreshment Regulated Entertainment (where required)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	10:00 – 00:00	08:00 – 00:30

### Applicant:

Quintain Ltd

### Conditions:

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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

- f. Any refusal of the sale of alcohol
  - g. Any visit by a relevant authority or emergency service.
6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
  7. 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.
  8. Any socket outlets 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).
  9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
  10. The 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).
  11. Where chairs and tables are provided, internal gangways are kept unobstructed.
  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.
  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. There shall be no licensable activities provided in the external area after 22:00 on any day.
  16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
  17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

**Conditions applicable on major football event days:**

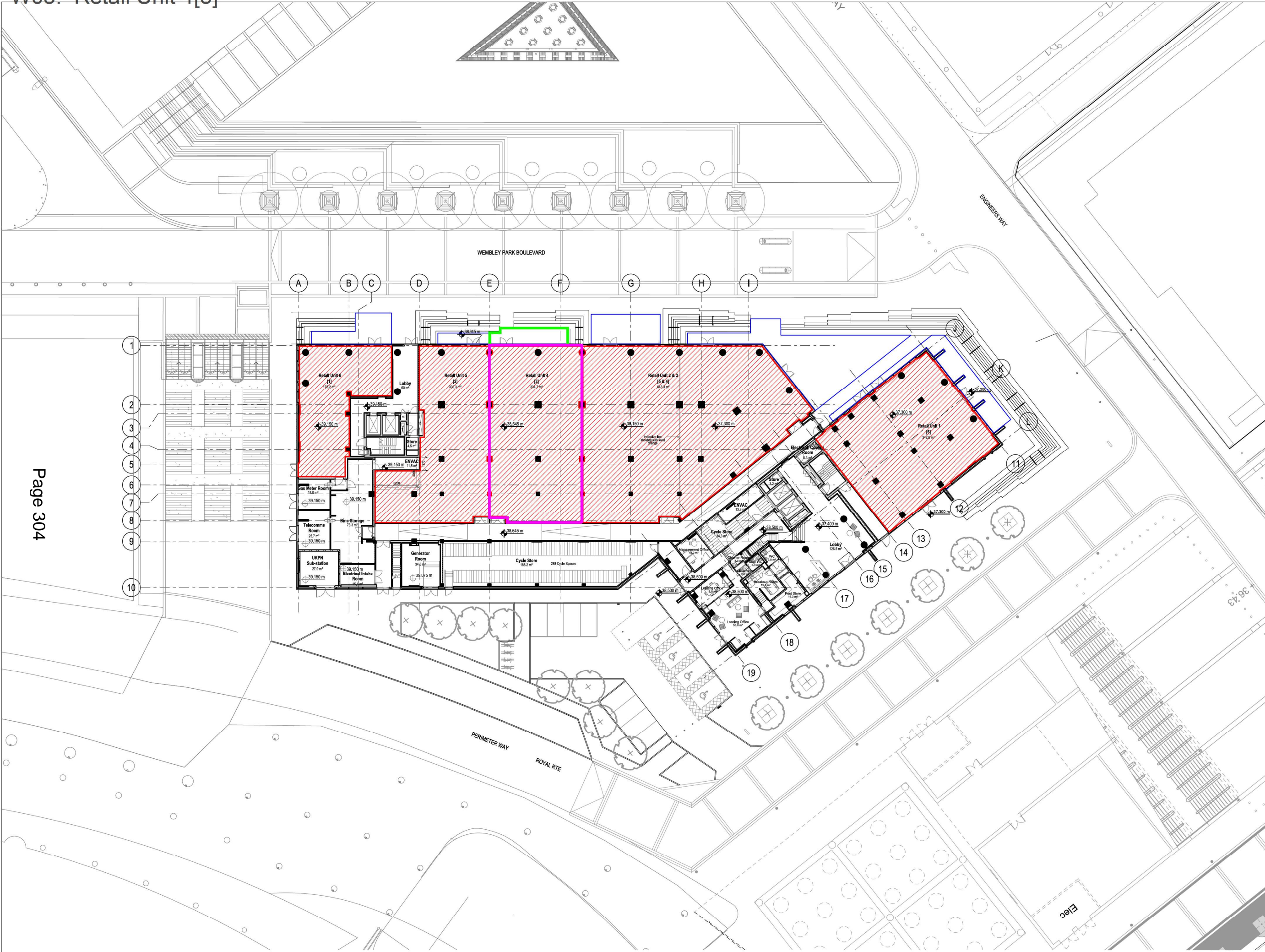
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.

19. 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.
20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.
21. 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.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:
  - a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

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Drawing Record				
Rev	Date	By	Comments	Checked
P01	08.01.2019	AV	FIRST ISSUE	LP

KEY:

- ALCOHOL LICENSED UNITS
- EXTERNAL LICENSED AREAS



SIGNIFICANT HEALTH AND SAFETY RISKS (UNUSUAL AND DIFFICULT TO MANAGE ONLY)

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

PRELIMINARY

Client  
QUINTAIN ESTATES

Consultants

**leslie jones**  
architecture

Scale 3.02 Grand Union Studios  
332 Ladbroke Grove  
London W10 5AD

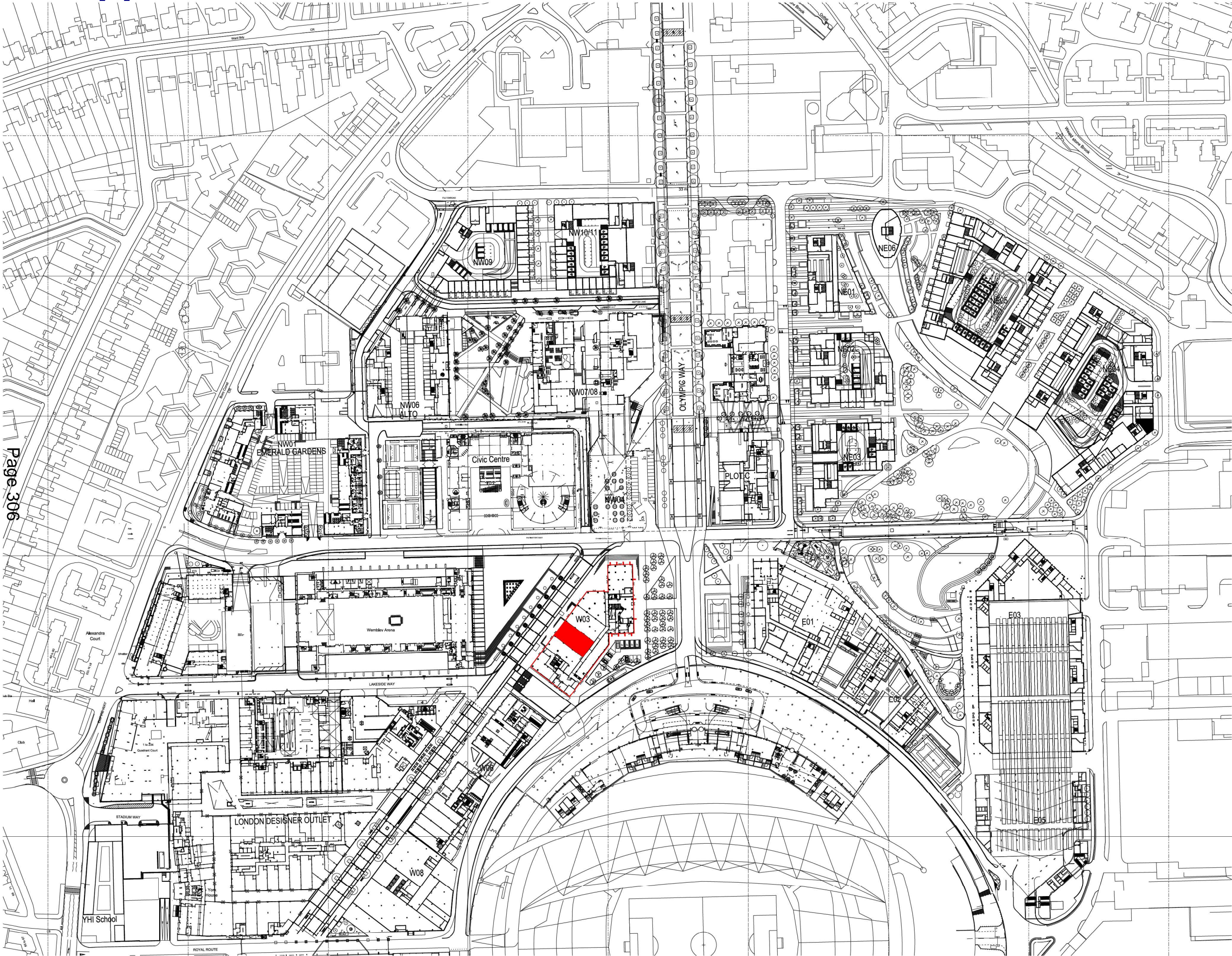
Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title  
WEMBLEY RETAIL CURATION

Drawing Title			
WEMBLEY W03 UNIT 3 SITE PLAN ALCOHOL LICENSED AREAS			
Scale @ A3	Date	Drawn	Checked
1:500	JAN 2019	AV	LP
Job No.	Drawing No.	Revision	
3 6 7 4	A T (0 3)	1 3 8 0 0 P 0 1	

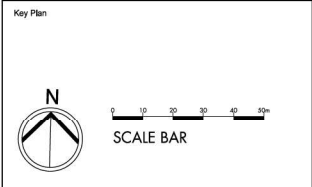
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Drawing Record				
Rev	Date	By	Comments	Checked
P01	05.08.2018	MS	FWOT KGSUC	LP
P02	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- KEY:
- SITE LOCATION
  - UNIT DEMISE



SIGNIFICANT HEALTH AND SAFETY RISKS (UNUSUAL AND DIFFICULT TO MANAGE ONLY)

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

This scheme is subject to town planning and all other necessary consents. Dimensions, area and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site. Any discrepancy or variations are to be reported to the architect before work commences. Figure dimensions only are to be taken from this drawing.

This drawing is to be read in conjunction with all relevant consultants and / or specialist drawings / documents and any discrepancies or variations are to be reported to the architect before the affected work commences.

Magnified made does not constitute contract documentation and updates of this data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the latest copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

PRELIMINARY

Client
QUINTAIN ESTATES
Consultants

leslie jones  
architecture

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title
WEMBLEY RETAIL CURATION

Drawing Title			
WEMBLEY W03 UNIT 3 LOCATION PLAN			
Scale @ A1	Date	Drawn	Checked
1:1250	JAN 2018	MS	LP
Job No.	Drawing No.	Revision	
3 6 7 4	A T (0 3)	1 3 0 2 0 P 0 2	



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed 100mm zone allowed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed 100mm zone allowed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
Rooflights	<input type="checkbox"/>	<input type="checkbox"/>	
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required Subject to Landlord Approval.
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Including fire lobbies to rear access.
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DHN Heating	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Only capped gas and
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	louvres - no vent supplies
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tenant to connect to
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Landlord system.
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15344**

**Our ref: 01QK/151/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 14/04/2019

**Police representation to the Provisional Statement for Retail Unit 4, Construction Unit 3, Plot W03, Wembley Park Boulevard, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

**Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be

similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.



Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 4  
Construction Unit 3  
Plot W03  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 4, Construction Unit 3, Plot W03, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the serving counter.
4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.

5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.
20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.
35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.

36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

**Conditions that are not applied if the premises operates solely as a restaurant**

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be the limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.

For ease of understanding which unit is being described, I have copied in the plan below:-



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:14

**To:** 'tburton; jspiegler; >; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Retail Unit 4 - Construction Unit 3 - Plot W03 - 15344

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions maybe added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 8

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 3/4/5, Plot NW08, Olympic Way, Wembley, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation



## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

<b>Postal address of premises or, if none, ordnance survey map reference or description</b>  Retail Unit 3/4/5 (construction units 9+10+11) Plot NW08 Olympic Way Wembley Park	
<b>Post town</b> LB Brent	<b>Post code</b> HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------



### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered

☒

☐

**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord.

Please see Schedule of Works and Plans .

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged magenta on plan including external area (edged green).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)



**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						

## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur							
Fri							
Sat							
Sun			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)			
Wed	23:00	00:00				
Thur	23:00	00:00	<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)			
Fri	23:00	00:00				
Sat	23:00	00:00	From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.			
Sun	23:00	00:00				

# J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Wed	10:00	00:00			
Thur	10:00	00:00			
Fri	10:00	00:00			
Sat	10:00	00:00			
Sun	10:00	00:00			

# K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---



**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	
Wed	08:00	00:30	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## **M**

Describe the steps you intend to take to promote the four licensing objectives:

### **a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)**

Please see attached schedule of conditions

### **b) The prevention of crime and disorder**

Please see attached schedule of conditions

### **c) Public safety**

Please see attached schedule of conditions

### **d) The prevention of public nuisance**

Please see attached schedule of conditions

### **e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable      Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature Thomas and Thomas

Date 20th March 2019

Capacity Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature .....

Date .....

Capacity .....

<b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 14) Alun Thomas/Jack Spiegler Thomas & Thomas Partners LLP [REDACTED]	
<b>Post town</b> [REDACTED]	<b>Post code</b> [REDACTED]
<b>Telephone number (if any)</b> [REDACTED]	

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;

- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. In addition, this information may be disclosed to the Police, The London Fire and Emergency Planning Authority, relevant ward Councillors and other Council departments.

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with law enforcement agencies and other bodies responsible for auditing or administering public funds for these purposes.*

## **Please return the completed form and any accompanying documents to:-**

Regulatory Services (Licensing)  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

<b>Official Use Only.</b>	<i>Plan x 2</i> <input type="checkbox"/>	<i>Advertising</i> <input type="checkbox"/>	<i>Fee</i> <input type="checkbox"/>
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**APPLICATION FOR PROVISIONAL STATEMENT**  
**Retail Unit 3+4+5 [9+10+11],**  
**Plot NW08,**  
**Olympic Way**  
**Wembley Park**  
**HA9 0FA**

**Proposed Licensable Activities:**

	<b>Sale of Alcohol (on &amp; off sales) Late Night Refreshment Regulated Entertainment (where required)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	10:00 – 00:00	08:00 – 00:30

**Conditions:**

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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
  - f. Any refusal of the sale of alcohol
  - g. Any visit by a relevant authority or emergency service.

6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
7. 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.
8. Any socket outlets 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).
9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
10. The 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).
11. Where chairs and tables are provided, internal gangways are kept unobstructed.
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.
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. There shall be no licensable activities provided in the external area after 22:00 on any day.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

**Conditions applicable on major football event days:**

*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.
19. 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.
20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.



21. 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.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:
  - a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

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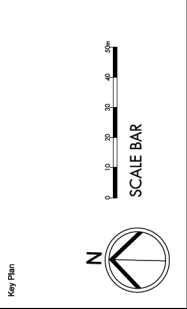
Job No.	Drawing No.	Revision
3 6 7 4	AT(0 3) 0 8 8 0 0	P 0 1

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Drawing Record		
Rev	Date	By / Comments
P01	20.11.2018	AV FIRST ISSUE
		Checked LP

KEY:  
 SITE LOCATION  
 UNIT DEMISE



**SIGNIFICANT HEALTH AND SAFETY RISKS  
(UNUSUAL AND DIFFICULT TO MANAGE ONLY)**  
It is assumed that all works will be carried out by a competent contractor in accordance with the relevant standards and regulations. In addition to the above, the following risks are identified in relation to the work detailed on this drawing, note the following:

This scheme is subject to town planning and all other necessary consents. Dimensions, area and levels when given are only approximate and subject to site survey. All dimensions are to be checked on site. Any discrepancies between the drawings and the site must be reported to the architect before the relevant work commences. Figure dimensions only are to be taken from this drawing.

This drawing is to be read in conjunction with all relevant consultancies and/or specialist drawings, documents and any discrepancies or variations are to be reported to the architect before the relevant work commences. We are to be responsible for the accuracy of the information provided in this drawing. These drawings are current as of the date of issue. Your use of the content of these drawings is at your own risk. References should be made to the relevant documents and drawings to ensure that the correct information is used. Any document produced by consultants which contains part or all of this drawing is not to be used without the written consent of Leslie Jones. Leslie Jones make every effort to ensure that it is accurate for the time being, we cannot guarantee that it does not contain any.

PRELIMINARY

Client  
QUINTAN ESTATES

Consultants

**leslie jones**  
architecture

Telephone 020 7255 1150  
E-mail [sarah@leslie-jones.co.uk](mailto:sarah@leslie-jones.co.uk)

Job Title  
WEMBLEY RETAIL CURATION

Drawing Title  
WEMBLEY  
NW08  
RETAIL UNIT 03, 04 & 05  
BASE BUILDING UNIT 09, 10 & 11  
LOCATION PLAN

Scale @ A1  
1:1250  
Date  
NOV 2018  
Drawn  
AV  
Checked  
LP  
Revision  
3 6 7 4 A T (0.3) 0.8 1.0 0 p 0.1



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant.
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Rooflights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable.
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Including fire lobbies to rear access.

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All energy shippers meters are by the Tenant. There is no provision for a Landlord's gas meter as each unit (4no.) have their own individual metered gas supply.
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Condenser Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas, Condenser and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations			Where required. Tenant to connect to Landlord system.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	
Screening of exposed plant/equipment			General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area			
<b>General:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Planning consent (fit out)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (fit out)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (fit out)			





**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15335**

**Our ref: 01QK/150/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 14/04/2019

**Police representation to the Provisional Statement for Retail Unit 3/4/5 (8/9/10), Plot NW08, Olympic Way, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

**Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be

similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.

Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 3/4/5  
Construction Unit 8/9/10  
Plot NW08  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 3/4/5, Construction Unit 8/9/10, Plot NW08, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the service counter.

4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.
5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.



20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.
21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.

35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.
36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:06

**To:** 'tburton'; jspegler; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Plot NW08, Retail Units 3/4/5 (8/9/10) - 15335

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions may be added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 9

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 6, Plot NW08, Olympic Way/Exhibition Way, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation





## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description	
Retail Unit 6 (construction unit 12) Plot NW08 Olympic Way/Exhibition Way Wembley Park	
Post town LB Brent	Post code HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------

### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered



**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord. Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged magenta on plan including external area (edged green).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)



**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						



## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish	Both		
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish	Both		
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
Thur							
Fri			<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sat							
Sun							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00				
Wed	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)			
Thur	23:00	00:00				
Fri	23:00	00:00	<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.			
Sat	23:00	00:00				
Sun	23:00	00:00				

# J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Wed	10:00	00:00			
Thur	10:00	00:00			
Fri	10:00	00:00			
Sat	10:00	00:00			
Sun	10:00	00:00			

# K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b><u>State any seasonal variation</u></b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	<b><u>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</u></b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## **M**

Describe the steps you intend to take to promote the four licensing objectives:

### **a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)**

Please see attached schedule of conditions

### **b) The prevention of crime and disorder**

Please see attached schedule of conditions

### **c) Public safety**

Please see attached schedule of conditions

### **d) The prevention of public nuisance**

Please see attached schedule of conditions

### **e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable      Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature *Thomas and Thomas*

Date 20th March 2019

Capacity Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

Date

Capacity

<b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 14) Alun Thomas/Jack Spiegler Thomas & Thomas Partners LLP [REDACTED]	
<b>Post town</b> [REDACTED]	<b>Post code</b> [REDACTED]
<b>Telephone number (if any)</b> [REDACTED]	

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;



- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. In addition, this information may be disclosed to the Police, The London Fire and Emergency Planning Authority, relevant ward Councillors and other Council departments.

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with law enforcement agencies and other bodies responsible for auditing or administering public funds for these purposes.*

## **Please return the completed form and any accompanying documents to:-**

Regulatory Services (Licensing)  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

**Official Use Only.**

*Plan x 2* ☐

*Advertising* ☐

*Fee* ☐

**APPLICATION FOR PROVISIONAL STATEMENT**

**Retail Unit 6[12],  
Plot NW08,  
Olympic Way/Exhibition Way  
Wembley Park  
HA9 0FA**

**Proposed Licensable Activities:**

	<b>Sale of Alcohol (on &amp; off sales) Late Night Refreshment Regulated Entertainment (where required)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	10:00 – 00:00	08:00 – 00:30

**Conditions:**

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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
  - f. Any refusal of the sale of alcohol
  - g. Any visit by a relevant authority or emergency service.

6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
7. 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.
8. Any socket outlets 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).
9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
10. The 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).
11. Where chairs and tables are provided, internal gangways are kept unobstructed.
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.
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. There shall be no licensable activities provided in the external area after 22:00 on any day.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

**Conditions applicable on major football event days:**

*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.
19. 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.
20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

21. 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.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:
  - a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

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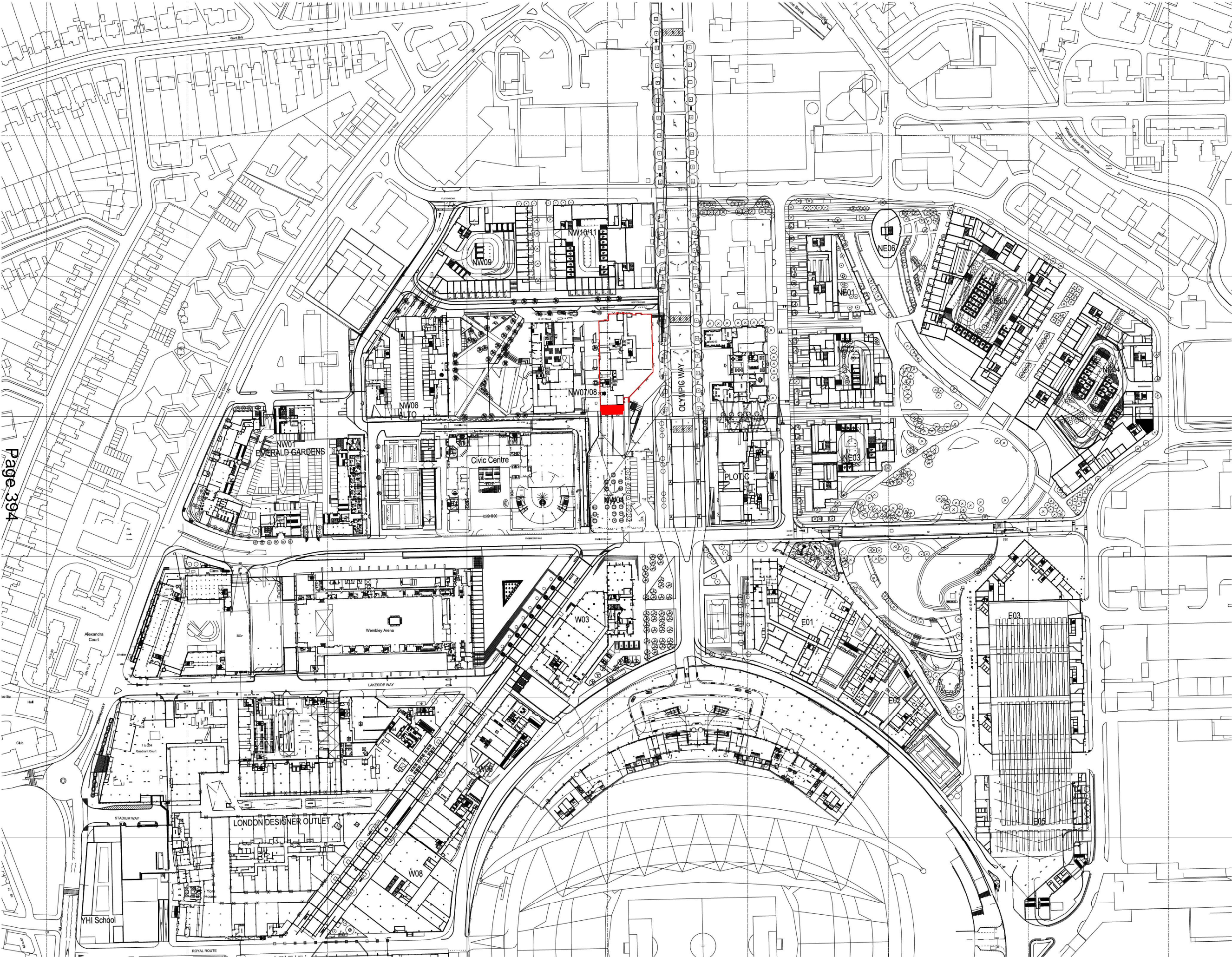
## Page 392



Drawing Title			
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Scale @ A3	Date	Drawn	Checked
1:500	JAN 2019	AV	LP
Job No.	Drawing No.	Revision	
3 6 7 4	AT(0.3)	0 8 8 0 0	P 0 1

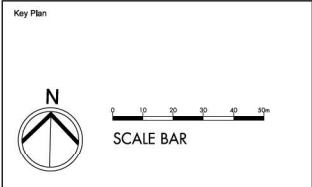
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Drawing Record				
Rev	Date	By	Comments	Checked
P01	05.12.2017	MS	FIRST ISSUE	LP
P02	09.02.2018	MS	ATL ISSUE	LP
P03	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- KEY:
- SITE LOCATION
  - UNIT DEMISE



**SIGNIFICANT HEALTH AND SAFETY RISKS (UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

This scheme is subject to town planning and all other necessary consents. Dimensions, area and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site. Any discrepancies or variations are to be reported to the architect before work commences. Figure dimensions only are to be taken from this drawing.

This drawing is to be read in conjunction with all relevant consultants and / or specialists drawings / documents and any discrepancies or variations are to be reported to the architect before the affected work commences.

Magnetic fields do not constitute contract documentation and updates of this data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the latest copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

PRELIMINARY

Client
QUINTAIN ESTATES
Consultants

**leslie jones**  
architecture

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title
WEMBLEY RETAIL CURATION

Drawing Title			
WFMRIIFY NW08 UNIT 12 LOACTION PLAN			
Scale @ A1	Date	Drawn	Checked
1:1250	DEC 2017	MS	LP
Job No.	Drawing No.	Revision	
3 6 7 4	A T ( 0 3 )	0 8 0 6 0 P 0 3	



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed 100mm zone allowed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed 100mm zone allowed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable.
Rooflights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Including fire lobbies to rear access.
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All energy shippers meters are by the Tenant. There is no provision for a Landlord's gas meter as each unit (4no.) have their own individual metered gas supply.
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Condenser Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Gas, Condenser and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required. Tenant to connect to Landlord system.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15343**

**Our ref: 01QK/148/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 18/04/2019

**Police representation to the Provisional Statement for Retail Unit 6, Construction Unit 12, Plot NW08, Olympic Way, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

**Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be

similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.



Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 6  
Construction Unit 12  
Plot NW08  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 6, Construction Unit 12, Plot NW08, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the service counter.

4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.
5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.
21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

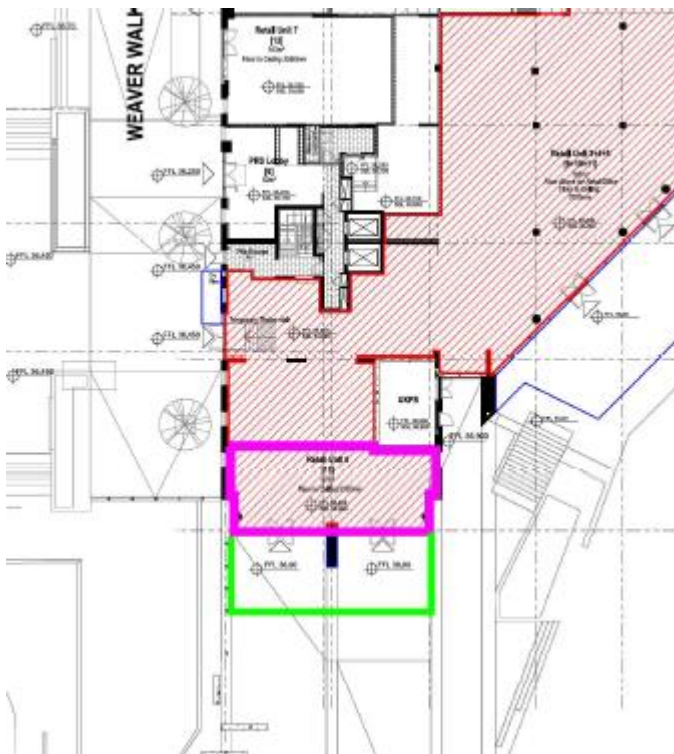
33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.

35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.
36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

**Conditions that are not applied if the premises operates solely as a restaurant**

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be the limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.

For ease of understanding which unit is being described, I have copied in the plan below:-



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:08

**To:** 'tburton; jspiegler; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Plot NW08, Retail Unit 6 (Construction 12) - 15343

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions may be added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 10

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 7, Plot SW03, Wembley Park, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Supply of Alcohol – 08:00hrs to 23:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 23:00hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation



## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description	
Retail Unit 7 (construction unit 4) Plot SW03 Wembley Park	
Post town LB Brent	Post code HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------



### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered

☒

☐

**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord. Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Retail unit as shown edged red on the plan authorising the sale of alcohol for consumption off the premises only

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                          |
|----|---|--------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/> |
| b) | films (optional, fill in box B)   | <input type="checkbox"/> |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/> |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/> |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/> |
| f) | recorded music (optional, fill in box F)  | <input type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/> |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/> |

**Provision of late night refreshment** (optional, fill in box I) ☐

**Supply of alcohol** (optional, fill in box J) ☒

**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Retail/off-licence

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						

## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
Fri							
Sat			<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sun							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>				
			<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors	
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur			<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)				
Fri							
Sat			<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sun							

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	✓
				Both	
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	08:00	23:00			
Tue	08:00	23:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Wed	08:00	23:00			
Thur	08:00	23:00			
Fri	08:00	23:00			
Sat	08:00	23:00			
Sun	08:00	23:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---



**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	23:00	
Tue	08:00	23:00	
Wed	08:00	23:00	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)
Thur	08:00	23:00	
Fri	08:00	23:00	
Sat	08:00	23:00	
Sun	08:00	23:00	

## **M**

Describe the steps you intend to take to promote the four licensing objectives:

### **a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)**

Please see attached schedule of conditions

### **b) The prevention of crime and disorder**

Please see attached schedule of conditions

### **c) Public safety**

Please see attached schedule of conditions

### **d) The prevention of public nuisance**

Please see attached schedule of conditions

### **e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable      Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature *Thomas and Thomas*

Date 20th March 2019

Capacity Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

Date

Capacity

**Contact name (where not previously given) and postal address for correspondence associated with this application** (please read guidance note 14)

Alun Thomas/Jack Spiegler  
Thomas & Thomas Partners LLP

Post town

Post code

Telephone number (if any)

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;

- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. In addition, this information may be disclosed to the Police, The London Fire and Emergency Planning Authority, relevant ward Councillors and other Council departments.

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with law enforcement agencies and other bodies responsible for auditing or administering public funds for these purposes.*

## **Please return the completed form and any accompanying documents to:-**

Regulatory Services (Licensing)  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

**Official Use Only.**

*Plan x 2* ☐

*Advertising* ☐

*Fee* ☐

## **Provisional Statement**

**Retail Unit 7  
(construction unit 4)  
Plot SW03  
Wembley Park  
HA9 0FA**

### **OFF LICENCE**

#### **Proposed Licensable Activities:**

	<b>Sale of Alcohol (off sales)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	08:00 – 23:00	08:00 – 23:00

#### **Conditions:**

1. Off-sales of alcohol in sealed containers only.
2. 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. All recordings shall be made available for viewing no later than 24 hours from request.
3. 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.
4. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
5. The licensee shall keep an incident book which shall be made available to the Police and Licensing Authority.
6. Outside of the hours authorised for the sale of alcohol, all alcohol within the trading area is to be secured behind locked grills, locked screens or locked cabinet doors so as to prevent access to the alcohol by customers or staff.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to.
9. Customers to be reminded that it is a criminal offence for person under 18 to purchase or attempt to purchase alcohol and that it is also an offence to purchase alcohol on behalf of a person aged under 18.

10. A refusal book detailing date and time of the refused sale and the name of the person refusing the sale shall be kept and maintained and made available for inspection at the premises.
11. 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.

**Conditions applicable on major football event days:**

*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

12. 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.
13. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
14. No more than 4 cans of alcohol shall be sold per customer.
15. Alcoholic beverages shall not be sold or supplied one (1) hour before the designated kick off or start time of the event and will not resume until fifteen (15) minutes after the game, match or event has started.





Rev	Date	By	Comments	Checked
P01	07.01.2019	AV	FIRST ISSUE	LP

KEY:

- UNIT DEMISE
- EXTERNAL LICENSED AREAS
- EXTERNAL LICENSED AREAS PROVIDED WITH CONTAINMENT

Key Plan

N

**SIGNIFICANT HEALTH AND SAFETY RISKS (UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

**DO NOT SCALE OFF THIS DRAWING**

This scheme is subject to town planning and all other necessary consents. Dimensions, area and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site. Any discrepancies or variations are to be reported to the architect before work commences. Figure dimensions only are to be taken from this drawing.

This drawing is to be read in conjunction with all relevant consultants and / or specialists drawings / documents and any discrepancies or variations are to be reported to the architect before the affected work commences.

Magnetic media does not constitute contract documentation and updates of this data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the hard copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

**PRELIMINARY**

Client

QUINTAIN ESTATES

Consultants

**leslie jones architecture**

Suite 3.02 Grand Union Studios  
332 Ladbroke Grove  
London W10 5AD

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title

WEMBLEY RETAIL CURATION

Drawing Title

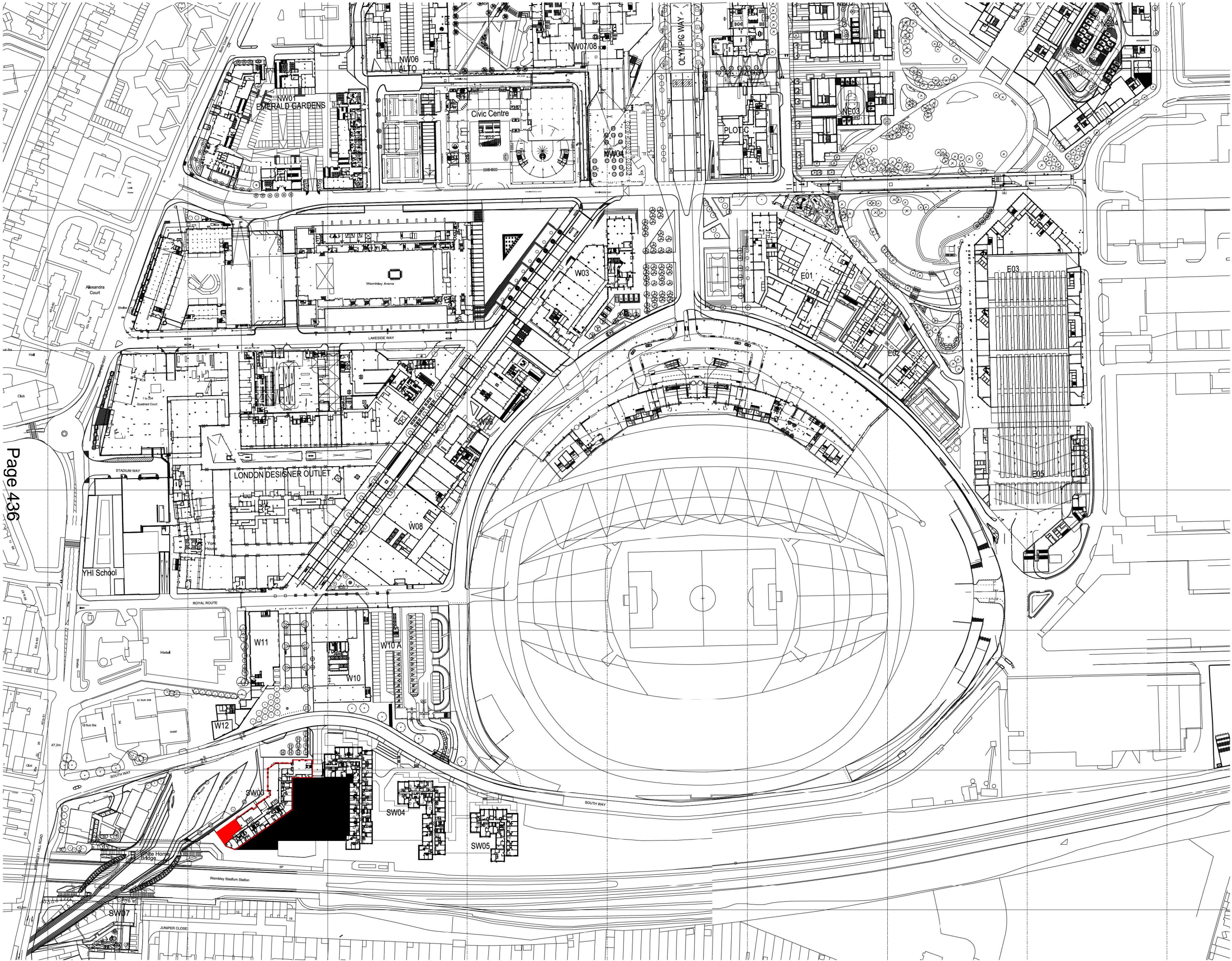
WEMBLEY  
SW03  
RETAIL UNIT 07  
BASE BUILDING UNIT 04  
DEMISE PLAN  
EXTERNAL LICENSED AREAS

Scale @ A3	Date	Drawn	Checked
1:100	JAN 2019	AV	LP

Job No.	Drawing No.	Revision
3 6 7 4	A T (0, 3)	2, 3, 0, 3, 4 P, 0, 1

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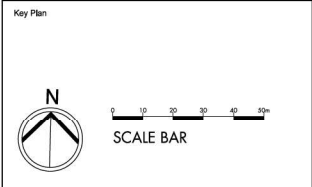




Page 436

Drawing Record				
Rev	Date	By	Comments	Checked
P01	12.05.2018	MS	FWOT 10516	LP
P02	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- KEY:
- SITE LOCATION
  - UNIT DEMISE



**SIGNIFICANT HEALTH AND SAFETY RISKS (UNUSUAL AND DIFFICULT TO MANAGE ONLY)**  
It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

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This drawing is to be read in conjunction with all relevant consultants and / or specialist drawings / documents and any discrepancies or variations are to be reported to the architect before the affected work commences.  
Magnetics made does not constitute contract documentation and updates of this data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the latest copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

PRELIMINARY

Client
QUINTAIN ESTATES
Consultants

**leslie jones**  
architecture  
Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title
WEMBLEY RETAIL CURATION

Drawing Title			
WEMBLEY SW03 UNIT 4 LOCATION PLAN			
Scale @ A1	Date	Drawn	Checked
1:1250	JAN 2018	MS	LP
Job No.	Drawing No.	Revision	
3 6 7 4	A T (0 3)	2 3 0 3 0 P 0 2	



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works, provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lift	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant.
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Rooflights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable.
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas			Secondary support by Tenant
<b>External walls:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fascia / signage zone / projecting signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Tenant-specific signage			Subject to Landlord Approval.
<b>Windows &amp; external doors:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Timber hoarding to A3 shopfront opening	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Where required
Shopfronts to A3 Food & Beverage Units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Rear External doors			
<b>Internal walls:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Division walls between other units			
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Including fire lobbies to rear access.

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All energy shippers meters are by the Tenant. There is no provision for a Landlord's gas meter as each unit (4no.) has their own individual metered gas supply.
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Landlord sub-metered.
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Condenser Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (charge to be agreed)
Gas, Condenser and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sprinkler flow switch & Monitored Valve	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Where required Tenant to connect to Landlord system.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area			
<b>General:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Planning consent (fit out)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (fit out)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (fit out)			



**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15341**

**Our ref: 01QK/147/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 12/04/2019

**Police representation to the Provisional Statement application for 'Retail Unit 7, Construction Unit 4, Plot SW03, White Horse Bridge, Wembley Park, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

I am of the opinion that the risk to the Council's objectives can be mitigated by attaching conditions to the Licence as shown below.

If these conditions were accepted in full **I would** withdraw my representation.

Officer: **Nicola McDonald**  
**Licensing Constable PC 2157NW**

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 Provisional Statement under section 29 of the act.

The Police representations are primarily concerned with crime and disorder and public safety.

**Police require the following points should be included in the operating schedule or added as conditions on the premises licence.**

Can you please confirm what the blue line indicates on the plans?

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

### **Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

### **High Strength Alcoholic Drinks**

Street drinkers and drunkenness is a major cause for concern in Brent. Brent Council has implemented a borough wide Public Spaces Protection Order (PSPO) from 20 October 2017 until 19 October 2020 to prohibit street drinking. High strength beers, lagers and ciders are the primary choice for those habitual drinkers. If the premise does not stock these high strength, cheap beers, lagers and ciders (above 6.0% ABV) the problem will be lessened or displaced.

### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the shop, implement a controlled queuing system and deter crime and disorder.

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

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.

CCTV cameras shall be installed to cover the entrance of the premises.

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.

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 premises 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.

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.

No high strength beers, lagers, and ciders above 6.0% ABV shall be stocked or sold.

A "Challenge 25" policy shall be adopted and adhered to.

A sign stating "No proof of age – No sale" shall be displayed at the point of sale.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of



staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

No single cans or bottles of beer, lager or cider shall be sold.

No miniature bottles of wine or spirits in units less than 35cl shall be stocked or sold at the premise unless packaged as part of a seasonal gift set

The following crime prevention measures shall be implemented:

- A time delay safe with deposit slot and anti-fishing mechanisms must be used at the counter till area
- Regular robbery awareness and cash minimisation training shall be given to all staff.

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:

All crime reported to the venue

Any complaints received

Any faults in the CCTV system

Any refusal of the sale of alcohol

Any visit by a relevant authority or emergency service.

On major football event days at Wembley Stadium the following shall apply:

- Customers shall not be allowed to congregate outside the premises.
  - Sale of alcohol shall cease one hour before designated kick-off time and not re-commence until 15 minutes after the actual kick off.
  - 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.
  - No alcohol or "alcopop" type drinks shall be displayed or sold in glass containers with the exception of wines and spirits.
  - No more than 4 cans of alcohol shall be sold per customer.
- A door supervisor shall be employed

Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 7  
Construction Unit 4  
Plot SW03  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 7, Construction Unit 4, Plot SW03, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the service counter.

4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.
5. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
6. A “Challenge 25” policy shall be adopted and adhered to at all times.
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. A clear and unobstructed view into the premises shall be maintained at all times.
9. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
10. 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.

#### **Wembley Stadium Event Day Specific Conditions**

11. On Wembley Stadium event days there shall be at least two (2) members of staff present and working.
12. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
13. Customers shall not be allowed to congregate outside the premises.
14. No glass bottles shall be sold, all drinks shall be sold in plastic bottles or cans.
15. 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.
16. A personal licence holder shall be present on the premises and supervise the sale of alcohol.

For ease of understanding which unit is being described, I have copied in the plan below:-



**Please confirm that the area marked in blue on the plan will not be used by the premises.**

In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely

Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:09

**To:** 'tburton'; jspiegler; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Plot SW03 Retail Unit 7 (Construction Unit 4) - 15341

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions may be added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 11

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 8, Plot NW08, Repton Lane, Wembley Park, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Supply of Alcohol – 08:00hrs to 23:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 23:00hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation



## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description	
Retail Unit 8 (construction unit 6) Plot NW08 Repton Lane Wembley Park	
Post town LB Brent	Post code HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------

### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered

☒

☐

**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord. Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Retail unit as shown edged magenta on plan authorising the sale of alcohol for consumption off the premises only.

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                          |
|----|---|--------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/> |
| b) | films (optional, fill in box B)   | <input type="checkbox"/> |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/> |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/> |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/> |
| f) | recorded music (optional, fill in box F)  | <input type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/> |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/> |

**Provision of late night refreshment** (optional, fill in box I)

**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**



**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Retail/off-licence

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						

## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
Fri							
Sat			<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sun							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>				
			<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors	
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur			<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)				
Fri							
Sat			<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sun							

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	✓
				Both	
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	08:00	23:00			
Tue	08:00	23:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Wed	08:00	23:00			
Thur	08:00	23:00			
Fri	08:00	23:00			
Sat	08:00	23:00			
Sun	08:00	23:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	23:00	
Tue	08:00	23:00	
Wed	08:00	23:00	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)
Thur	08:00	23:00	
Fri	08:00	23:00	
Sat	08:00	23:00	
Sun	08:00	23:00	

## M

Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b,c,d,e)** (please read guidance note 10)

Please see attached schedule of conditions

**b) The prevention of crime and disorder**

Please see attached schedule of conditions

**c) Public safety**

Please see attached schedule of conditions

**d) The prevention of public nuisance**

Please see attached schedule of conditions

**e) The protection of children from harm**

Please see attached schedule of conditions



## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable      Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature      *Thomas and Thomas*

Date      20th March 2019

Capacity      Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

Date

Capacity

<b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 14) Alun Thomas/Jack Spiegler Thomas & Thomas Partners LLP [REDACTED]	
<b>Post town</b> [REDACTED]	<b>Post code</b> [REDACTED]
<b>Telephone number (if any)</b> [REDACTED]	

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;

- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. In addition, this information may be disclosed to the Police, The London Fire and Emergency Planning Authority, relevant ward Councillors and other Council departments.

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with law enforcement agencies and other bodies responsible for auditing or administering public funds for these purposes.*

## **Please return the completed form and any accompanying documents to:-**

Regulatory Services (Licensing)  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

**Official Use Only.**

*Plan x 2* ☐

*Advertising* ☐

*Fee* ☐

## APPLICATION FOR PROVISIONAL STATEMENT

**Retail Unit 8[6],  
Plot NW08,  
Repton Lane  
Wembley Park  
HA9 0FA**

### OFF LICENCE

#### Proposed Licensable Activities:

	Sale of Alcohol (off sales)	Opening Hours
<b>Monday – Sunday</b>	08:00 – 23:00	08:00 – 23:00

#### Conditions:

1. Off-sales of alcohol in sealed containers only.
2. 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. All recordings shall be made available for viewing no later than 24 hours from request.
3. 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.
4. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
5. The licensee shall keep an incident book which shall be made available to the Police and Licensing Authority.
6. Outside of the hours authorised for the sale of alcohol, all alcohol within the trading area is to be secured behind locked grills, locked screens or locked cabinet doors so as to prevent access to the alcohol by customers or staff.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to.
9. Customers to be reminded that it is a criminal offence for person under 18 to purchase or attempt to purchase alcohol and that it is also an offence to purchase alcohol on behalf of a person aged under 18.

10. A refusal book detailing date and time of the refused sale and the name of the person refusing the sale shall be kept and maintained and made available for inspection at the premises.
11. 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.


**Conditions applicable on major football event days:**


*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

12. 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.
13. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
14. No more than 4 cans of alcohol shall be sold per customer.
15. Alcoholic beverages shall not be sold or supplied one (1) hour before the designated kick off or start time of the event and will not resume until fifteen (15) minutes after the game, match or event has started.



KEY:

 ALCOHOL LICENSED UNITS

 EXTERNAL LICENSED AREAS

**SIGNIFICANT HEALTH AND SAFETY RISKS  
(UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement.

In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

Consultants	
-------------	--

Job Title

WEMBLEY RETAIL CURATION


Drawing Title			
<p>WEMBLEY          NW08          ALCOHOL LICENSED AREAS</p>			
Scale @ A3	Date	Drawn	Checked
1:500	January 2019	AV	LP
Job No.	Drawing No.	Revision	
3674	AT(03)	08800	P01


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Rev	Date	By	Comments	Checked
P01	05.12.2017	MS	FIRST ISSUE	LP
P02	09.02.2018	MS	AFL ISSUE	LP
P03	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP
P04	17.07.2018	MS	DRAWING TITLE UPDATED	LP

 SITE LOCATION

 UNIT DEMISE

A compass rose with a vertical line pointing to 'N' (North). A line is drawn from the center at an angle of 30 degrees clockwise from the North line.

10 20 30 40 50m

SCALE BAR

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement, in addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

Dimensions, area and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site. Any discrepancies or variations are to be reported to the architect before work commences. Figured dimensions only are to be taken from this drawing.

**Diagnose:** media does not contain contract documentation and updates of this data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the hard copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

QUINTAIN ESTATES

### Consultants

Telephone 020 7255 1150  
Email [admin@leslie-jones.co.uk](mailto:admin@leslie-jones.co.uk)

## ASSEMBLY RETAIL CURATION

Scale @ A1	Date	Drawn	Checked
1:1250	DEC 2017	MS	LP

Job No.	Drawing No.	Revision
3 6 7 4	AT(0 3) 0 8 0 0 0	P 0 4



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant.
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Rooflights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable.
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Including fire lobbies to rear access.

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All energy shippers meters are by the Tenant. There is no provision for a Landlord's gas meter as each unit (4no.) have their own individual metered gas supply.
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Condenser Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas, Condenser and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required. Tenant to connect to Landlord system.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15350**

**Our ref: 01QK/144/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 12/04/2019

**Police representation to the Provisional Statement application for 'Retail Unit 8, Construction Unit 6, Plot NW08, Repton Lane, Wembley Park, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

I am of the opinion that the risk to the Council's objectives can be mitigated by attaching conditions to the Licence as shown below.

If these conditions were accepted in full **I would** withdraw my representation.

Officer: **Nicola McDonald**  
**Licensing Constable PC 2157NW**

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 Provisional Statement under section 29 of the act.

The Police representations are primarily concerned with crime and disorder and public safety.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

### **Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

### **High Strength Alcoholic Drinks**

Street drinkers and drunkenness is a major cause for concern in Brent. Brent Council has implemented a borough wide Public Spaces Protection Order (PSPO) from 20 October 2017 until 19 October 2020 to prohibit street drinking. High strength beers, lagers and ciders are the primary choice for those habitual drinkers. If the premise does not stock these high strength, cheap beers, lagers and ciders (above 6.0% ABV) the problem will be lessened or displaced.

### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the shop, implement a controlled queuing system and deter crime and disorder.

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

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.

CCTV cameras shall be installed to cover the entrance of the premises.

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.

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 premises 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.

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.

No high strength beers, lagers, and ciders above 6.0% ABV shall be stocked or sold.

A "Challenge 25" policy shall be adopted and adhered to.

A sign stating "No proof of age – No sale" shall be displayed at the point of sale.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

No single cans or bottles of beer, lager or cider shall be sold.

No miniature bottles of wine or spirits in units less than 35cl shall be stocked or sold at the premise unless packaged as part of a seasonal gift set

The following crime prevention measures shall be implemented:

- A time delay safe with deposit slot and anti-fishing mechanisms must be used at the counter till area
- Regular robbery awareness and cash minimisation training shall be given to all staff.

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:

All crime reported to the venue

Any complaints received

Any faults in the CCTV system

Any refusal of the sale of alcohol

Any visit by a relevant authority or emergency service.

On major football event days at Wembley Stadium the following shall apply:

- Customers shall not be allowed to congregate outside the premises.
  - Sale of alcohol shall cease one hour before designated kick-off time and not re-commence until 15 minutes after the actual kick off.
  - 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.
  - No alcohol or "alcopop" type drinks shall be displayed or sold in glass containers with the exception of wines and spirits.
  - No more than 4 cans of alcohol shall be sold per customer.
- A door supervisor shall be employed

Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 8  
Construction Unit 8  
Plot NW08  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 8, Construction Unit 8, Plot NW08, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

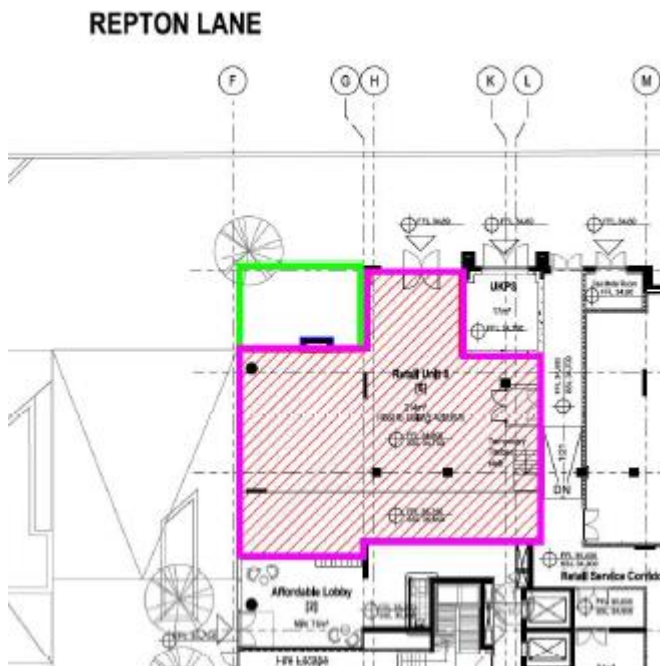
1. CCTV shall be installed to Home Office Guidance standards and maintained in a good working condition and recordings shall be kept for 31 days and shall be made available to police and authorised Officers from Brent Council
2. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the service counter.

4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.
5. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
6. A “Challenge 25” policy shall be adopted and adhered to at all times.
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. A clear and unobstructed view into the premises shall be maintained at all times.
9. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
10. 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.

#### **Wembley Stadium Event Day Specific Conditions**

11. On Wembley Stadium event days there shall be at least two (2) members of staff present and working.
12. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
13. Customers shall not be allowed to congregate outside the premises.
14. No glass bottles shall be sold, all drinks shall be sold in plastic bottles or cans.
15. 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.
16. A personal licence holder shall be present on the premises and supervise the sale of alcohol.

For ease of understanding which unit is being described, I have copied in the plan below:-



**Please confirm that the area marked in green on the plan will not be used by the premises.**

In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely

Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:12

**To:** 'tburton; 'jspiegler; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Licence - Retail Unit 8 - Construction Unit 8 - Plot NW08 - 15350

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions maybe added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 12

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 12, Plot NW07, Exhibition Way/Weaver Walk, Wembley, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation





## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the  
premises described in Part 1 below (the premises) and I/we are making this application to  
you as the relevant licensing authority in accordance with section 12 of the Licensing Act  
2003

### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description	
Retail Unit 12 (Construction Unit 4) Plot NW07 Exhibition Way/Weaver Walk  Wembley Park	
Post town LB Brent	Post code HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------

### Part 3 – Schedule of works

Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered

☐☐

**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/ servicing access, and utility services by the landlord. Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged red on plan including external area (edged blue).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)



**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						



## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur							
Fri							
Sat							
Sun			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)</b>							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00				
Wed	23:00	00:00				
Thur	23:00	00:00				
Fri	23:00	00:00				
Sat	23:00	00:00				
Sun	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment (please read guidance note 5)</b>			
<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)</b>			From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.			

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Wed	10:00	00:00			
Thur	10:00	00:00			
Fri	10:00	00:00			
Sat	10:00	00:00			
Sun	10:00	00:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b><u>State any seasonal variation</u></b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	
			<b><u>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</u></b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## M

Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b,c,d,e)** (please read guidance note 10)

Please see attached schedule of conditions

**b) The prevention of crime and disorder**

Please see attached schedule of conditions

**c) Public safety**

Please see attached schedule of conditions

**d) The prevention of public nuisance**

Please see attached schedule of conditions

**e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable    Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature    *Thomas and Thomas*  
.....

Date            20th March 2019  
.....

Capacity       Solicitors on behalf of applicant  
.....

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature  
.....

Date  
.....

Capacity  
.....

<b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 14) Alun Thomas/Jack Spiegler Thomas & Thomas Partners LLP [REDACTED]	
<b>Post town</b> [REDACTED]	<b>Post code</b> [REDACTED]
<b>Telephone number (if any)</b> [REDACTED]	

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;



- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. In addition, this information may be disclosed to the Police, The London Fire and Emergency Planning Authority, relevant ward Councillors and other Council departments.

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with law enforcement agencies and other bodies responsible for auditing or administering public funds for these purposes.*

## **Please return the completed form and any accompanying documents to:-**

Regulatory Services (Licensing)  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

<b>Official Use Only.</b>	<i>Plan x 2</i> <input type="checkbox"/>	<i>Advertising</i> <input type="checkbox"/>	<i>Fee</i> <input type="checkbox"/>
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**APPLICATION FOR PROVISIONAL STATEMENT**

**Retail Unit 12**

**(Construction Unit 4)**

**Plot NW07**

**Exhibition Way/Weaver Walk**

**Wembley Park**

**HA9 0FA**

**Conditions:**

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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
  - f. Any refusal of the sale of alcohol
  - g. Any visit by a relevant authority or emergency service.
6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
7. 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.
8. Any socket outlets 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).

9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
10. The 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).
11. Where chairs and tables are provided, internal gangways are kept unobstructed.
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.
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. There shall be no licensable activities provided in the external area after 22:00 on any day.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

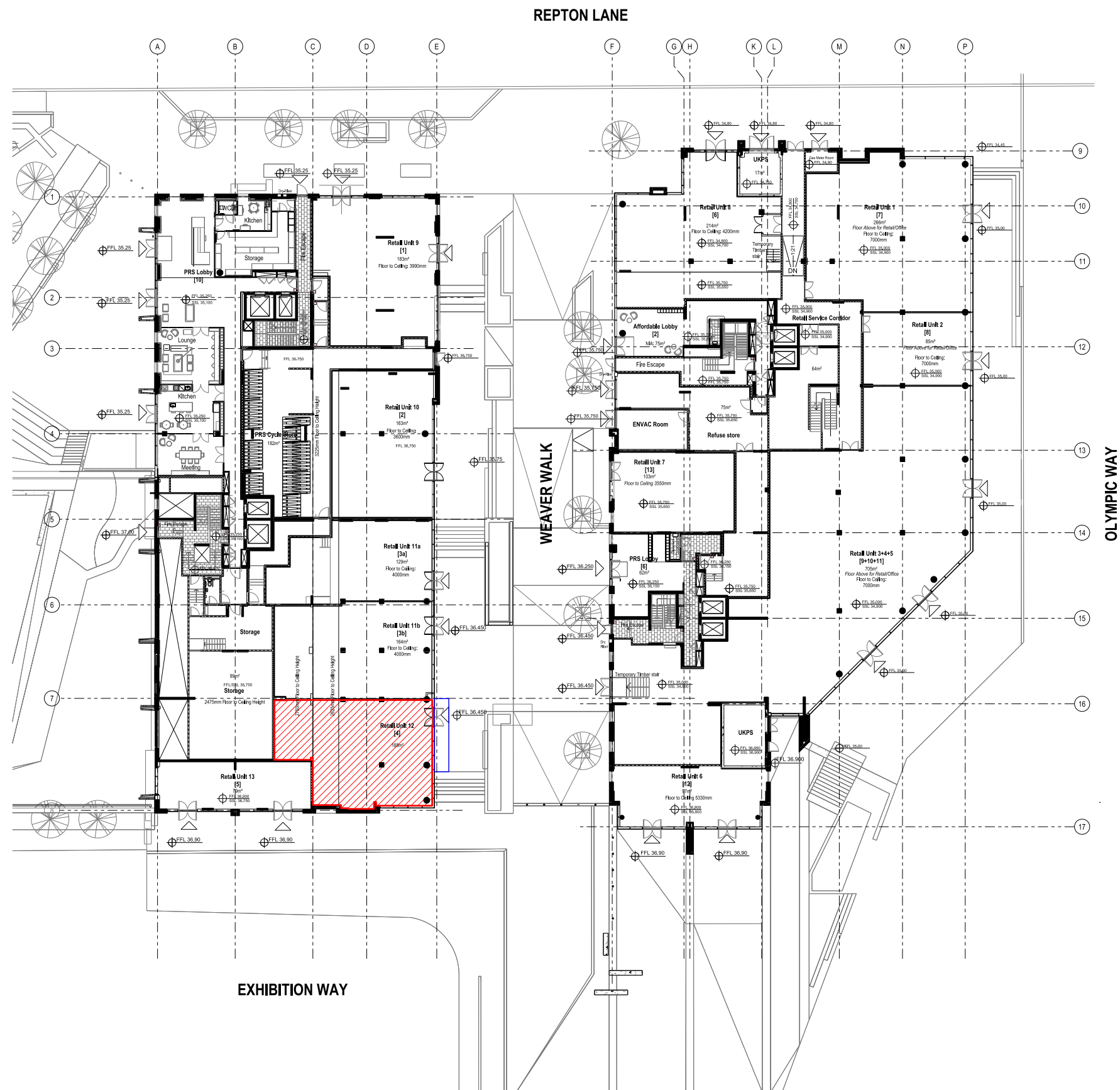
**Conditions applicable on major football event days:**

*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*


18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.
19. 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.
20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.
21. 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.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:


- a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

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KEY:

 ALCOHOL LICENSED UNITS

 EXTERNAL LICENSED AREAS



**SIGNIFICANT HEALTH AND SAFETY RISKS  
(UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement.

In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

FOR INFORMATION

Client

QUINTAIN ESTATES

Consultant

leslie jones  
architecture

Suite 3.02 Grand Union Studios  
332 Ladbroke Grove  
London W10 5AD

Telephone 020 7255 1150  
E-mail [admin@leslie-jones.co.uk](mailto:admin@leslie-jones.co.uk)

Job Title

WEMBLEY RETAIL CURATION

Drawing Title

WEMBLEY  
NW07  
ALCOHOL LICENSED AREAS

Scale @ A3	Date	Drawn	Checked
1:500	JAN 2019	AV	LP

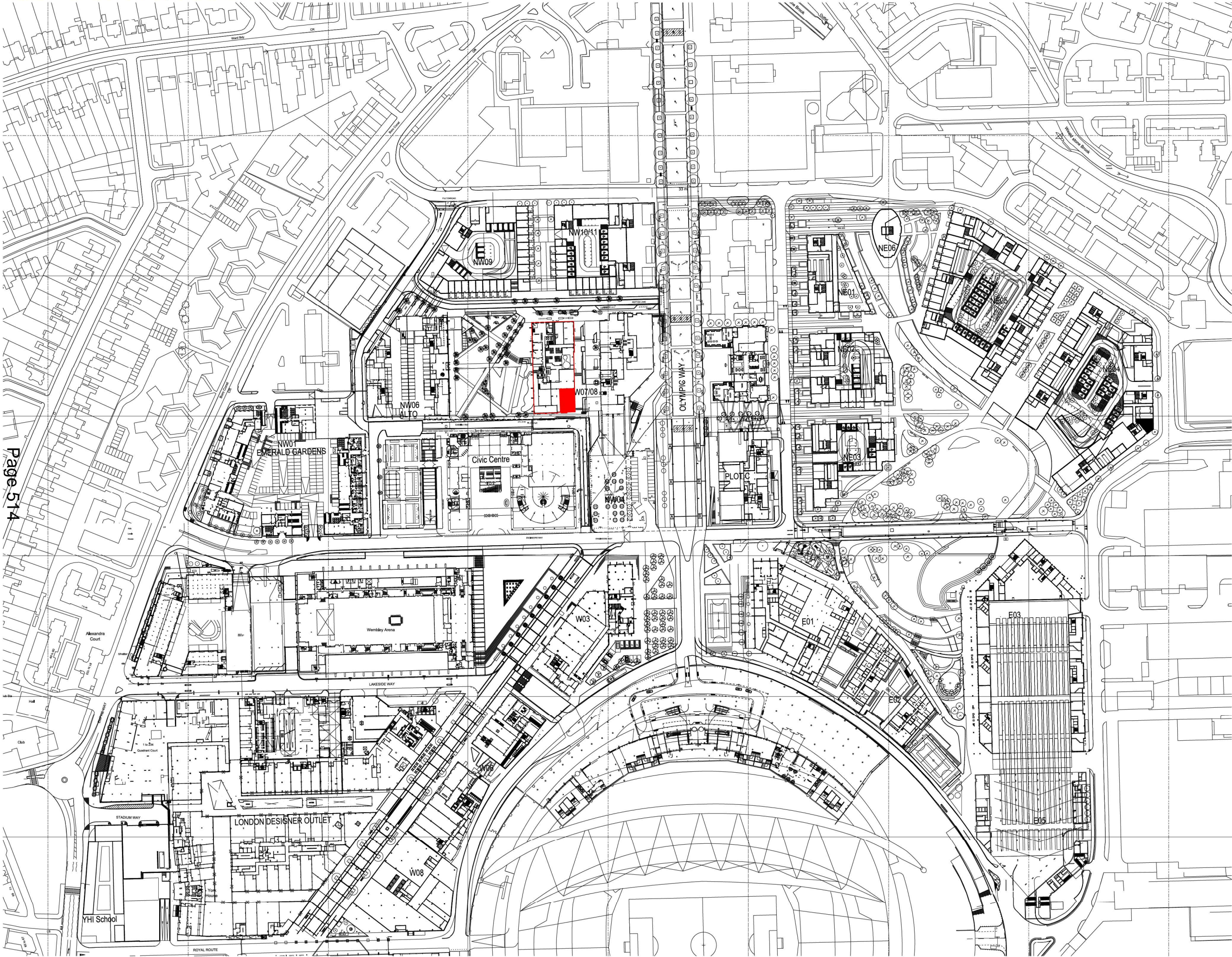
  

Job No.	Drawing No.	Revision
3 6 7 4	A T (0 3) 0 7 8 0 0	P 0 1



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Drawing Record				
Rev	Date	By	Comments	Checked
P01	05.12.2017	MS	FIRST ISSUE	LP
P02	09.02.2018	MS	ATL ISSUE	LP
P03	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- KEY:
- SITE LOCATION
  - UNIT DEMISE

Key Plan



SCALE BAR  
0 10 20 30 40 50m

**SIGNIFICANT HEALTH AND SAFETY RISKS (UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

This scheme is subject to town planning and all other necessary consents. Dimensions, area and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site. Any discrepancies or variations are to be reported to the architect before work commences. Figure dimensions only are to be taken from this drawing.

This drawing is to be read in conjunction with all relevant consultants and / or specialists drawings / documents and any discrepancies or variations are to be reported to the architect before the affected work commences.

Magnetic fields do not constitute contract documentation and updates of this data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the latest copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

PRELIMINARY

Client
QUINTAIN ESTATES
Consultants

**leslie jones**  
architecture

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title
WEMBLEY RETAIL CURATION

Drawing Title			
WEMBLEY NW07 UNIT 4 LOCATION PLAN			
Scale @ A1	Date	Drawn	Checked
1:1250	DEC 2017	MS	LP
Job No.	Drawing No.	Revision	
3 6 7 4	A T (0 3)	0 7 0 3 0 P 0 3	



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed 100mm zone allowed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed 100mm zone allowed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable.
Rooflights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Including fire lobbies to rear access.
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All energy shippers meters are by the Tenant. There is no provision for a Landlord's gas meter as each unit (4no.) have their own individual metered gas supply.
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Condenser Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas, Condenser and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required. Tenant to connect to Landlord system.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15328**

**Our ref: 01QK/149/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 14/04/2019

**Police representation to the Provisional Statement for Retail Unit 12, Construction Unit 1, Plot NW07. Exhibition Way/Weaver Walk, Wembley Park, A9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

**Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be

similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.



Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 12  
Construction Unit 4  
Plot NW07  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 12, Construction Unit 4, Plot NW07, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the service counter.

4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.
5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.
21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

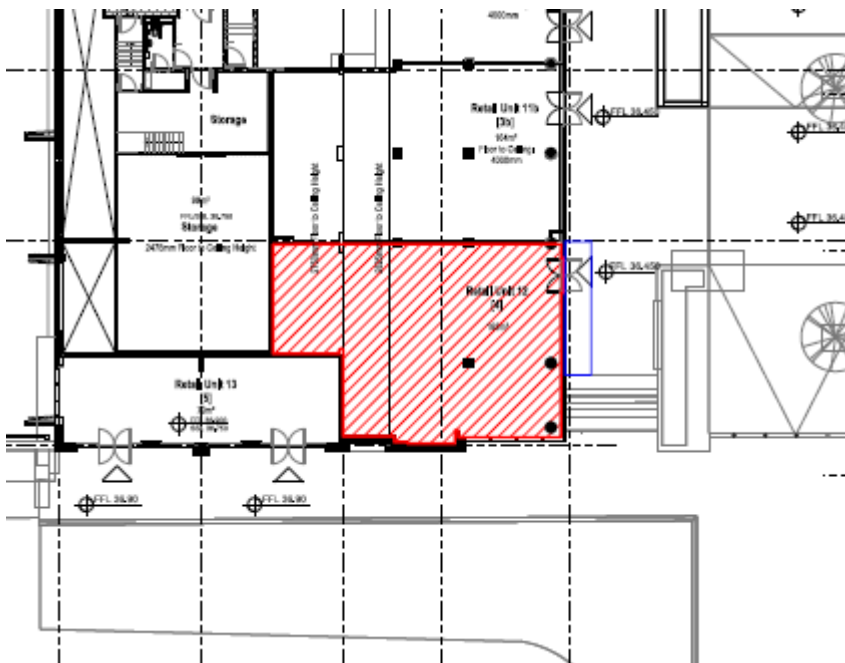
33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.

35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.
36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

**Conditions that are not applied if the premises operates solely as a restaurant**

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be the limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.

For ease of understanding which unit is being described, I have copied in the plan below:-



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:07

**To:** 'tburton 'jspiegler Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Plot NW07, Retail Unit 12 (Construction Unit 4) - 15328

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions maybe added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 13

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 3, (Construction Unit 4) Plot W03, Wembley Park Boulevard, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation



## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

<b>Postal address of premises or, if none, ordnance survey map reference or description</b>  Retail Unit 3 (construction unit 4) Plot W03 Wembley Boulevard  Wembley Park	
<b>Post town</b> LB Brent	<b>Post code</b> HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------



### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered



**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord.

Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged magenta on plan including external area (edged green).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)



**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						

## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
Thur							
Fri			<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sat							
Sun							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00				
Wed	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment (please read guidance note 5)</b>			
Thur	23:00	00:00				
Fri	23:00	00:00	<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.			
Sat	23:00	00:00				
Sun	23:00	00:00				

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Thur	10:00	00:00			
Fri	10:00	00:00	From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---



L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## **M**

Describe the steps you intend to take to promote the four licensing objectives:

### **a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)**

Please see attached schedule of conditions

### **b) The prevention of crime and disorder**

Please see attached schedule of conditions

### **c) Public safety**

Please see attached schedule of conditions

### **d) The prevention of public nuisance**

Please see attached schedule of conditions

### **e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable      Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature *Thomas and Thomas*

Date 20th March 2019

Capacity Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

Date

Capacity

<b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 14) Alun Thomas/Jack Spiegler Thomas & Thomas Partners LLP [REDACTED]	
<b>Post town</b> [REDACTED]	<b>Post code</b> [REDACTED]
<b>Telephone number (if any)</b> [REDACTED]	

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;

- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. Further information can be found at [www.brent.gov.uk/privacy](http://www.brent.gov.uk/privacy)

You are providing your information to Brent Council, contact details [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk). The Council's Data Protection Officer can be contacted via [dpo@brent.gov.uk](mailto:dpo@brent.gov.uk), or 020 8937 1402.

Your information is collected for the purpose of processing your licence application as required to fulfil the council's duties under the following legislation, statutory or contractual requirement or obligation.

#### **Legislation**

Licensing Act 2003

#### **Context**

For the processing of licensing applications and the prevention of fraud

The information may be shared with the Metropolitan Police, London Fire Brigade and teams within Brent Council, as statutory consultees, the Home Office to ascertain the right to work and HM Revenue and Customs, at their request, to identify potential fraud. The information shall be retained until the licence is surrendered and shall be processed in adherence to your legal rights, including but not limited to the right to withdraw consent, right to copies of your information and right to be forgotten. You have a right to lodge a complaint with the Information Commissioner's Office ([www.ico.org.uk](http://www.ico.org.uk))

### **Please return the completed form and any accompanying documents to:-**

Licensing Department  
Brent Council  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

**Official Use Only.**

*Plan x 2* ☐

*Advertising* ☐

*Fee* ☐

### **Provisional Statement**

**Retail Unit 3  
(construction unit 4)  
Plot W03  
Wembley Boulevard  
Wembley Park  
HA9 0FA**

#### **Proposed Licensable Activities:**

	<b>Sale of Alcohol (on &amp; off sales) Late Night Refreshment Regulated Entertainment (where required)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	10:00 – 00:00	08:00 – 00:30

#### **Conditions:**

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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
  - f. Any refusal of the sale of alcohol

- g. Any visit by a relevant authority or emergency service.
- 6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
- 7. 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.
- 8. Any socket outlets 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).
- 9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
- 10. The 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).
- 11. Where chairs and tables are provided, internal gangways are kept unobstructed.
- 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.
- 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. There shall be no licensable activities provided in the external area after 22:00 on any day.
- 16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
- 17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

**Conditions applicable on major football event days:**

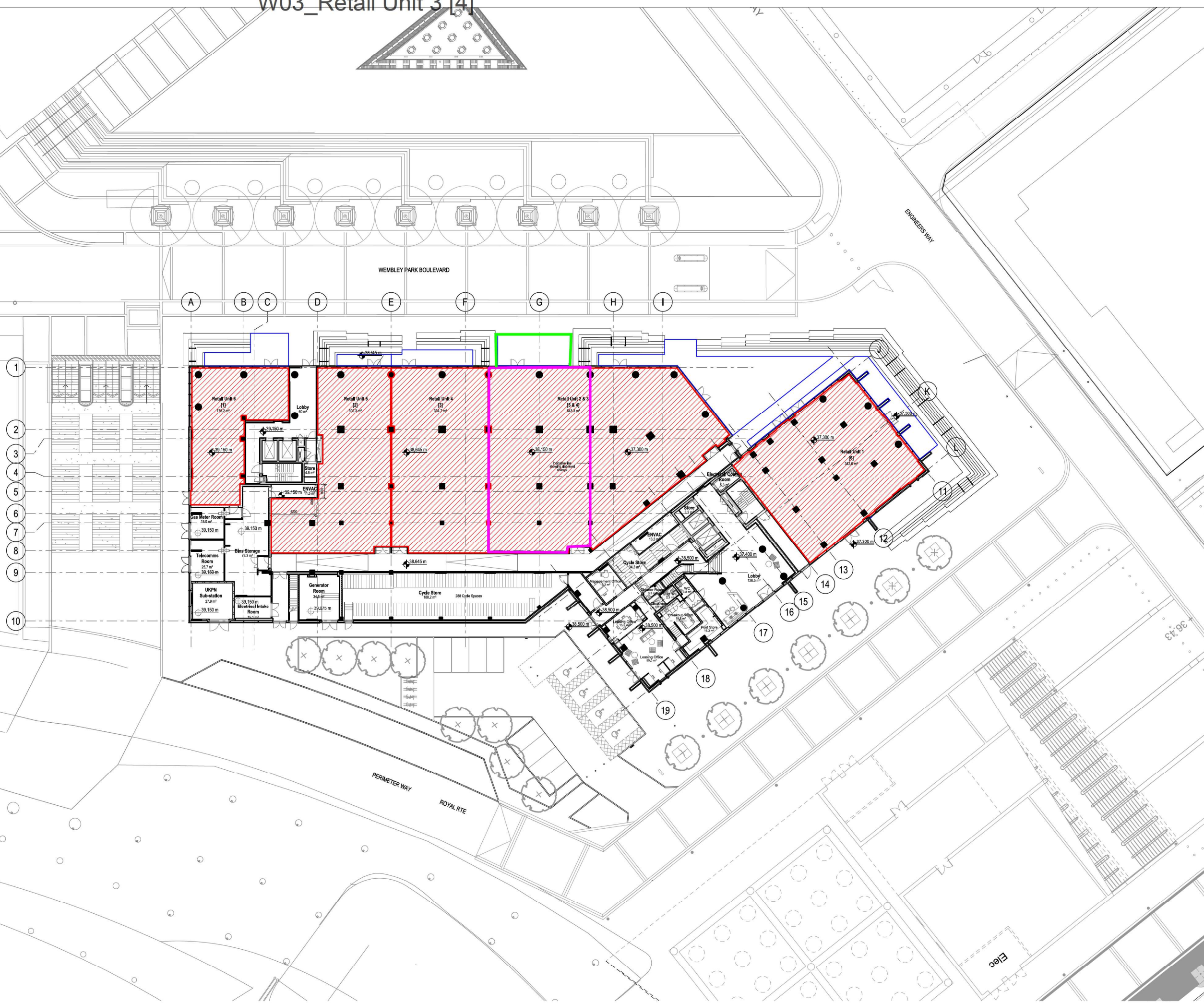
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

- 18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.
- 19. 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.
- 20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.



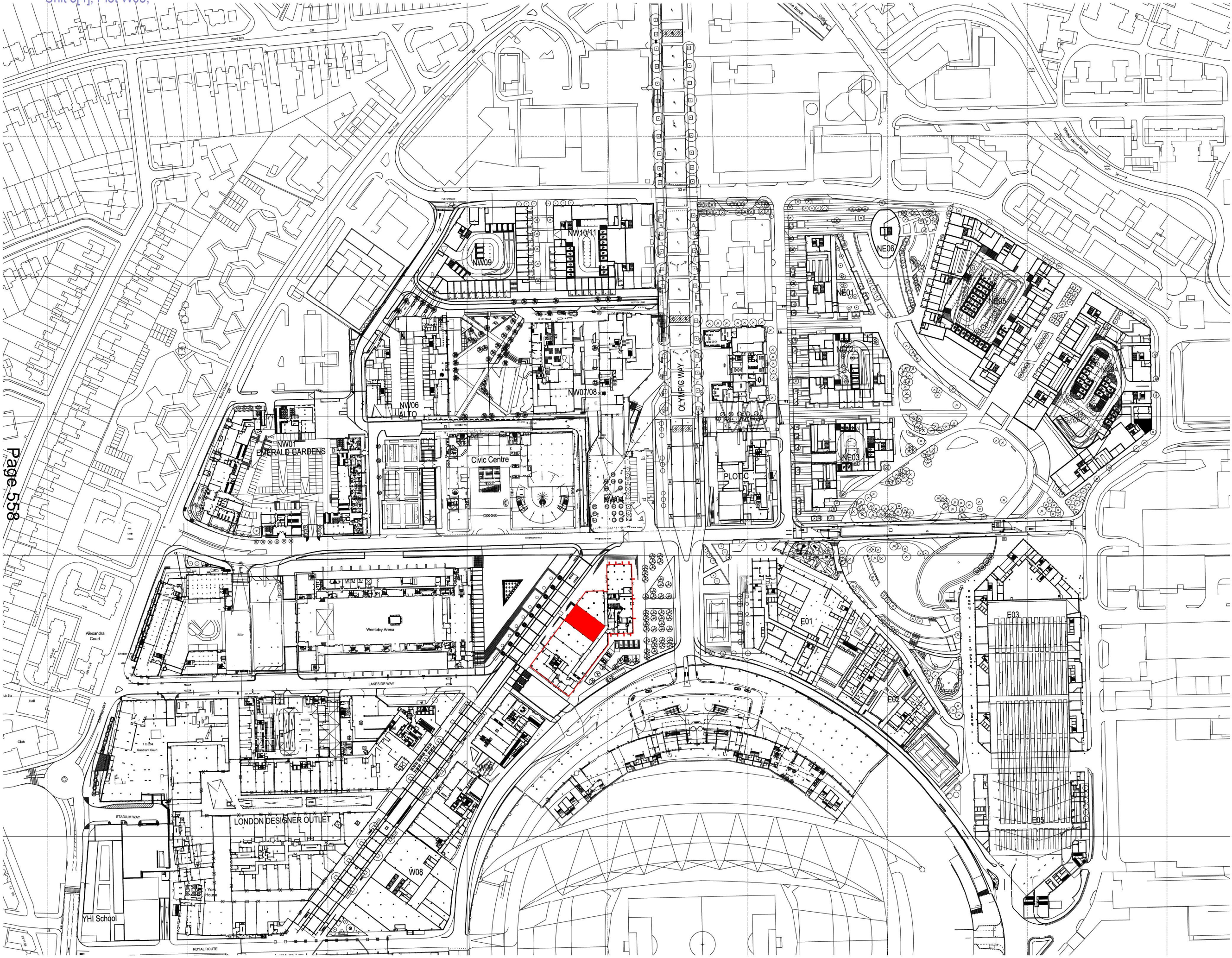
21. The DPS or deputy shall work in partnership with the Police and if necessary comply with any direction given by a senior Police Officer on duty at the event.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:
  - a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

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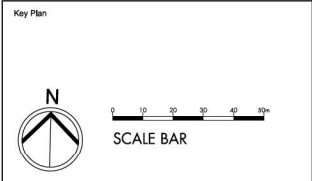
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Drawing Record				
Rev	Date	By	Comments	Checked
P01	09.02.2018	MS	FIRST ISSUE	LP
P02	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- KEY:
- SITE LOCATION
  - UNIT DEMISE



**SIGNIFICANT HEALTH AND SAFETY RISKS (UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

This scheme is subject to town planning and all other necessary consents. Dimensions, area and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site. Any discrepancies or variations are to be reported to the architect before work commences. Figure dimensions only are to be taken from this drawing.

This drawing is to be read in conjunction with all relevant consultants and / or specialists drawings / documents and any discrepancies or variations are to be reported to the architect before the affected work commences.

Magis/le Jones does not constitute contract documentation and updates of this data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the latest copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

**PRELIMINARY**

Client  
**QUINTAIN ESTATES**

Consultants

**leslie jones**  
architecture

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title  
**WEMBLEY RETAIL CURATION**

Drawing Title			
WEMBLEY W03 UNIT 4 LOCATION PLAN			
Scale @ A1 1:1250	Date JAN 2018	Drawn MS	Checked LP
Job No. 3 6 7 4	Drawing No. A T (0 3)	Revision 1 3 0 4 0 P 0 2	



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed 100mm zone allowed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed 100mm zone allowed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
Rooflights	<input type="checkbox"/>	<input type="checkbox"/>	
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required Subject to Landlord Approval.
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Including fire lobbies to rear access.
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DHN Heating	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Only capped gas and
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	louvres - no vent supplies
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tenant to connect to
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Landlord system.
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	





**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15346**

**Our ref: 01QK/153/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 14/04/2019

**Police representation to the Provisional Statement for Retail Unit 3, Construction Unit 4, Plot W03, Wembley Park Boulevard, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

**Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be

similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.

Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 3  
Construction Unit 4  
Plot W03  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 3, Construction Unit 4, Plot W03, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the serving counter.
4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.

5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.
20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.



21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.
35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.

36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

**Conditions that are not applied if the premises operates solely as a restaurant**

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be the limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.

For ease of understanding which unit is being described, I have copied in the plan below:-



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:13

**To:** 'tburton; 'jspiegler; >; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Unit 3 - Construction Unit 4 - Plot W03 - 15346

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions maybe added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 14

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 3, (Construction Unit 2) Plot W03, Wembley Park Boulevard, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation





## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

<b>Postal address of premises or, if none, ordnance survey map reference or description</b>  Retail Unit 3 (construction unit 2) Plot W03 Wembley Park Boulevard  Wembley Park	
<b>Post town</b> LB Brent	<b>Post code</b> HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------

### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered



**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord.

Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged magenta on plan including external area (edged green).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)



**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri						
Sat			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						



## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

## G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur							
Fri							
Sat							
Sun			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00				
Wed	23:00	00:00				
Thur	23:00	00:00				
Fri	23:00	00:00				
Sat	23:00	00:00				
Sun	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)			
<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)						

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Thur	10:00	00:00			
Fri	10:00	00:00	From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## **M**

Describe the steps you intend to take to promote the four licensing objectives:

### **a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)**

Please see attached schedule of conditions

### **b) The prevention of crime and disorder**

Please see attached schedule of conditions

### **c) Public safety**

Please see attached schedule of conditions

### **d) The prevention of public nuisance**

Please see attached schedule of conditions

### **e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable    Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature    *Thomas and Thomas*

Date            20th March 2019

Capacity      Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

Date

Capacity

**Contact name (where not previously given) and postal address for correspondence associated with this application** (please read guidance note 14)

Alun Thomas/Jack Spiegler  
Thomas & Thomas Partners LLP

Post town

Post code

Telephone number (if any)

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;



- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. Further information can be found at [www.brent.gov.uk/privacy](http://www.brent.gov.uk/privacy)

You are providing your information to Brent Council, contact details [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk). The Council's Data Protection Officer can be contacted via [dpo@brent.gov.uk](mailto:dpo@brent.gov.uk), or 020 8937 1402.

Your information is collected for the purpose of processing your licence application as required to fulfil the council's duties under the following legislation, statutory or contractual requirement or obligation.

**Legislation**  
Licensing Act 2003

**Context**  
For the processing of licensing applications and the prevention of fraud

The information may be shared with the Metropolitan Police, London Fire Brigade and teams within Brent Council, as statutory consultees, the Home Office to ascertain the right to work and HM Revenue and Customs, at their request, to identify potential fraud. The information shall be retained until the licence is surrendered and shall be processed in adherence to your legal rights, including but not limited to the right to withdraw consent, right to copies of your information and right to be forgotten. You have a right to lodge a complaint with the Information Commissioner's Office ([www.ico.org.uk](http://www.ico.org.uk))

## Please return the completed form and any accompanying documents to:-

Licensing Department  
Brent Council  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

**Official Use Only.**

*Plan x 2* ☐

*Advertising* ☐

*Fee* ☐

### **Provisional Statement**

**Retail Unit 5  
(construction unit 2)  
Plot W03  
Wembley Park Boulevard  
Wembley  
HA9 0FA**

#### **Proposed Licensable Activities:**

	<b>Sale of Alcohol (on &amp; off sales) Late Night Refreshment Regulated Entertainment (where required)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	10:00 – 00:00	08:00 – 00:30

#### **Conditions:**

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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
  - f. Any refusal of the sale of alcohol
  - g. Any visit by a relevant authority or emergency service.

6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
7. 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.
8. Any socket outlets 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).
9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
10. The 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).
11. Where chairs and tables are provided, internal gangways are kept unobstructed.
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.
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. There shall be no licensable activities provided in the external area after 22:00 on any day.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

**Conditions applicable on major football event days:**

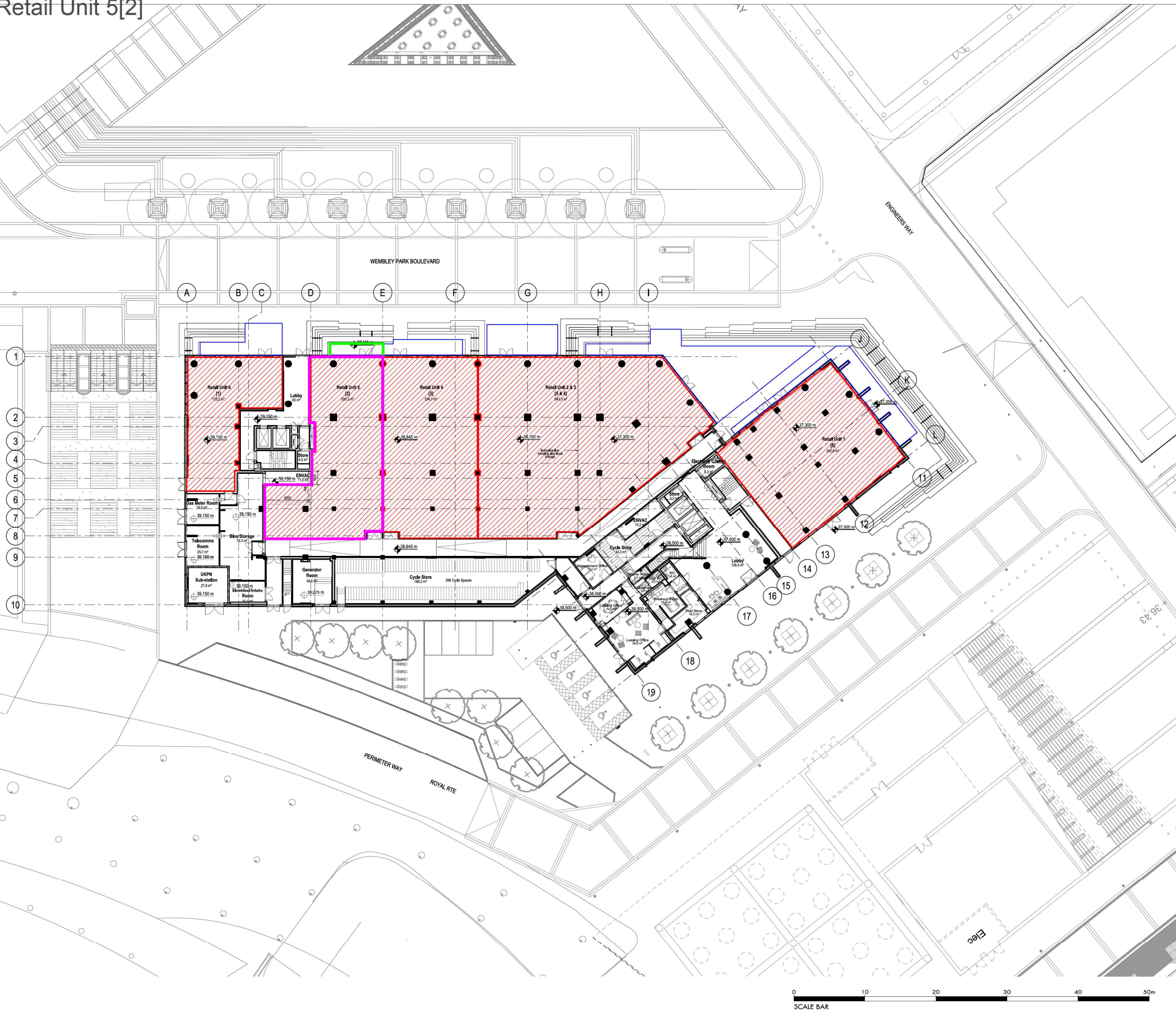
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.
19. 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.
20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.



21. 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.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:
  - a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

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KEY:

-  ALCOHOL LICENSED UNITS
-  EXTERNAL LICENSED AREAS



**SIGNIFICANT HEALTH AND SAFETY RISKS  
(UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement.

In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

## PRELIMINARY

Client

QUINTAIN ESTATES

Consultants
-------------

leslie jones  
architecture

Suite 3.02 Grand Union Studios  
332 Ladbroke Grove  
London W10 5AD

Telephone 020 7255 1150  
E-mail [admin@leslie-jones.co.uk](mailto:admin@leslie-jones.co.uk)

Job Title

WEMBLEY RETAIL CURATION

Drawing Title

WEMBLEY  
W03  
UNIT 3 SITE PLAN  
ALCOHOL LICENSED AREAS

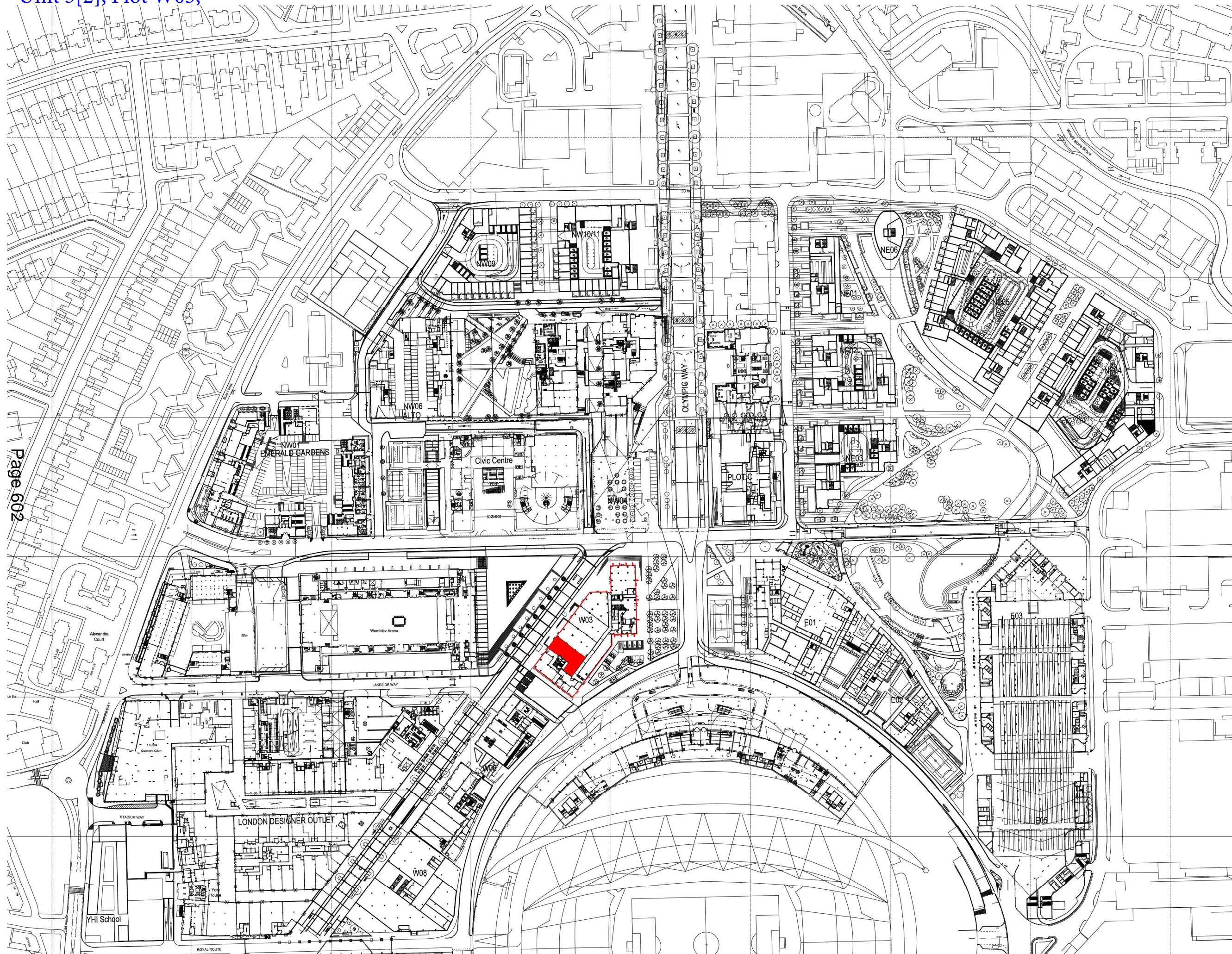
Scale @ A3	Date	Drawn	Checked
1:500	JAN 2019	AV	LP

Job No.	Drawing No.	Revision
3 6 7 4	AT(03) 1 3 8 0 0	P 0 1



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Rev	Date	By	Comments	Checked
P01	09.02.2010	MG	FIRST ISSUE	LP
P02	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP
P03	20.06.2018	MS	DRAWING TITLE UPDATED	LP

**KEY:**

-  SITE LOCATION
-  UNIT DEMISE

### Key Plan



SCALE BAR

**SIGNIFICANT HEALTH AND SAFETY RISKS  
(UNUSUAL AND DIFFICULT TO MANAGE ONLY)**

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

This scheme is subject to town planning and all other necessary consents.

This drawing is to be read in conjunction with all relevant consultants and / or specialists drawings / documents and any discrepancies or variations are to be reported to the architect before the affected work commences.

Magnetic media does not constitute contract documentation and updates to the data will occur. These files are current as of the date of issue. Your use of the content of these files is at your own risk. Reference should always be made to the hard copy which is superior to the digital format. Any document produced by yourselves which contains part or all of this data remains your responsibility and attributed to yourselves. Whilst Leslie Jones make every effort to ensure that it is scanned for viruses, we cannot guarantee that it does not contain any.

## PRELIMINARY

Client

QUINTAIN ESTATES

### Consultants

leslie jones  
architecture

Telephone 020 7255 1150  
Email [admin@leslie-jones.co.uk](mailto:admin@leslie-jones.co.uk)

Job Title

## WEMBLEY RETAIL CURATION

Drawing Title

WEMBLEY  
W03  
RETAIL UNIT 05  
BASE BUILDING UNIT 02  
LOCATION PLAN

Scale @ A1	Date	Drawn	Checked
1:1250	JAN 2018	MS	LP

Job No.	Drawing No.	Revision
3 6 7 4	AT(0 3) 1 3 0 1 0	P 0 3



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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed 100mm zone allowed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed 100mm zone allowed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
Rooflights	<input type="checkbox"/>	<input type="checkbox"/>	
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required Subject to Landlord Approval.
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Including fire lobbies to rear access.
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DHN Heating	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Only capped gas and
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	louvres - no vent supplies
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tenant to connect to
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Landlord system.
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15342**

**Our ref: 01QK/152/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 14/04/2019

**Police representation to the Provisional Statement for Retail Unit 3, Construction Unit 2, Plot W03, Wembley Park Boulevard, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

**Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be

similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.



Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 3  
Construction Unit 2  
Plot W03  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 3, Construction Unit 2, Plot W03, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the serving counter.
4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.

5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.
20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.
35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.

36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

**Conditions that are not applied if the premises operates solely as a restaurant**

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be the limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.

For ease of understanding which unit is being described, I have copied in the plan below:-



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:15

**To:** 'tburton; 'jspiegler; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Unit 3 - Construction Unit 2 - Plot W03 - 15342

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions maybe added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 15

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 6, Plot W03, Wembley Park Boulevard, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation



## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

<b>Postal address of premises or, if none, ordnance survey map reference or description</b>  Retail Unit 6 (construction unit 1) Plot W03 Wembley Park Boulevard  Wembley Park	
<b>Post town</b> LB Brent	<b>Post code</b> HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------



### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered



**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord.

Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged magenta on plan including external area (edged green).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)



**Supply of alcohol** (optional, fill in box J)



**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						

## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
Thur							
Fri			<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)				
Sat							
Sun							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00				
Wed	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment (please read guidance note 5)</b>			
Thur	23:00	00:00				
Fri	23:00	00:00	<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.			
Sat	23:00	00:00				
Sun	23:00	00:00				

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Thur	10:00	00:00			
Fri	10:00	00:00	From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---



**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## M

Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b,c,d,e)** (please read guidance note 10)

Please see attached schedule of conditions

**b) The prevention of crime and disorder**

Please see attached schedule of conditions

**c) Public safety**

Please see attached schedule of conditions

**d) The prevention of public nuisance**

Please see attached schedule of conditions

**e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable    Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature    *Thomas and Thomas*

.....

Date            20th March 2019

.....

Capacity      Solicitors on behalf of applicant

.....

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

.....

Date

.....

Capacity

.....

**Contact name (where not previously given) and postal address for correspondence associated with this application** (please read guidance note 14)

Alun Thomas/Jack Spiegler  
Thomas & Thomas Partners LLP

.....

Post town

.....

Post code

.....

Telephone number (if any)

.....

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;

- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. Further information can be found at [www.brent.gov.uk/privacy](http://www.brent.gov.uk/privacy)

You are providing your information to Brent Council, contact details [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk). The Council's Data Protection Officer can be contacted via [dpo@brent.gov.uk](mailto:dpo@brent.gov.uk), or 020 8937 1402.

Your information is collected for the purpose of processing your licence application as required to fulfil the council's duties under the following legislation, statutory or contractual requirement or obligation.

#### **Legislation**

Licensing Act 2003

#### **Context**

For the processing of licensing applications and the prevention of fraud

The information may be shared with the Metropolitan Police, London Fire Brigade and teams within Brent Council, as statutory consultees, the Home Office to ascertain the right to work and HM Revenue and Customs, at their request, to identify potential fraud. The information shall be retained until the licence is surrendered and shall be processed in adherence to your legal rights, including but not limited to the right to withdraw consent, right to copies of your information and right to be forgotten. You have a right to lodge a complaint with the Information Commissioner's Office ([www.ico.org.uk](http://www.ico.org.uk))

### **Please return the completed form and any accompanying documents to:-**

Licensing Department  
Brent Council  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

<b>Official Use Only.</b>	<i>Plan x 2</i> <input type="checkbox"/>	<i>Advertising</i> <input type="checkbox"/>	<i>Fee</i> <input type="checkbox"/>
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### **Provisional Statement**

**Retail Unit 6  
(construction unit 1)  
Plot W03  
Wembley Park Boulevard  
Wembley  
HA9 0FA**

#### **Proposed Licensable Activities:**

	<b>Sale of Alcohol (on &amp; off sales) Late Night Refreshment Regulated Entertainment (where required)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	10:00 – 00:00	08:00 – 00:30

#### **Conditions:**

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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
  - f. Any refusal of the sale of alcohol

- g. Any visit by a relevant authority or emergency service.
- 6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
- 7. 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.
- 8. Any socket outlets 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).
- 9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
- 10. The 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).
- 11. Where chairs and tables are provided, internal gangways are kept unobstructed.
- 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.
- 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. There shall be no licensable activities provided in the external area after 22:00 on any day.
- 16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
- 17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

**Conditions applicable on major football event days:**

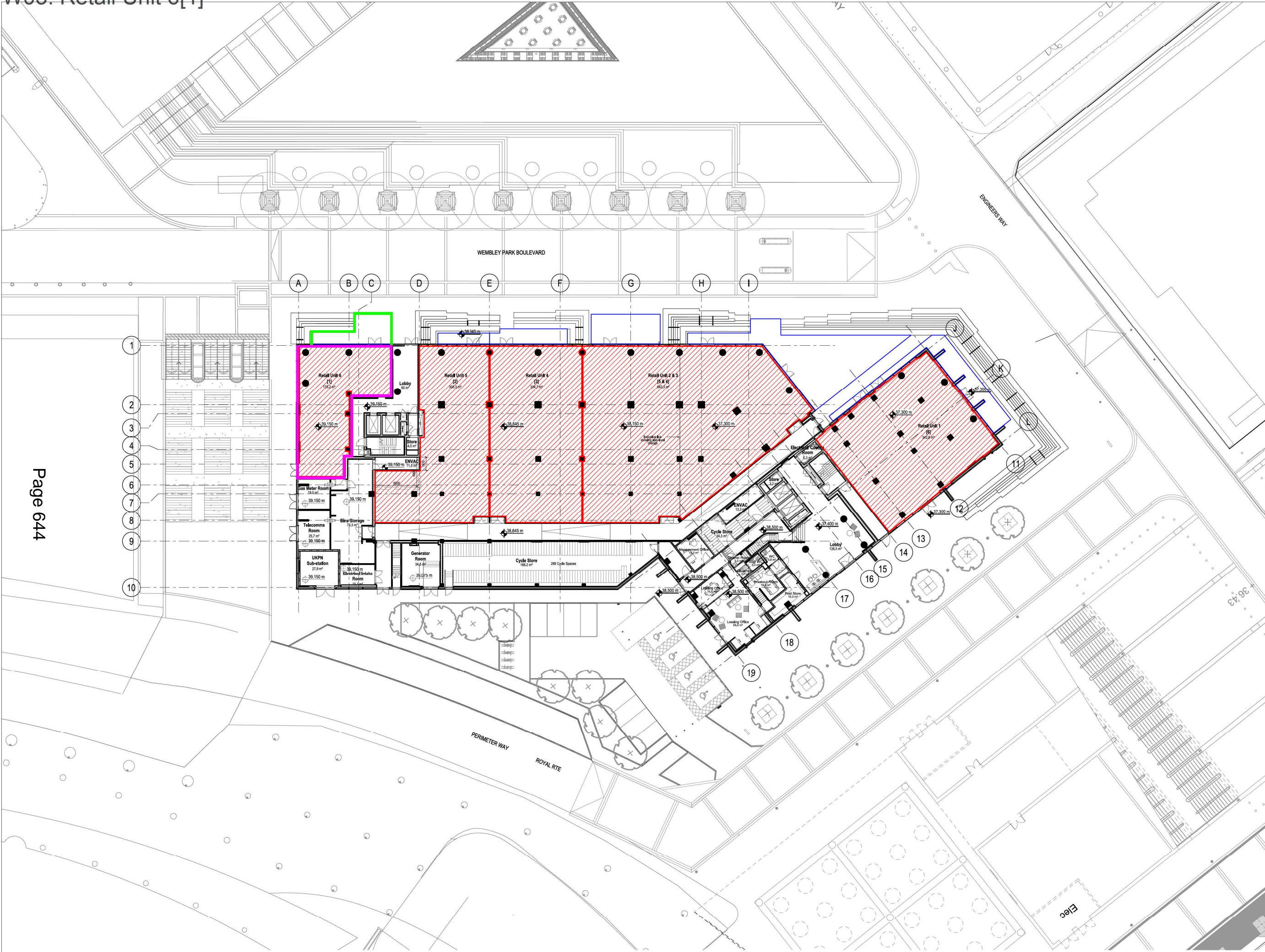
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

- 18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.
- 19. 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.
- 20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.



21. 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.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:
  - a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

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Drawing Record

Rev	Date	By	Comments	Checked
P01	08.01.2019	AV	FIRST ISSUE	LP

KEY:

ALCOHOL LICENSED UNITS

EXTERNAL LICENSED AREAS

Key Plan

N

SIGNIFICANT HEALTH AND SAFETY RISKS  
(UNUSUAL AND DIFFICULT TO MANAGE ONLY)

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

PRELIMINARY

Client

QUINTAIN ESTATES

Consultants

leslie jones  
architecture

Scale 3.02 Grand Union Studios  
332 Ladbroke Grove  
London W10 5AD

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title

WEMBLEY RETAIL CURATION

Drawing Title

WEMBLEY  
W03  
UNIT 3 SITE PLAN  
ALCOHOL LICENSED AREAS

Scale @ A3

Date

Drawn

Checked

1:500

JAN 2019

AV

LP

Job No.

Drawing No.

Revision

3 6 7 4

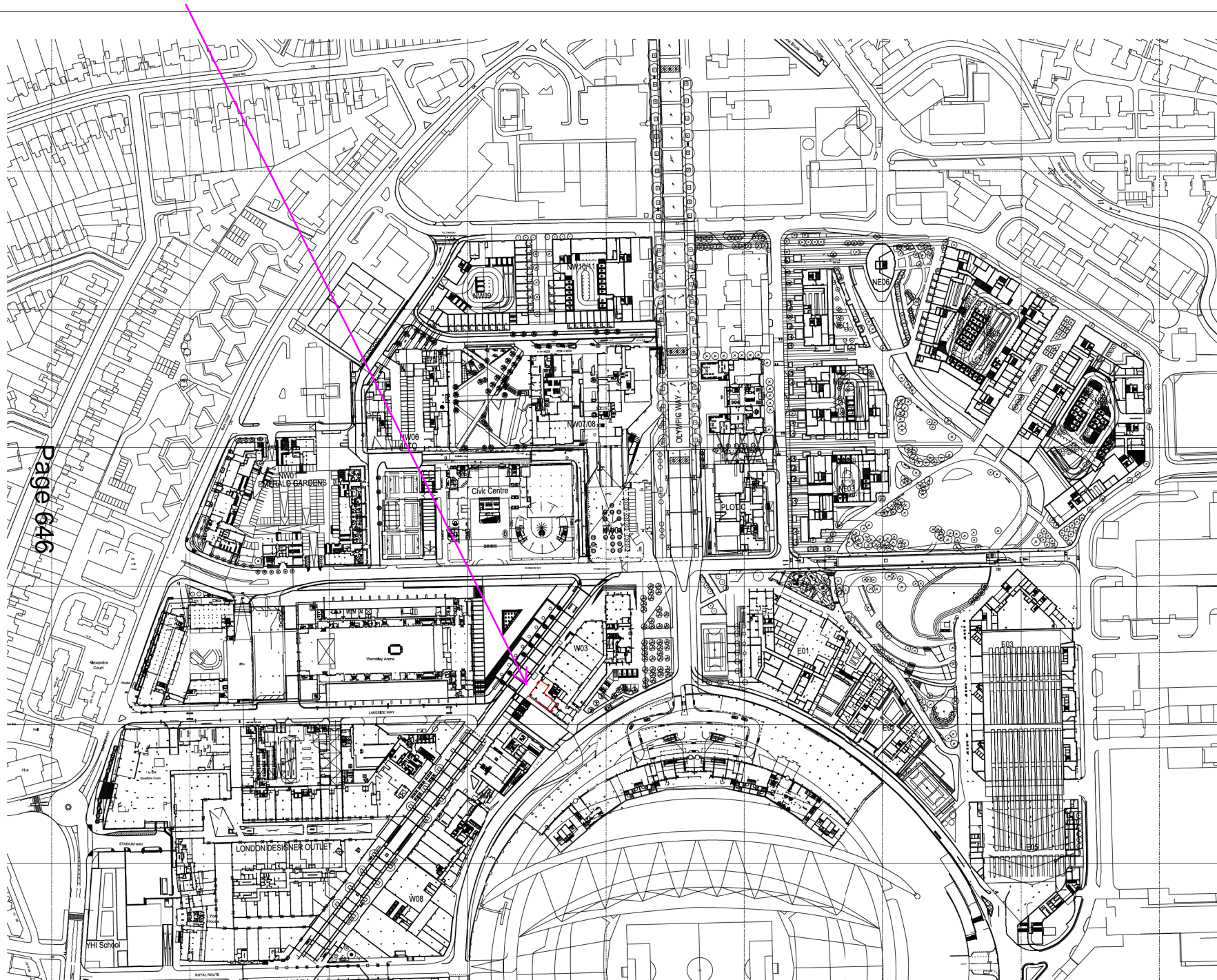
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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed 100mm zone allowed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed 100mm zone allowed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable.
Rooflights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Including fire lobbies to rear access.
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All energy shippers meters are by the Tenant. There is no provision for a Landlord's gas meter as each unit (4no.) have their own individual metered gas supply.
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DHN Heating	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required. Tenant to connect to Landlord system.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	





**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15345**

**Our ref: 01QK/146/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 14/04/2019

**Police representation to the Provisional Statement for Retail Unit 1, Construction Unit 6, Plot W03, Engineers Way, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

**Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be

similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.

Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 6  
Construction Unit 1  
Plot W03  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 6, Construction Unit 1, Plot W03, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the serving counter.
4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.

5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.
20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.



21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.
35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.

36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

**Conditions that are not applied if the premises operates solely as a restaurant**

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be the limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.

For ease of understanding which unit is being described, I have copied in the plan below:-



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:10

**To:** 'tburton; 'jspiegler; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Plot W03 Retail Unit 1 (Construction Unit 6) - 15345

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions maybe added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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# Agenda Item 16

## LICENSING ACT 2003

### Application for New Premises Licence

#### 1. The Application

Name of Applicant:	Quintain Limited
Name & Address of Premises:	Retail Unit 1, (Construction Unit 6) Plot W03, Wembley Park Boulevard, HA9 0FA
Applicants Agent:	Thomas & Thomas Partners LLP

The application is for a new premises licence for:

Recorded Music – 10:00hrs to 00:00hrs Monday to Sunday  
Late Night Refreshment – 23:00hrs to 00:00hrs Monday to Sunday  
Supply of Alcohol – 10:00hrs to 00:00hrs Monday to Sunday  
Opening Hours – 08:00hrs to 00:30hrs Monday to Sunday

#### 2. Background

The application was adjourned from 21 May to 4 June to give the responsible authorities time to consider further information submitted.

#### 3. Promotion of the Licensing Objectives

See separate sheet of conditions.

#### 4. Relevant Representations

Representations have been received from the Police, Licensing & Public Safety Officers

#### 5. Interested Parties

None

#### 6. Policy Considerations

Paragraph Nos: 7.2 8.1 – 8.4

8.1 Where responsible authorities and interested parties do not raise any relevant representations regarding the application made to the council, the council will grant the licence or certificate subject only to the conditions that are consistent with the operating schedule or club operating schedule and any mandatory conditions prescribed in the Act itself.

8.2 Where responsible authorities and interested parties raise relevant representations, the council may, if it is satisfied at a hearing or otherwise, impose conditions where considered necessary for the promotion of the licensing objectives.

8.3 Any conditions attached by the council or submitted by the applicant must focus on the direct impact of the activities taking place at licensed premises, on those attending the premises and residents and persons working in the area.

8.4 Any conditions attached to licences will be tailored to the individual needs, style and characteristics of the particular premises and events concerned and will be drawn from a 'model pool of conditions' (where appropriate) to the particular premises.

## **7. Determination of the Application**

Members can take the following steps when determining a new premises licence application:

- Attach conditions to the licence;
- exclude from the scope of the licence any of the licensable activities to which the application relates;
- refuse to specify a person in the licence as the premises supervisor;
- reject the application

## **8. Associated Papers**

- A. Application
- B. Police Representation
- C. Licensing Representation
- D. Public Safety Representation





## PROVISIONAL STATEMENT APPLICATION

Application for a provisional statement to be granted  
under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form

If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We QUINTAIN LIMITED

..... *[insert name(s) of applicant]*  
apply for a provisional statement under section 29 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

<b>Postal address of premises or, if none, ordnance survey map reference or description</b>  Retail Unit 6 (construction unit 1) Plot W03 Wembley Park Boulevard  Wembley Park	
<b>Post town</b> LB Brent	<b>Post code</b> HA9 0FA

Telephone number at premises (if any)

Non-domestic rateable value of premises

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓

- |     |   |                                     |                             |
|-----|---|-------------------------------------|-----------------------------|
| a)  | an individual or individuals*   | <input type="checkbox"/>            | please complete section (A) |
| b)  | a person other than an individual*  |                                     |                             |
|     | i. as a limited company/limited liability partnership   | <input checked="" type="checkbox"/> | please complete section (B) |
|     | ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
|     | iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
|     | iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c)  | a recognised club   | <input type="checkbox"/>            | please complete section (B) |
| d)  | a charity   | <input type="checkbox"/>            | please complete section (B) |
| e)  | the proprietor of an educational establishment  | <input type="checkbox"/>            | please complete section (B) |
| f)  | a health service body   | <input type="checkbox"/>            | please complete section (B) |
| g)  | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   | <input type="checkbox"/>            | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h)  | the chief officer of police of a police force in England and Wales  | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |   |                                     |
|---|-------------------------------------|
| ▪ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input checked="" type="checkbox"/> |
| ▪ I am making the application pursuant to a   |                                     |
| ○ statutory function or   | <input type="checkbox"/>            |
| ○ a function discharged by virtue of Her Majesty's prerogative  | <input type="checkbox"/>            |

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr ☐

Mrs ☐

Miss ☐

Ms ☐

Other title  
(for example, Rev) ☐

**Surname**

**First names**

Please tick ☒ **Yes**  
☐

**I am 18 years old or over**

**Current postal  
address  
if different from  
premises address**

**Post Town**

**Postcode**

**Daytime contact telephone number**

**E-mail address  
(optional)**

## (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name  QUINTAIN LIMITED
Address  180 Great Portland Street, London, W1W 5QZ
Registered number (where applicable)  2694983
Description of applicant (for example, partnership, company, unincorporated association)  limited company
Telephone number (if any)
E-mail address (optional)

**What is the nature of your interest in the premises?**

developer
-----------

### Part 3 – Schedule of works

#### Is the premises

Please tick ✓ Yes

- about to be constructed
- being extended or altered



**Please give details of the work and please attach plans of the work being done or about to be done at the premises**

Mixed-use development.

The works comprise of a unit with structural floor, walls, shopfront openings, exit escape/servicing access, and utility services by the landlord.

Please see appended Schedule of Works and Plan.

**Please give particulars of the premises to which the application relates** (please read guidance note 1)

Restaurant and/or bar as shown edged magenta on plan including external area (edged green).

**Which licensable activities will the premises be used for?**

Please tick ✓ Yes

**Provision of regulated entertainment**

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | plays (optional, fill in box A)   | <input type="checkbox"/>            |
| b) | films (optional, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (optional, fill in box C)  | <input type="checkbox"/>            |
| d) | boxing or wrestling entertainment (optional, fill in box D)   | <input type="checkbox"/>            |
| e) | live music (optional, fill in box E)  | <input type="checkbox"/>            |
| f) | recorded music (optional, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (optional, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(optional, fill in box H) | <input type="checkbox"/>            |

**Provision of late night refreshment** (optional, fill in box I)

☒

**Supply of alcohol** (optional, fill in box J)

☒

**In all cases complete boxes K, L and M (optional)**

**Part 4 – OPTIONAL – you may fill in this section if you choose to**

General description of premises (please read guidance note 1)

Restaurant and/or bar with external area.

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon						
Tue						
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
Thur						
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sat						
Sun						

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)			
Day	Start	Finish	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)			
Mon						
Tue						
Wed			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						



## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## E

<b>Live Music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [✓]</b> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7 )			<b>Will the performance of dance take place indoors or outdoors or both</b> – please tick [✓] (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing				
			<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	<table border="1"> <tr> <td>Indoors</td> <td></td> </tr> <tr> <td>Outdoors</td> <td></td> </tr> <tr> <td>Both</td> <td></td> </tr> </table>	Indoors		Outdoors
Indoors							
Outdoors							
Both							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)				
Mon							
Tue							
Wed							
Thur							
Fri							
Sat							
Sun			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</b>				
<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)</b>							

## I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>		Indoors	✓
					Outdoors	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	23:00	00:00				
Tue	23:00	00:00				
Wed	23:00	00:00				
Thur	23:00	00:00				
Fri	23:00	00:00				
Sat	23:00	00:00				
Sun	23:00	00:00	<b>State any seasonal variations for the provision of late night refreshment (please read guidance note 5)</b>			
<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)</b>			From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.			

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> (Please tick box ✓) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Thur	10:00	00:00			
Fri	10:00	00:00	From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.		
Sat	10:00	00:00			
Sun	10:00	00:00			

## K

<p><b>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children</b> (please read guidance note 9)</p> <p>n/a</p>
---

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variation</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	
Tue	08:00	00:30	<b>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list.</b> (please read guidance note 6)  From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	00:30	
Sat	08:00	00:30	
Sun	08:00	00:30	

## **M**

Describe the steps you intend to take to promote the four licensing objectives:

### **a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)**

Please see attached schedule of conditions

### **b) The prevention of crime and disorder**

Please see attached schedule of conditions

### **c) Public safety**

Please see attached schedule of conditions

### **d) The prevention of public nuisance**

Please see attached schedule of conditions

### **e) The protection of children from harm**

Please see attached schedule of conditions

## Checklist

Please tick ✓ Yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plans of the works to be done at the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable      Electronic submission - LA to serve RA's ☒
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

### Part 5 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature      *Thomas and Thomas*

Date              20th March 2019

Capacity      Solicitors on behalf of applicant

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature

Date

Capacity

**Contact name (where not previously given) and postal address for correspondence associated with this application** (please read guidance note 14)

Alun Thomas/Jack Spiegler  
Thomas & Thomas Partners LLP

Post town

Post code

Telephone number (if any)

## Notes for Guidance

1. Describe the premises, for example the type of premises, their general situation and layout and any other information which could be relevant to the licensing objectives. Where you are completing Part 4 and your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;



- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**Data Protection:** The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. Further information can be found at [www.brent.gov.uk/privacy](http://www.brent.gov.uk/privacy)

You are providing your information to Brent Council, contact details [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk). The Council's Data Protection Officer can be contacted via [dpo@brent.gov.uk](mailto:dpo@brent.gov.uk), or 020 8937 1402.

Your information is collected for the purpose of processing your licence application as required to fulfil the council's duties under the following legislation, statutory or contractual requirement or obligation.

#### **Legislation**

Licensing Act 2003

#### **Context**

For the processing of licensing applications and the prevention of fraud

The information may be shared with the Metropolitan Police, London Fire Brigade and teams within Brent Council, as statutory consultees, the Home Office to ascertain the right to work and HM Revenue and Customs, at their request, to identify potential fraud. The information shall be retained until the licence is surrendered and shall be processed in adherence to your legal rights, including but not limited to the right to withdraw consent, right to copies of your information and right to be forgotten. You have a right to lodge a complaint with the Information Commissioner's Office ([www.ico.org.uk](http://www.ico.org.uk))

### **Please return the completed form and any accompanying documents to:-**

Licensing Department  
Brent Council  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

**Follow the instructions in the Checklist to send the relevant copies to the Responsible Authorities. Contact details shown below:**

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL  
Tel: 020 7587 2778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 4175

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY

alcohol@homeoffice.gsi.gov.uk

**Official Use Only.**

*Plan x 2* ☐

*Advertising* ☐

*Fee* ☐

### **Provisional Statement**

**Retail Unit 6  
(construction unit 1)  
Plot W03  
Wembley Park Boulevard  
Wembley  
HA9 0FA**

#### **Proposed Licensable Activities:**

	<b>Sale of Alcohol (on &amp; off sales) Late Night Refreshment Regulated Entertainment (where required)</b>	<b>Opening Hours</b>
<b>Monday – Sunday</b>	10:00 – 00:00	08:00 – 00:30

#### **Conditions:**

1. Food and 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.
2. Off-sales of alcohol in sealed containers only.
3. 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. All recordings shall be made available for viewing no later than 24 hours from request.
4. 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.
5. 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
  - f. Any refusal of the sale of alcohol

- g. Any visit by a relevant authority or emergency service.
- 6. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
- 7. 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.
- 8. Any socket outlets 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).
- 9. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified.
- 10. The 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).
- 11. Where chairs and tables are provided, internal gangways are kept unobstructed.
- 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.
- 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. There shall be no licensable activities provided in the external area after 22:00 on any day.
- 16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
- 17. Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

**Conditions applicable on major football event days:**

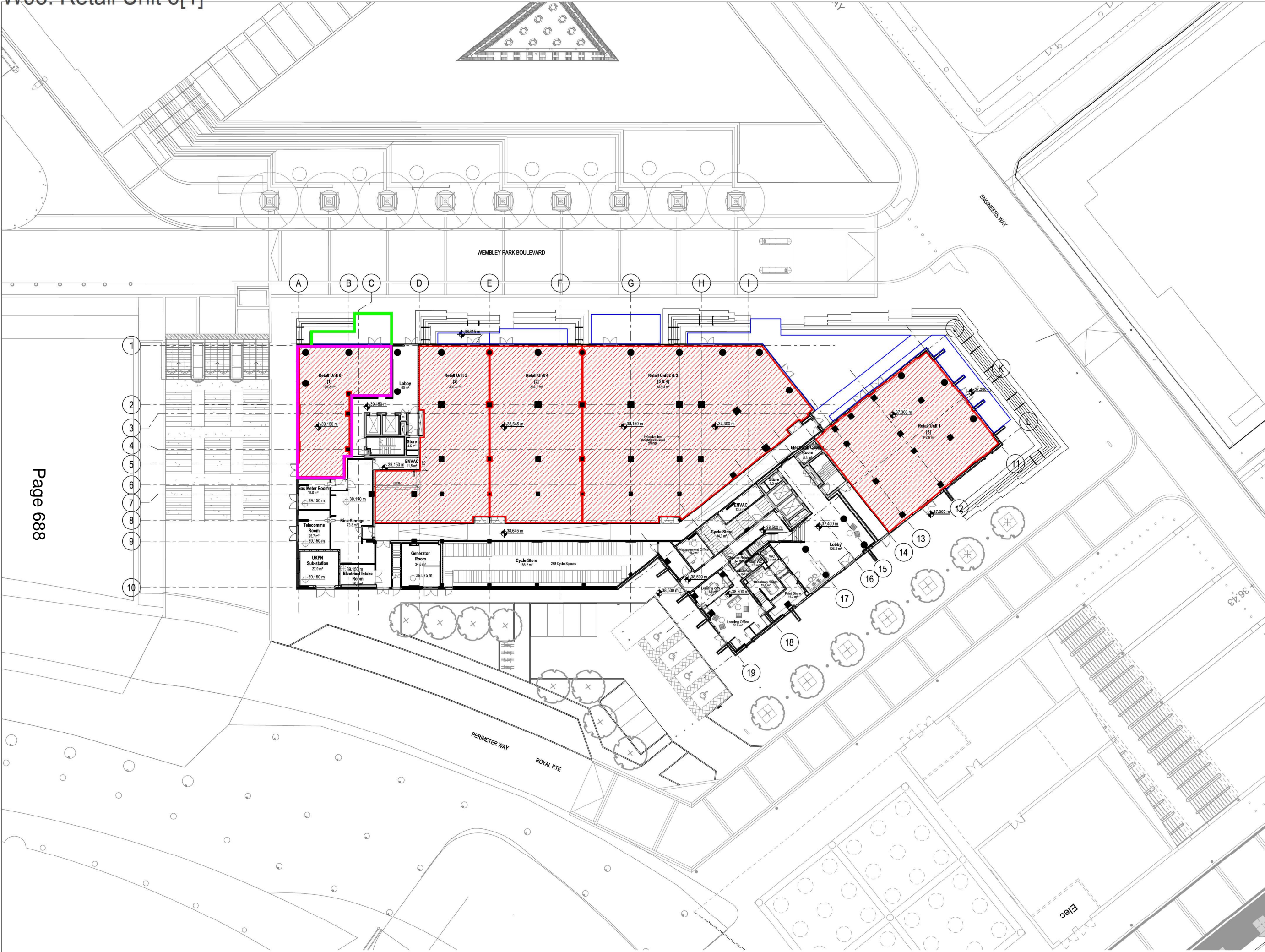
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

- 18. At least [TBA] SIA registered supervisor shall be on duty until 30 minutes after the premises is closed for licensable activities.
- 19. 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.
- 20. SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

21. 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.
22. Moveable furniture in designated external areas shall be removed.
23. Customers will not take open drink containers containing alcohol outside the premises except to external areas as defined on the plan submitted to and approved by the Licensing Authority.
24. Except when the premises or part thereof is operating as a restaurant with alcohol supplied ancillary to table meals:
  - a) the premises (or part thereof) will 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;
  - b) no drinks shall be served in glass containers;
  - c) the premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.
25. The premises will not broadcast the football match being held at Wembley Stadium on live television.
26. A personal licence holder shall be present on the premises to supervise the sale of alcohol.

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Drawing Record

Rev	Date	By	Comments	Checked
P01	08.01.2019	AV	FIRST ISSUE	LP

KEY:

ALCOHOL LICENSED UNITS

EXTERNAL LICENSED AREAS

Key Plan

N

SIGNIFICANT HEALTH AND SAFETY RISKS  
(UNUSUAL AND DIFFICULT TO MANAGE ONLY)

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement. In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

PRELIMINARY

Client

QUINTAIN ESTATES

Consultants

leslie jones  
architecture

Scale 3.02 Grand Union Studios  
332 Ladbroke Grove  
London W10 5AD

Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

Job Title

WEMBLEY RETAIL CURATION

Drawing Title

WEMBLEY  
W03  
UNIT 3 SITE PLAN  
ALCOHOL LICENSED AREAS

Scale @ A3

Date

Drawn

Checked

1:500

JAN 2019

AV

LP

Job No.

Drawing No.

Revision

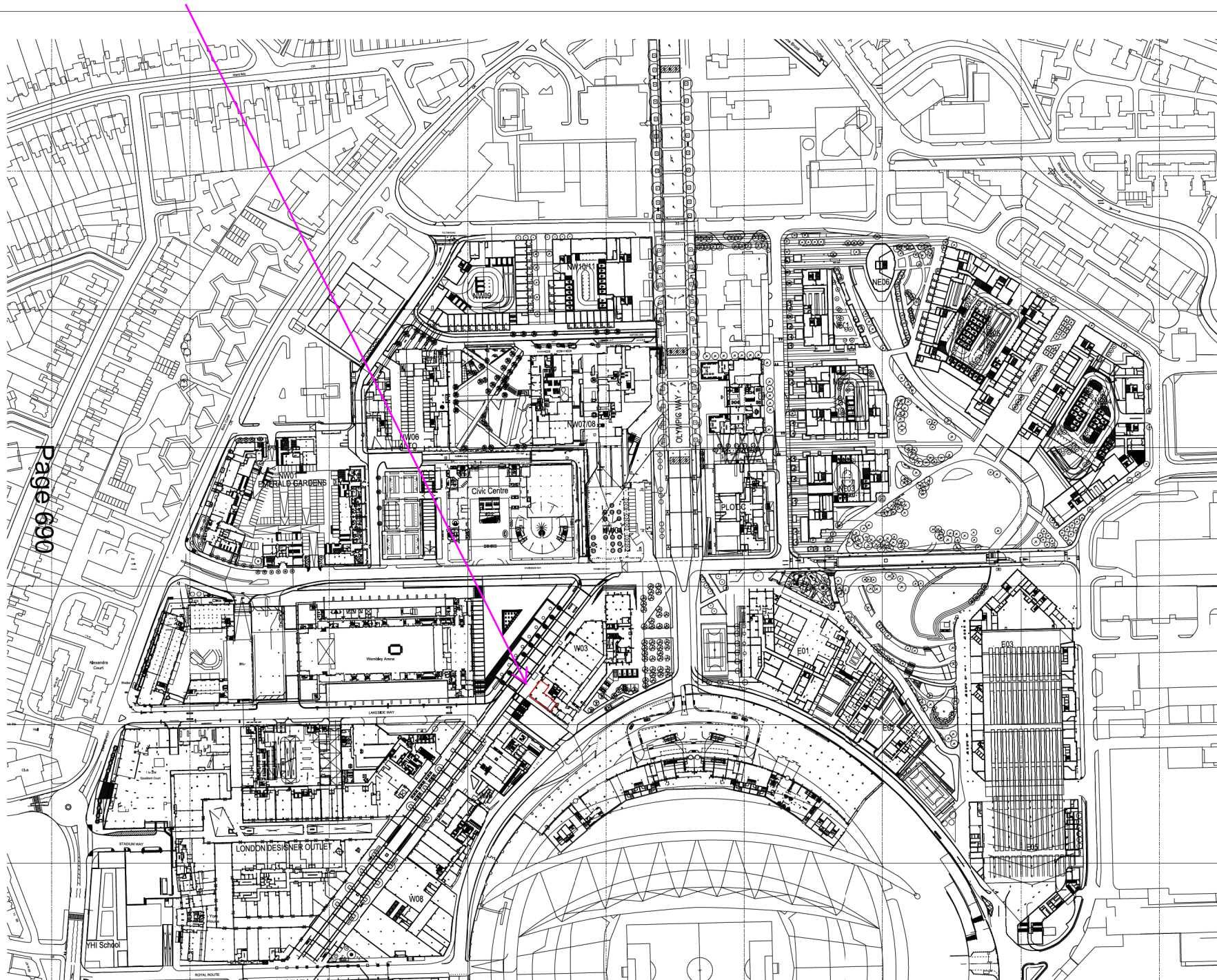
3 6 7 4

A T (0 3)

1 3 8 0 0 P 0 1

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Scale @ A1	Date	Drawn	Checked
1:1250	JAN 2018	MS	LP

Job No.	Drawing No.	Revision
3 6 7 4	AT(0.3) 1.3 0.0 0	P 0.1

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## TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant.
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Rooflights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable.
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Internal walls:</b>			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Internal doors:</b>			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Including fire lobbies to rear access.

ELEMENT	Landlord	Tenant	Comments
<b>Finishes:</b>			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All energy shippers meters are by the Tenant. There is no provision for a Landlord's gas meter as each unit (4no.) have their own individual metered gas supply.
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DHN Heating	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required. Tenant to connect to Landlord system.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

**The Licensing Authority**

*Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex  
HA9 0FJ*

**Your ref: 15345**

**Our ref: 01QK/146/19/2157**

**Brent Borough Licensing  
NW CU**

*South Harrow Police Station  
74 Northolt Road  
South Harrow  
HA2 0DN*

**Tel:** 07824868710

**Email:** [nicola.mcdonald@met.police.uk](mailto:nicola.mcdonald@met.police.uk)

NWmailbox.brentlicensing@met.police.uk

**Web:** [www.met.police.uk](http://www.met.police.uk)

**Date:** 14/04/2019

**Police representation to the Provisional Statement for Retail Unit 1, Construction Unit 6, Plot W03, Engineers Way, HA9 0FA.**

I certify that I have considered the application shown above and **I 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.

Officer: **Nicola McDonald**  
**Licensing Constable PC 157QK**

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 provisional statement has been submitted under section 29 of the act.

The Police representations are concerned with all four of the licensing objectives.

***Police require the following points should be included in the operating schedule or added as conditions on the premises licence.***

**Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

**Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item. Likewise the name of the Designated Premises Supervisor (D.P.S.) should be



similarly displayed. This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

#### **Major Event at Wembley Stadium**

This has to be a key factor in this application due to the proximity of the venue to the national football stadium and risks associated with alcohol consumption at events. Security industry authorised door supervisors employed on the premises will support staff during these busy days to manage the numbers of customers within the venue, implement a controlled queuing system and deter crime and disorder.

#### **Non standard timings**

**Police consider that the premises opening for 40.5 hours from 0800 hours on New Years Eve to 0030hours on 2<sup>nd</sup> January to be excessive. Police suggest that licensable activities be extended and cease at 0330hrs on 1<sup>st</sup> January the premises close to the public at 0400 hours. Standard timings for licensable activities then resume.**

**SIA registered door supervisors of suitable gender mix shall be on duty from 2100hours until 30 minutes after the premises is closed for licensable activities.**

**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.**

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

#### **Police request the following conditions be attached to annex 2 of the premises licence**

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.

CCTV cameras shall be installed to cover the entrance of the premises and the external areas

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.

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 premises 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.

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.

A capacity specific risk assessment shall be conducted by a professional qualified risk assessor. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of

staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

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.

Notices asking customers to leave quietly shall be conspicuously displayed at all exits.

There shall be no regulated entertainment provided in the external part of the premises

The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.

After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

A sign stating “No proof of age – No sale” shall be displayed at the point of sale.

A “Challenge 25” policy shall be adopted and adhered to at all times.

Customers shall not be permitted to take open vessels outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

Alcohol shall not be available for any customer when the premises are open primarily for use by persons under the age of 18.

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.

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

No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.

No children shall be permitted on the premises unless accompanied by a responsible adult.

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;

- Proof of Identity (valid driver's licence/ passport etc.)
- Proof of address (recent utility bill/ council tax letter/ statement etc.)
- Deposit paid by card
- Signed agreement to the venues terms and conditions of venue hire

**Conditions for Major football event days at Wembley stadium if the premises are operating as a bar:**

SIA registered door supervisors of suitable gender mix shall be on duty until 30 minutes after the premises is closed for licensable activities.

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.

SIA supervisors shall wear clothing that can be clearly and easily identified on CCTV.

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area, the number of smokers limited to a maximum of 10 at any one time.

The premises will only take one set of supporters 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.

No drinks shall be served in glass containers.

The premises will stop the sale of alcohol one hour before the advertised kick off time and not re-start until 15 minutes after the game starts.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

**Conditions for Major football event days at Wembley stadium if the premises are operating as a restaurant:**

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.

Moveable furniture in designated external areas shall be removed.

Use of the external area is not permitted except for use as a designated smoking area (no drinking vessels in the external area) the number of smokers limited to a maximum of 10 at any one time.

The venue shall not show televised football matches on football event days.

A personal licence holder shall be present on the premises to supervise the sale of alcohol.

No vertical drinking within the entire premises.

Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.

The supply/sale of alcohol shall be by waiter or waitress service only.



Yours Sincerely

**Nicola McDonald PC 2157QK**  
**Licensing Constable Brent Police**

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Retail Unit 6  
Construction Unit 1  
Plot W03  
Engineers Way/Wembley Park Boulevard  
Wembley Park  
HA9 0FA

10 April 2019

**Licensing Representation to the Application for a new Premises Licence for Retail Unit 6, Construction Unit 1, Plot W03, Engineers Way/Wembley Park Boulevard, Wembley Park HA9 0FA**

I certify that I have considered the application shown above and I wish to make a representation.

**An officer of the Licensing Authority, 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 Act.**

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following be included as conditions on the premises licence:

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
2. 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 premises 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.
3. The CCTV system shall provide coverage of the customer entrance(s) to the premises and the serving counter.
4. The CCTV system shall be capable of obtaining clear facial recognition images of every person entering the premises.

5. All windows shall remain closed during any licensable activity.
6. Customers shall not be permitted to take open drink containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to at all times.
9. Substantial food and non-intoxicating beverages shall be available during the whole of licensed hours in all parts of the premises where intoxicants are provided.
10. The premises shall provide chairs and tables for customer use.
11. 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.
12. A clear and unobstructed view into the premises shall be maintained at all times.
13. There shall be no regulated entertainment provided in the external part of the premises
14. 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) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment
  - (h) any visit by a relevant authority or emergency service.
15. 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.
16. No noise or vibration shall be detectable at any neighbouring noise sensitive premises.
17. The placing of bottles into receptacles outside the building shall not be permitted between 20.00hrs hours and 08.00 hours the following morning.
18. The premises dispersal policy shall be kept and made available to police and authorised officers from Brent Council
19. The external areas shall cease use at 21.00hrs and all tables and chairs must be removed.
20. After 21.00hrs when the external area is no longer in use, a designated smoking area will be limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area.

21. When SIA Security are deployed, they shall wear clothing that can be clearly and easily identified on CCTV.
22. 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.

### **Wembley Stadium Event Day Specific Conditions**

23. On Wembley Stadium event days a barrier will be placed between those customers in the external area and the public highway.
24. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
25. On football event days at Wembley stadium the venue will 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.
26. On Wembley Stadium event days, SIA door supervisors of a suitable number and gender and other suitable measures shall be put in place after undertaking a sufficient and suitable risk assessment based on the proposed event at the Stadium, which promotes all four licensing objectives. This risk assessment shall be provided to the Licensing Police and authorised Council officers at least 7 days before the event.
27. The venue will not show televised football matches on football event days.
28. On Wembley Stadium Event days no drinks shall be served in glass containers.
29. 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.
30. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
31. On Wembley Stadium event days, a risk assessment will be undertaken based on the proposed event and will be provided to police or authorised council officers at least 7 days before the event.
32. On Wembley Stadium event days no children shall be admitted unless accompanied by a responsible adult.

### **Additional Conditions to be added if premises is solely to be used as a restaurant**

33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.
35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation of alcoholic beverages.

36. Signs must be displayed at suitable points along the bar reading, 'Service is by waiter / waitress service only. Customers are not permitted to sit, stand or be served from the bar.'
37. No vertical drinking within the entire premises, including the external area.
38. On football event days, no drinks shall be served other than in plastic/polycarbonate or toughened glass in the external area.

**Conditions that are not applied if the premises operates solely as a restaurant**

39. On Wembley event days no drinks shall be served other than in plastic/polycarbonate or toughened glass
40. On football event days the premises will stop the sale of alcohol (1) one hour before the advertised kick off time, and will not resume the sales of alcohol until (15) fifteen minutes after the kick off time.
41. On football event days the designated smoking area will be the limited to 10 persons in the front external area. No alcohol will be allowed in the smoking area. The smoking area will be supervised by SIA.
42. On football event days at Wembley stadium the venue will 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.
43. On Wembley Stadium Event days no drinks shall be served in glass containers.

For ease of understanding which unit is being described, I have copied in the plan below:-



In order for the Licensing Team to withdraw this representation, it will be necessary for you to confirm that you accept the above conditions in writing.

Yours sincerely



Susana Figueiredo  
Licensing Inspector  
Regulatory Services

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**From:** Pearce, Chris

**Sent:** 25 March 2019 16:10

**To:** 'tburton; 'jspiegler; Legister, Linda <Linda.Legister@brent.gov.uk>; Business Licence <business.licence@brent.gov.uk>

**Subject:** Provisional Statement - Plot W03 Retail Unit 1 (Construction Unit 6) - 15345

Dear Sirs

I refer to the application for a new licence for the above named premises. After assessing the application, the Public Safety Team will be making the following representations to the Licensing Authority on the grounds of Public Safety.

Providing the licensee is willing to accept the following conditions Public Safety Team would withdraw the representation.

- The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
- The 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).
- Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
- If roller shutter are provided as an entrance/exit they shall be fixed/locked up in the open position whilst the public are on the premises.
- No person shall be permitted to sit on the floor, on stairs or in gangways and passageways.
- Where chairs and tables are provided, internal gangways are kept unobstructed
- A capacity specific assessment shall be conducted and approved by the Licensing Authority prior to the consultation end date. This assessment shall be completed by a competent person and show all calculations used to reach the final capacity and reference the guidance used to achieve this figure. This assessment shall be appraised annually or at the time of any building or layout structural works.
- Further conditions maybe added on when the plans/construction/use has been finalised.

In order for the Public Safety Team to withdraw this representation, it will be necessary for you or your client to **confirm in writing or via Email** that you accept the above licence conditions.

We will require these conditions to appear on the licence schedule should the licence be granted.

Please let me know if I can assist you further.

Kind regards

Mr Chris Pearce  
Public Safety Officer  
Regeneration & Environmental Services

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