



## Alcohol and Entertainment Licensing Sub-Committee

**Tuesday 21 May 2019 at 10.00 am**

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

### Membership:

#### Members

Councillors:

Ahmed (Chair)  
Hector  
W Mitchell Murray

#### Substitute Members

Councillors:

Allie, Chohan, Kennelly, Long, 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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**[www.brent.gov.uk/committees](http://www.brent.gov.uk/committees)**

**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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<b>2 Declarations of Interests</b>	
Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.	
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| 9  | 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                   | 259 - 296 |
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| 11 | 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 | 341 - 384 |
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| 13 | 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                       | 429 - 470 |
| 14 | 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 | 471 - 516 |

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.

## LICENSING ACT 2003

### Application for the Review a Premises Licence

Name of Applicant:	Metropolitan Police
Name & Address of Premises:	Cedar Grocery Store, 160-162 Manor Park Road, NW10 4JT
Applicants Agent:	

#### 1. Application

The application is for the review of a premises licence held by Mr Nana Darko Agyei. The premises are known as Cedar Grocery Store 162 Manor Park Road NW10 4JT.

#### 2. Grounds for Review

The grounds for review are the Prevention of Crime and Disorder and Public Safety.

#### 3. Relevant Representations

Representations have been received from The Police and the Licensing Officer.

#### 4. Background

These premises are currently licensed for the sale of alcohol from 08:00hrs to 23:00hrs Monday to Saturday and from 10:00hrs to 22:30hrs Sunday.

The Designated Premises Supervisor is Mr Nana Darko Agyei.

#### 5. Associated Papers

- A. Copy of Review Application
- B. Police Representation
- C. Licensing Representation
- D. Copy of Current Licence
- E. OS Map

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**APPLICATION FOR A REVIEW OF A  
PREMISES LICENCE OR CLUB PREMISES CERTIFICATE  
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 Police Constable Nicola McDonald on behalf of the Commissioner of the Metropolitan Police Service

apply for the review of a premises licence under section 51 of the Licensing Act 2003 for the premises described in Part 1 below.

**Part 1 – Premises or club premises details**

Postal address of premises or, if none, ordnance survey map reference or description –  
Cedar Grocery Store  
160-162 Manor Park Road  
Harlesden

Post town  
London

Post code  
NW10 4JT

Name of premises licence holder or club holding club premises certificate –  
Nana Darko AGYEI

Number of premises licence or club premises certificate -

**153631**

## Part 2 - Applicant details

I am

Please tick ✓ yes

1) an individual, body or business which is not a responsible authority (please read guidance note 1, and complete (A) or (B) below)

- a) a person living in the vicinity of the premises ☐
- b) a body representing persons living in the vicinity of the premises ☐
- c) a person involved in business in the vicinity of the premises ☐
- d) a body representing persons involved in business in the vicinity of the premises ☐

2) a responsible authority (please complete (C) below)

**X**

3) a member of the club to which this application relates (please complete (A) below)

☐

### (A) DETAILS OF INDIVIDUAL APPLICANT (fill in as applicable)

Please tick ✓ yes

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other title (for example, Rev) ☐

**Surname**

**First names**

I am 18 years old or over

Please tick ✓ yes

☐

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

**Post town**

**Post Code**

**Daytime contact telephone number**

**E-mail address (optional)**

**(B) DETAILS OF OTHER APPLICANT**

Name and address
Telephone number (if any)
E-mail address (optional)

**(C) DETAILS OF RESPONSIBLE AUTHORITY APPLICANT**

Nicola McDonald PC2157NW NWCU Police Licensing Unit South Harrow Police Station 74 Northolt Road South Harrow HA2 0DN
Telephone number (if any) <b>0208 7334530</b>
E-mail address (optional) Nicola_mcdonald@met.police.uk

**This application to review relates to the following licensing objective(s)**

- 1) the prevention of crime and disorder
- 2) public safety
- 3) the prevention of public nuisance
- 4) the protection of children from harm

Please tick one or more boxes ✓

**X**  
**X**

**Please state the ground(s) for review (please read guidance note 1)**

Cedar Grocery Store 160 – 162 Manor Park Road, currently has a Premise Licence to sell alcohol from 0800 hours to 2300 hours Monday to Saturday and 1000 hours to 2230 hours on Sundays.

The Premises Licence holder (PLH) has been held by Mr Nana Darko AGYEI since he transferred the premises licence in to his name in October 2018.

The Designated Premises supervisor (DPS) is also Mr Nana Darko AGYEI.

Alcohol is authorised to be supplied for consumption off of the premises and should not be sold in open containers.

The current operation in the shop is failing to promote two of the licensing objectives protecting public safety and prevention of Crime and Disorder.

The plans attached to Annex 4 of the current premise licence are not a true likeness of the premises. Major construction work has taken place at the premises. The one shop 160-162 Manor Park Road has been divided in to two separate shops. Cedar Grocery remaining at 160 and a barbers shop called Ike star now situated in 162. Also the depth/ rear of both shops has altered with the introduction and removal of stud walls. **However it is important to note that both premises can be accessed from each shop through connecting doors and rooms towards the rear of the shops.** Mr Nana Darko AGYEI has been told on several occasions from both the licensing authority and Police, that until Annex 4 is updated with plans reflecting the layout of the venue he cannot conduct licensable activities. Any display of supply of alcohol would be contrary to Section 136 of the Licensing Act 2003. Mr Nana Darko AGYEI has committed offences contrary to section 136 Licensing Act 2013 on several occasions. He leaves persons working alone in the shop whom he has not given written authority to sell alcohol, these persons have no licensing legislation knowledge, they have not been given any training.

Police conducted a search, with a search warrant issued by Brent Magistrates, at the premises and discovered a large amount of Class A and Class B drugs and a cannabis factory.

Mr Nana Darko AGYEI fails to operate a responsible licensed venue in an area that suffers alcohol and drug fuelled crime and antisocial behaviour.

Police intervention via these means is in response to the severity of the crime, to prevent a rapid escalation and risk of putting the public at harm.

Police request the premises licence to be revoked.

These recommendations are proportionate and valuable in the upholding of the licensing objectives

**Police reserve the right to give evidence on any further incidents which may take place at, or in the vicinity of the premises, between the service of this application and the hearing and/or during the time allowed for any appeal proceedings.**



**Please provide as much information as possible to support the application** (please read guidance note 2)

### **Summer 2018**

The premises were closed to the public and building work appeared to be taking place.

### **13<sup>th</sup> September 2018**

Premises Licence surrendered.

### **17<sup>th</sup> September 2018**

Licensing authority visited the premises and gave **written advise** to the proposed new owner [REDACTED] he had 28 days to transfer the premises licence under section 42 Licensing Act, vary the premises licence under section 34 Licensing Act to change the designated premises supervisor and submit new plans for the premises (after the internal alterations). Or the new owner could apply for a new premises licence under section 17 Licensing Act.

### **17<sup>th</sup> October 2018**

Application submitted by Mr Nana Darko AGYEI to transfer the premises licence in to his name.

### **20<sup>th</sup> November 2018**

Application submitted by Mr Nana Darko AGYEI under section 34 Licensing Act 2003 to vary the premises licence to add himself as the designated Premises Supervisor.

### **14<sup>th</sup> December 2018**

Police and Licensing Authority visited the shop. It was open to the public and alcohol was on display and being sold. One male member of staff who claimed to be 'just helping out', he gave his name as [REDACTED]. He told officers to wait and he made a phone call to a person he said was 'the manager'. Officers waited for some time at the shop and was then joined by a female who gave her name as [REDACTED]. Neither of these people owned a personal licence to sell alcohol. [REDACTED] told Officers that the owner, Nana, was at church and she would pass on message. The premises licence could not be produced for Officers to examine. Part B of the premises licence that was displayed behind the counter was out of date (details of the previous premises licence holder and DPS) these are offence under section 57(4) and 57(7) Licensing Act 2003.

A thorough licensing inspection of the premises was conducted, Officers used their own Part A of the premises licence they had taken along to the venue. There are 14 conditions under Annex 2 of the licence. None of the conditions could be shown to be implemented in accordance with the authority. **Warning letter** sent to Mr Nana Darko AGYEI (see attached NM/1)

Officers left their details for Mr Nana Darko AGYEI to contact them. [REDACTED] and [REDACTED] were told that all alcohol have to be covered and supply of alcohol could not take place, not only because of breaches of the conditions but because new plans were required to be submitted by way of a premises licence application.

### **19<sup>th</sup> December 2018**

Mr Nana Darko AGYEI had not contacted Licensing Officers.

Email sent asking for him to contact Police for a possible meeting on 20<sup>th</sup> December 2018.

Police did not have any response to that email.

### **2<sup>nd</sup> January 2019**

Licensing Authority received an incorrect application. The applicant was sent a thorough email explaining the correct requirements. See attached NM/2

### **26<sup>th</sup> February 2019**

Police and Licensing Authority Officers visited the shop at 1900hrs. Premises open to the public, alcohol being sold and on display. One member of staff called [REDACTED] claimed 'he was

not working just helping out'. He had no licensing knowledge or experience selling alcohol. There was no improvement to fulfilling the licensing conditions since the visit on 14<sup>th</sup> December 2018. However that was irrelevant because the Premise Licence Holder Mr Nana Darko AGYEI has still not submitted a new premises licence application with new plans as requested on 2<sup>nd</sup> January. [REDACTED] contacted [REDACTED] who he described as 'the boss' who came to shop from another premise in Park Parade Harlesden. He was advised the premises was not licensed to supply or display alcohol. [REDACTED] said he was completely confused as to what he should do to obtain the correct authority. Arrangements were made for him and Mr Nana Darko AGYEI to attend Brent Civic Centre the following day. Officers explained it was very difficult to accept this as an excuse, plenty of advice had been given however it was very difficult to actually speak to the premises licence holder face to face. Arrangements made to meet with both [REDACTED] and the premises licence holder the following day at Brent Civic Centre.

### **27<sup>th</sup> February 2019**

Meeting at LBB Civic Centre with [REDACTED] and Nana Darko Agyei. The whole process was explained in detail. They explained that they are business partners and will be applying together for the premises licence. They were advised why the licensing authority were unable to process the application submitted in January 2019, however it had been returned with a letter detailing corrections required before it could be process but neither male had acted on that advise. Clear direction was given how to advertise the application.

They were advised that they cannot supply or display alcohol at the above premise until the application for a new premise licence is granted, which could exceed the 28 days consultation period.

Officers explained what possible conditions we may propose in a letter of representation and it is imperative that staff employed are trained to sound knowledge in licensing matters or hold a personal licence.

### **28<sup>th</sup> February 2019**

A warrant issued by Brent Magistrates under Misuse of Drugs Act was executed by Police officers.

In the store room at the rear of this premise numerous established cannabis plants were seized, other class B and class A illegal drugs, and drug paraphernalia connected to the production of illegal drugs. **See NM/3**

### **9<sup>th</sup> March 2019**

I was in full uniform and visited the premises, it was open to the public. There was no alcohol on display. In the shop was the male I had met on 26<sup>th</sup> February who gave his name as [REDACTED]. Also on the premises was [REDACTED]. I asked to see the back of the premises where the drugs had been seized. [REDACTED] lead me through the shop he used a key in his possession to unlock a Chubb lock on an internal door, this led through to a dark passage and then to the right were two small rooms both with open doorways. In the first room I saw several grow bags and large plant pots (items that had not been seized by Police). In the second room there was numerous household items and babies toys/equipment. There were numerous stud walls. These rooms at the rear of the shop were connecting and led me to the rear of the barbers' shop which was open to the public.

A licensed premise must be operated responsibly and proficiently. The business has been managed/organised by persons who are showing blatant disregard to the law and permitting serious crime within the premises. It would be completely inappropriate for this venue to be permitted authority to supply alcohol and would undermine the licensing authorities expectations and policy.

Have you made an application for review relating to the premises before

☐

If yes please state the date of that application

Day	Month	Year
28	03	2009

**If you have made representations before relating to the premises please state what they were and when you made them**

Police applied for a premises licence review 28/3/2009. This went to review hearing on 25/07/2009. The panel attached conditions to the premises licence.

Please tick ✓ yes

- I have sent copies of this form and enclosures to the responsible ☒ authorities and the premises licence holder or club holding the club premises certificate, as appropriate
- I understand that if I do not comply with the above requirements my ☐ application will be rejected

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**Part 3 – Signatures** (please read guidance note 3)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (please read guidance note 4). 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 6)

**Post town**

**Post Code**

**Telephone number (if any)**

**If you would prefer us to correspond with you using an e-mail address your e-mail address (optional)**

**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

## Notes for Guidance

1. The ground(s) for review must be based on one of the licensing objectives.
2. Please list any additional information or details for example dates of problems which are included in the grounds for review if available.
3. The application form must be signed.
4. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
5. This is the address which we shall use to correspond with you about this application.

**Please return the completed form and any accompanying documents to the following address with a copy to the premises licence holder / Club that the application relates to:-**

Safer Streets (Licensing)  
Brent Council  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

☎ 020 8937 5359

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

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

**Please follow the instructions in the checklist on page 14 to submit 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 8555 1200 x38778

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

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

Area Planning Service  
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



Nana Darko Agyei  
Cedar Liquor Store  
160 -162 Manor Park Road  
London  
NW10 4JT

28<sup>th</sup> February 2018

Our Ref: Premise Licence Number 153631

Dear Mr Agyei,

**Licensing Act 2003 – Breach of Premise Licence**

**Re: Cedar Liquor Store, 160 -162 Manor Park Road, London, NW10 4JT**

I am writing to confirm my visit with Brent Licensing Police Officer, PC Nicola McDonald on Friday 14<sup>th</sup> December 2018 in the presence of [REDACTED] and [REDACTED] who both confirmed they did not hold a personal licence.

During our visit, it has been noted a number of conditions embedded on the premise licence were breached. Please refer to the comments under each condition below:

**Conditions Embedded on the Premise Licence (Part A):**

- 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 licensing officers if requested. **Not Verified.**
- 2 A CCTV camera shall be installed to cover the entrance of the premises. **Not Verified.**
- 3 A sign stating “No proof of age – No sale” shall be displayed at the point of sale. **Breached**
- 4 A “Challenge 21” policy shall be adopted and adhered to. **Breached**
- 5 A refusal book shall be kept and maintained. **Breached**
- 6 No high strength beers, lagers, and ciders above 6.0% ABV shall be stocked or sold with the exception of  
Guinness Foreign Extra Stout (Dublin) 7.5% ABV  
Imported Guinness (Nigeria) 7.5% ABV  
Dragon Stout 7.5% ABV  
Brothers Pear Cider 7% ABV.  
**Breached**

- 7 "Raid Control" crime prevention measures shall be installed and all staff given adequate training for its implementation. **Breached**
- 8 The licensee shall keep an incident book which shall be made available to the Police and Licensing Authority. **Breached**
- 9 A clear and unobstructed view into the premises shall be maintained at all times. **Breached**
- 10 A suitable intruder alarm complete with panic button shall be fitted and maintained. **Breached**
- 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. **Breached**
- 12 The premises shall be staffed by a minimum of two persons after 18:00 hours. **Breached**
- 13 A personal licence holder fluent in English shall be present on the premises and supervise the sale of alcohol throughout the permitted hours for the sale of alcohol. **Breached**
- 14 All deliveries shall take place during the normal working day (i.e. 09:0 to 18:00 daily). **Not Verified.**

In light of the breaches above, it is an offence to expose alcohol for unauthorised sale under **Section 137 of the above Act:**

- (1) A person commits an offence if, on any premises, he exposes for sale by retail any alcohol in circumstances where the sale by retail of that alcohol on those premises would be an unauthorised licensable activity.
- (2) For that purpose a licensable activity is unauthorised unless it is under and in accordance with an authorisation.

**A person guilty of an offence under this section is liable on summary conviction to imprisonment for a term not exceeding six months or to an unlimited fine or to both.**

Furthermore, you were requested to submit a **variation application** to vary the address/plan of the premise. Our records indicate that this has not been fulfilled.

Since our visit, PC McDonald has sent you an email on Wednesday 19<sup>th</sup> December 2018 requesting to meet you in person to discuss our concerns as a matter of urgency followed by a telephone voicemail on Thursday 20<sup>th</sup> December 2018. We have not received a response from you.

If we do not hear from you in due course, we will have no option but to consider enforcement action in the form of a review or/and prosecution.

I look forward to hearing from you.

Yours faithfully,





Esther Chan  
Licensing Inspector  
Planning, Transportation & Licensing

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**From:** business.licence@brent.gov.uk [mailto:business.licence@brent.gov.uk]  
**Sent:** 02 January 2019 14:34  
**To:** @gmail.com  
**Cc:** Chan, Esther <Esther.Chan@brent.gov.uk>; Patel, Yogini <Yogini.Patel@brent.gov.uk>;  
NWMailbox.LicensingBrent@met.police.uk  
**Subject:** NM2 Incorrect application

Dear Sir

Thank you for your email but unfortunately we cannot process this as a variation to the existing licence. If the premises has been separated into two addresses this will invalidate any licence that existed for 160-162.

You will therefore need to make an application for a New Premises Licence. I have attached the correct application form and Vary DPS consent form which needs to be completed and returned with the new plan and fee. Please note that if the licence is being made by an individual, you will also need to provide proof of right to work (guidance notes attached).

I have also attached the advertising templates for the poster (which needs to be printed on pale blue paper) and the newspaper notice which needs to be in the newspaper within 10 working days of the application be submitted and verified.

Please note, you will not be able to sell alcohol until this matter has been resolved.

If you prefer to send the application back by email, please ensure that the application form is scanned as one complete document and not individual pages. We cannot accept each page separately. If you cannot scan as one document, please send the application by post.

If you have any questions, please let me know.

Kind Regards

Gillian Murray  
Administration Officer (Licensing)  
Planning, Licensing & Transportation  
Brent Council

(020) 8937 5359  
[www.brent.gov.uk](http://www.brent.gov.uk)

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Nana Darko Agyei  
Cedar Grocery Store  
160-162 Manor Park Road  
London  
NW10 4JT

15<sup>th</sup> April 2019

Case Reference: 15407

**Licensing Representation to the Application to Review the Premises Licence for the Cedar Grocery Store, 160-162 Manor Park Road, NW10 4JT**

I certify that I have considered the application shown above and I wish to make representations that the likely effect of the review of the application is detrimental to the Licensing Objectives for the reasons indicated below.

Licensing Inspector: Esther Chan

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 to review the premises licence under section 51 of the Act.**

**Licensing Inspector's Comments:**

The Licensing Authority is making this representation in support of Brent Police Licensing Department in relation of the review of the premise licence related to Cedar Grocery Store, 160-162 Manor Park Road, NW10 4JT.

We believe that this review is necessary given the way the premise is being managed and would invite the Licensing Committee to take the steps it deems appropriate and proportionate to promote the licensing objectives.

**History**

On 13<sup>th</sup> September 2018, the Licensing Authority received written notification from the previous premise licence holder to surrender the premise licence at Cedar Grocery Store, 160 -162 Manor Park Road, NW10 4JT.

On 17<sup>th</sup> September 2018, I conducted a visit to the premise subsequent to the notification to surrender the premise licence. At the time of my visit, the premise was open to the public. Alcohol was exposed for sale. I was advised by a member of staff that [REDACTED] was in charge of the premise.

Following my visit, [REDACTED] contacted me via telephone. He was advised to cease supply of alcohol until the Licensing Authority are in receipt of an application to transfer the application and vary the DPS (designated premise supervisor) or alternatively he can apply for a new premise licence.

On 17<sup>th</sup> October 2018, the Licensing Authority received an application to transfer the premise licence to Mr Nana Darko Agyei.

On 20<sup>th</sup> November 2018, the Licensing Authority received an application to vary the DPS to Mr Nana Darko Agyei.

On Friday 14<sup>th</sup> December 2018 at approximately 17:00hrs, I conducted an unannounced visit with PC Nicola McDonald to the premises. The premise was open to the public, alcohol was exposed on display for sale. A female member of staff known to be [REDACTED] was sitting behind the counter. She claimed to be 'helping out' and does not get paid. [REDACTED] confirmed she did not hold a personal licence. [REDACTED] made a call to the 'manager'.

At 17:10hrs, the manager known to be [REDACTED] appeared on site. She confirmed she also did not hold a personal licence. PC McDonald and I were advised by [REDACTED] that the owner 'Nana' was at church and she would pass on a message to contact PC McDonald.

During our inspection, it was identified that a number of conditions embedded on the Premise Licence were not met. Furthermore, the plan connected to the premise licence had substantially changed. It was apparent that the premises had been divided into two separate shops. Cedar Grocery Store remained at 160 Manor Park Road and a barbers called called Ike Star was trading at 162 Manor Park Road. As a result, [REDACTED] was warned to cover all the alcohol on display and not supply alcohol due to the number of breaches identified alongside an invalid plan.

On 19<sup>th</sup> December 2018, I was copied into an email from PC McDonald requesting the licensee to attend Brent Civic Centre on 20<sup>th</sup> December 2018 to discuss matters concerning the premise licence. We did not receive a reply from Mr Agyei to confirm his availability.

On 21<sup>st</sup> December 2018, I sent a warning letter via post and email to Mr Agyei confirming my visit with PC McDonald on Friday 14<sup>th</sup> December 2018 (Exhibit EC/NDA/01).

On 2nd January 2019, the Licensing Authority sent an email to Mr Agyei advising him that a variation application would not be accepted as two addresses would invalidate the licence and an application for a new premise licence would be required instead (Exhibit EC/NDA/02).

On Tuesday 26<sup>th</sup> February 2019 at approximately 19:00hrs, PC McDonald and I revisited the premise which was open to the public and alcohol was exposed for sale. A male member of staff

known to be [REDACTED] was behind the counter. He claimed 'he was not working, just helping out'. He was not able to demonstrate he had any licensing knowledge or experience selling alcohol. Since our visit on 14<sup>th</sup> December 2018, there was no evidence to indicate that the licensee had satisfy the conditions on the premise licence and moreover, he had not submitted an application for a new premise licence, which he was advised by the Licensing Authority on 2<sup>nd</sup> January 2019.

[REDACTED] contacted the [REDACTED] who he referred as 'the boss' who was working at another premise located in Park Parade, Harlesden. After the telephone call, [REDACTED] came to the premise to see us and told us that Mr Agyei was conducting church duties. [REDACTED] appeared confused when we explained why alcohol could be supplied and sold at the premie. He advised me that an application had been sent to the Council and attempted to show me the evidence on his mobile phone. Even if an application had been received, there was no blue public notice displayed on the premise to meet advertising requirements. I advised [REDACTED] that I would check at the office and arranged a meeting with him, Mr Agyei and PC McDonald on Wednesday 27<sup>th</sup> February 2019 to discuss licensing matters.

On Wednesday 27<sup>th</sup> February 2019, a meeting was held at Brent Civic Centre with PC McDonald, [REDACTED] Mr Agyei and I to discuss the requirements for a new premise licence. It was confirmed at the meeting that the Licensing Authority had not received an application for a new premise licence and why the application submitted to the Licensing Authority in January 2019 was rejected.

[REDACTED] & Mr Agyei confirmed that they are business partners and will be applying together for the new premise licence. PC McDonald and I explained issues identified at our visits and explained the application process. PC McDonald and I made it very clear that all alcohol must be removed and not sold until the application for a new premise licence is granted. We advised them what possible conditions may be proposed as part of our representation and highlighted the importance of employing staff with sound licensing knowledge or hold a personal licence.

Following the meeting, I sent an email to both [REDACTED] & Mr Agyei confirming the above matters discussed on the same day (Exhibit EC/NDA/03).

***The Licensing Authority have not received the application form for a new premise licence to date.***

On 26<sup>th</sup> March 2019, the Licensing Authority received the Review Application from the Metropolitan Police based on the objectives related to the prevention of crime and disorder and public safety.

On Monday 15<sup>th</sup> April 2019, I conducted a visit to the premise at approximately 9:00hrs. The premise was closed and a notice served by the Bailiffs was displayed on the front shutter, which suggest the premise has closed down (Exhibits EC/NDA/04 & EC/NDA/05).

## **Summary**

To summarise, the Licensing Authority makes representation to support this application it is evident that the Premise Licence Holder has undermined the licensing objectives by ignoring requirements under the Licensing Act 2003.

The Licensing Police Officer and Brent Council Licensing Officer have taken time and exhausted every avenue to help the licence holder uphold the licensing objectives. However, the evidence presented by the Metropolitan Police show that the premise was clearly used for illegal activities.

The Licensing Authority agree with the Licensing Police that revoking the premise licence is the only option.

Yours faithfully,



Esther Chan  
Licensing Inspector  
Planning, Transportation & Licensing





Brent Civic Centre  
Engineers Way  
Wembley  
Middlesex HA9 0FJ

TEL 020 8937 5303

EMAIL [esther.chan@brent.gov.uk](mailto:esther.chan@brent.gov.uk)

WEB [www.brent.gov.uk](http://www.brent.gov.uk)

Nana Darko Agyei  
Cedar Liquor Store  
160 -162 Manor Park Road  
London  
NW10 4JT

28<sup>th</sup> February 2018

Our Ref: Premise Licence Number 153631

Dear Mr Agyei,

**Licensing Act 2003 – Breach of Premise Licence**

**Re: Cedar Liquor Store, 160 -162 Manor Park Road, London, NW10 4JT**

I am writing to confirm my visit with Brent Licensing Police Officer, PC Nicola McDonald on Friday 14<sup>th</sup> December 2018 in the presence of [REDACTED] and [REDACTED] who both confirmed they did not hold a personal licence.

During our visit, it has been noted a number of conditions embedded on the premise licence were breached. Please refer to the comments under each condition below:

**Conditions Embedded on the Premise Licence (Part A):**

- 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 licensing officers if requested. **Not Verified.**
- 2 A CCTV camera shall be installed to cover the entrance of the premises. **Not Verified.**
- 3 A sign stating “No proof of age – No sale” shall be displayed at the point of sale. **Breached**
- 4 A “Challenge 21” policy shall be adopted and adhered to. **Breached**
- 5 A refusal book shall be kept and maintained. **Breached**
- 6 No high strength beers, lagers, and ciders above 6.0% ABV shall be stocked or sold with the exception of  
Guinness Foreign Extra Stout (Dublin) 7.5% ABV  
Imported Guinness (Nigeria) 7.5% ABV  
Dragon Stout 7.5% ABV  
Brothers Pear Cider 7% ABV.  
**Breached**

- 7 "Raid Control" crime prevention measures shall be installed and all staff given adequate training for its implementation. **Breached**
- 8 The licensee shall keep an incident book which shall be made available to the Police and Licensing Authority. **Breached**
- 9 A clear and unobstructed view into the premises shall be maintained at all times. **Breached**
- 10 A suitable intruder alarm complete with panic button shall be fitted and maintained. **Breached**
- 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. **Breached**
- 12 The premises shall be staffed by a minimum of two persons after 18:00 hours. **Breached**
- 13 A personal licence holder fluent in English shall be present on the premises and supervise the sale of alcohol throughout the permitted hours for the sale of alcohol. **Breached**
- 14 All deliveries shall take place during the normal working day (i.e. 09:0 to 18:00 daily). **Not Verified.**

In light of the breaches above, it is an offence to expose alcohol for unauthorised sale under **Section 137 of the above Act:**

- (1) A person commits an offence if, on any premises, he exposes for sale by retail any alcohol in circumstances where the sale by retail of that alcohol on those premises would be an unauthorised licensable activity.
- (2) For that purpose a licensable activity is unauthorised unless it is under and in accordance with an authorisation.

**A person guilty of an offence under this section is liable on summary conviction to imprisonment for a term not exceeding six months or to an unlimited fine or to both.**

Furthermore, you were requested to submit a **variation application** to vary the address/plan of the premise. Our records indicate that this has not been fulfilled.

Since our visit, PC McDonald has sent you an email on Wednesday 19<sup>th</sup> December 2018 requesting to meet you in person to discuss our concerns as a matter of urgency followed by a telephone voicemail on Thursday 20<sup>th</sup> December 2018. We have not received a response from you.

If we do not hear from you in due course, we will have no option but to consider enforcement action in the form of a review or/and prosecution.

I look forward to hearing from you.

Yours faithfully,



Esther Chan  
Licensing Inspector  
Planning, Transportation & Licensing

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**Chan, Esther**

---

**From:** Business Licence  
**Sent:** 02 January 2019 14:34  
**To:** 'ngwako mathole'  
**Cc:** Chan, Esther; Patel, Yogini; Police  
**Subject:** RE: 162 Manor Park Drive  
**Attachments:** Guidance - Entitlement to Work.pdf; DPS - Consent 2017.pdf; Licensing Act 2003 Information Leaflet.pdf; Premises - New 2017 with GDPR statement.pdf; A3 Blue Notice.pdf; Fee sheet.pdf; Newspaper Advert.pdf; Plan Example.pdf; Plan Requirements.pdf

Dear Sir

Thank you for your email but unfortunately we cannot process this as a variation to the existing licence. If the premises has been separated into two addresses this will invalidate any licence that existed for 160-162.

You will therefore need to make an application for a New Premises Licence. I have attached the correct application form and Vary DPS consent form which needs to be completed and returned with the new plan and fee. Please note that if the licence is being made by an individual, you will also need to provide proof of right to work (guidance notes attached).

I have also attached the advertising templates for the poster (which needs to be printed on pale blue paper) and the newspaper notice which needs to be in the newspaper within 10 working days of the application be submitted and verified.

Please note, you will not be able to sell alcohol until this matter has been resolved.

If you prefer to send the application back by email, please ensure that the application form is scanned as one complete document and not individual pages. We cannot accept each page separately. If you cannot scan as one document, please send the application by post.

If you have any questions, please let me know.

Kind Regards

Gillian Murray  
Administration Officer (Licensing)  
Planning, Licensing & Transportation  
Brent Council

(020) 8937 5359  
[www.brent.gov.uk](http://www.brent.gov.uk)

**From:** ngwako mathole [mailto:ngwakom2@gmail.com]  
**Sent:** 02 January 2019 12:23  
**To:** Business Licence <business.licence@brent.gov.uk>  
**Subject:**

The old licence is sent back already, still waiting for the new licence.

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**Chan, Esther**

---

**Subject:** FW: Cedar Liquor Stores - 162 Manor Park Road, London, Brent, NW10 4JT

---

**From:** Chan, Esther

**Sent:** 27 February 2019 15:12

**To:** [REDACTED]

**Cc:** [REDACTED] Business Licence <business.licence@brent.gov.uk>;  
Patel, Yogini <Yogini.Patel@brent.gov.uk>

**Subject:** RE: Cedar Liquor Stores - 162 Manor Park Road, London, Brent, NW10 4JT

Dear Mr Agyei & [REDACTED]

Thank you for attending Brent Civic Centre today to discuss the concerns that were raised at my visit to the above premises with PC Nicola McDonald on Tuesday 26<sup>th</sup> February 2019.

During our meeting today, you were advised that you **cannot display alcohol** at the above premise until the application for a new premise licence is granted, which could exceed the 28 days consultation period.

You were told that we were not able to process the most recent application for a new premise licence for a number of reasons. The application was returned to you with a letter to outline the corrections required before we can process it. I also advised both of you to ensure that the advertising requirements (blue notice & newspaper notice) must be undertaken promptly.

We also explained what possible conditions we may propose in our representations and it is imperative that you employ staff with a personal licence or sound knowledge in licensing matters.

In the case that you require further assistance with the application process, you can appoint a licensing agent to assist you – this would be at your expense.

I hope PC McDonald and I have clarified our concerns and look forward to receiving your application.

Kind Regards

Esther Chan  
Licensing Inspector  
Planning, Transportation & Licensing  
Brent Council

[REDACTED]

[www.brent.gov.uk](http://www.brent.gov.uk)

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## EXHIBIT EC/NDA/04



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Planning, Transportation & Licensing  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

TEL: 020 8937 5359  
EMAIL: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)  
WEB: [www.brent.gov.uk](http://www.brent.gov.uk)

# London Borough of Brent Premises Licence

## Part A

*This Premises Licence was granted by Brent Council, Licensing Authority for the area of the Borough of Brent under the **Licensing Act 2003***

Original grant date: 24 November 2005  
Current issue date: 05 December 2018

.....  
Authorised signatory

Premises licence number: 153631

### Part 1 – premises details

Postal address of premises, or if none, ordinance survey map reference or description

Mzansi  
160-162 Manor Park Road, London, Brent, NW10 4JT

Where the licence is time limited the dates

**Licensable activities authorised by the licence**

**Section J: Sale or Supply of Alcohol:(Off the premises)**

The times the licence authorises the carrying out of licensable activities

**Section J: Sale or Supply of Alcohol:(For consumption off the premises)**

Day	Start Time	End Time
Monday	08:00	23:00
Tuesday	08:00	23:00
Wednesday	08:00	23:00
Thursday	08:00	23:00
Friday	08:00	23:00
Saturday	08:00	23:00
Sunday	10:00	22:30

Good Friday - 08:00hrs to 22:30hrs, Christmas Day - 12:00hrs to 15:00hrs and 19:00hrs to 22:30hrs,

The opening hours of the premises

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

**For consumption off the premises**

## **Part 2**

Name, (registered) address, telephone number and email (where relevant) of holder of the premises licence

**Mr Nana Darko Agyei**

Registered number of holder, for example company number, charity number (where applicable)

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

**Nana Aqvei**

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

**Licence Number:**

**Issuing authority:**

## Annex 1 – Mandatory conditions

### Age Verification Policy

(1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or

(b) an ultraviolet feature.

### Minimum Price of Alcohol

1.A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

2.For the purposes of the condition set out in paragraph 1—

(a)—duty<sup>11</sup> is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b)—permitted price<sup>11</sup> is the price found by applying the formula—

$$P = D + (D \times V)$$

where—

(i)P is the permitted price,

(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c)—relevant person<sup>11</sup> means, in relation to premises in respect of which there is in force a premises licence—

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) —relevant person<sup>11</sup> means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e)—valued added tax<sup>11</sup> means value added tax charged in accordance with the Value Added Tax Act 1994.

3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

4.(1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day (—the first day<sup>11</sup>) would be different from the permitted price on the next day (—the second day<sup>11</sup>) as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

### **Requirement for a DPS**

(1) No supply of alcohol may be made under the premises licence—

(a) at a time when there is no designated premises supervisor in respect of the premises licence, or

(b) at a time when the designated premises supervisor does not hold a personal licence or their personal licence is suspended.

(2) Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

### **Door Supervisors and Security Staff to be Licensed by the SIA (Only if required)**

Where the licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each individual must be licensed by the Security Industry Authority, with the following exceptions:

a) premises where the premises licence authorises plays or films



b) any occasion mentioned in paragraph 8(3)(b) or (c) of Schedule 2 to the Private Security Industry Act 2001 (premises being used exclusively by a club with a club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or

c) any occasion within paragraph 8(3)(d) of Schedule 2 to the Private Security Industry Act 2001

## **Annex 2 – Conditions consistent with the operating schedule**

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 licensing officers if requested.

2 A CCTV camera shall be installed to cover the entrance of the premises.

3 A sign stating "No proof of age -- No sale" shall be displayed at the point of sale.

4 A "Challenge 21" policy shall be adopted and adhered to.

5 A refusal book shall be kept and maintained.

6 No high strength beers, lagers, and ciders above 6.0% ABV shall be stocked or sold with the exception of

Guinness Foreign Extra Stout (Dublin) 7.5% ABV

Imported Guinness (Nigeria) 7.5% ABV

Dragon Stout 7.5% ABV

Brothers Pear Cider 7% ABV.

7 "Raid Control" crime prevention measures shall be installed and all staff given adequate training for its implementation.

8 The licensee shall keep an incident book which shall be made available to the Police and Licensing Authority.

9 A clear and unobstructed view into the premises shall be maintained at all times.

10 A suitable intruder alarm complete with panic button shall be fitted and maintained.

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 The premises shall be staffed by a minimum of two persons after 18:00 hours.

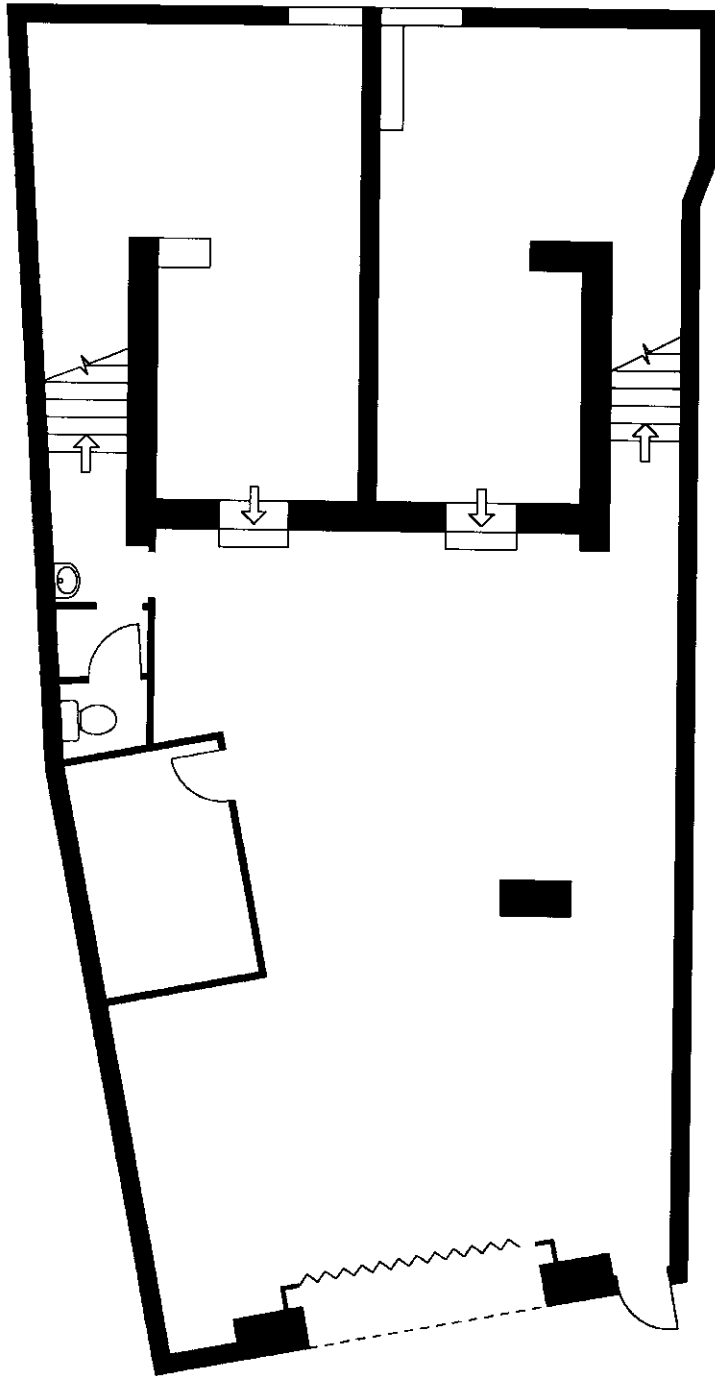
13 A personal licence holder fluent in English shall be present on the premises and supervise the sale of alcohol throughout the permitted hours for the sale of alcohol.

14 All deliveries shall take place during the normal working day (i.e. 09:0 to 18:00 daily).

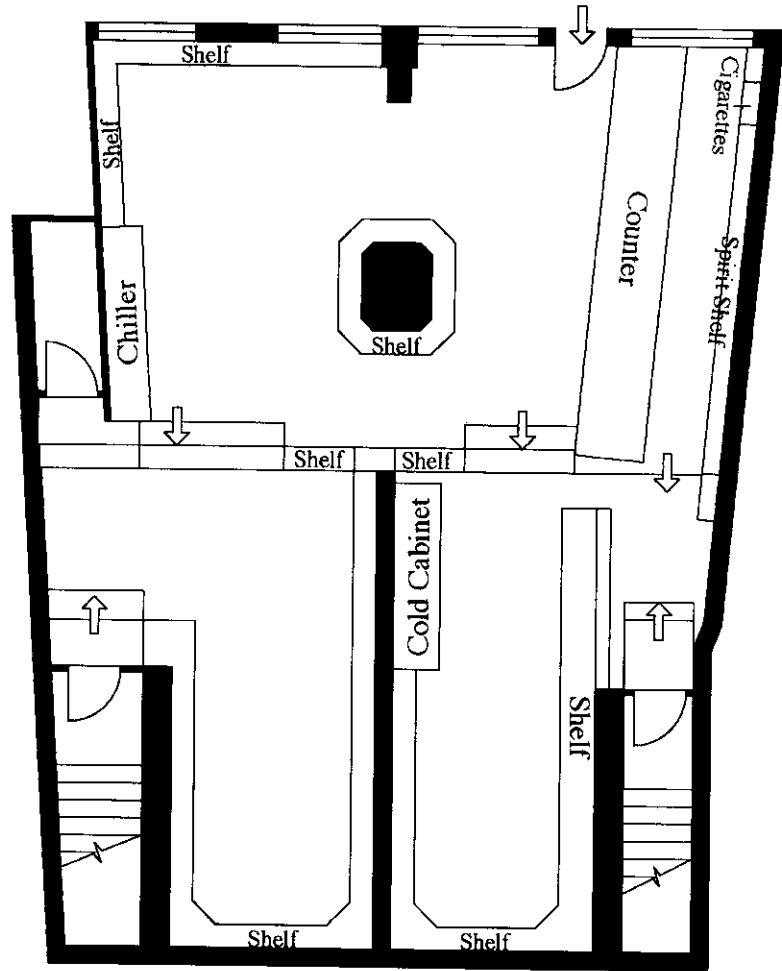
### **Annex 3 – Conditions attached after a hearing by the licensing authority**

#### **Annex 4 – Plans**

See attached



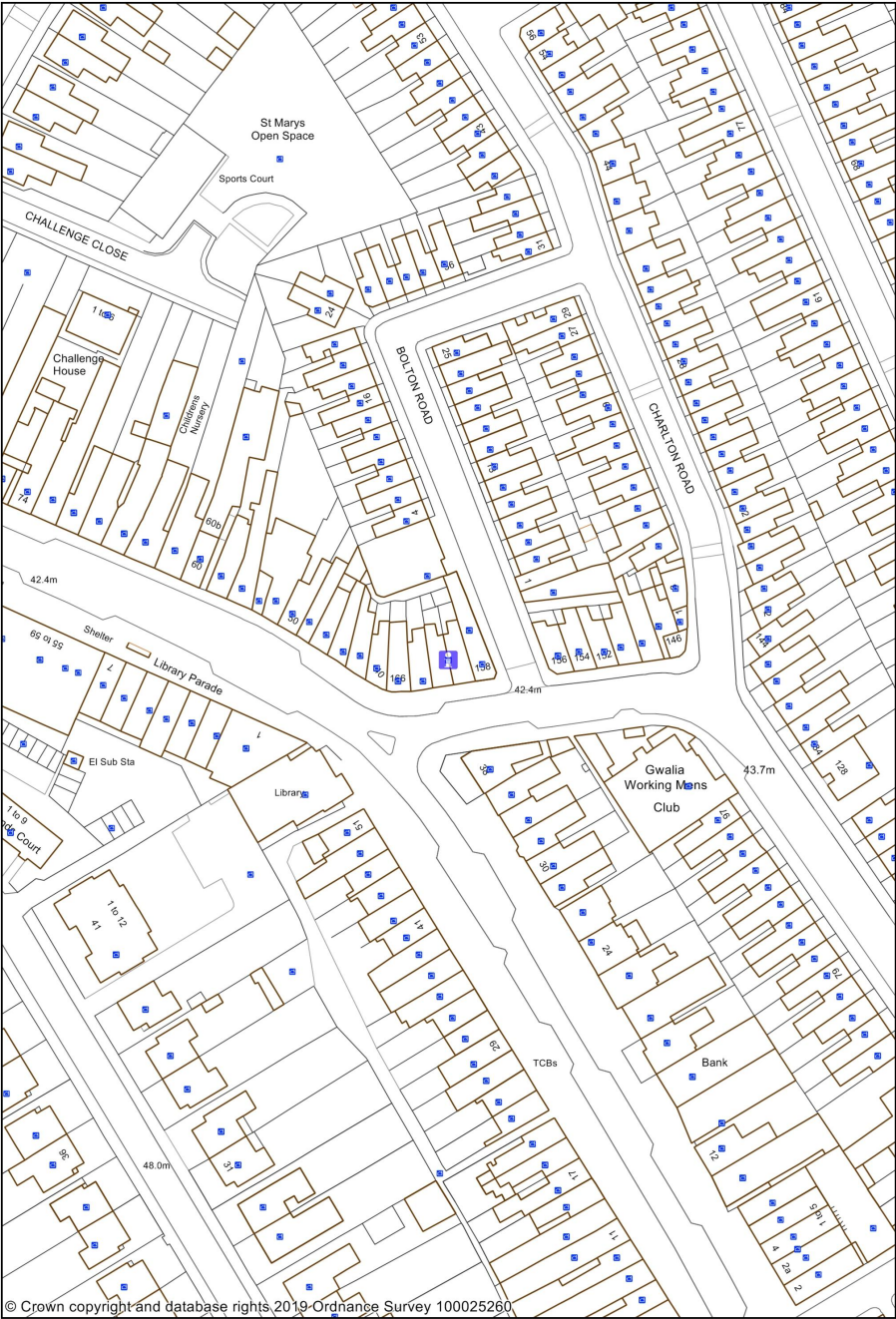
Basement



Ground Floor

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Cedar Grocery Store 160-162 Manor Park Road NW10 4JT



1:1250

0 0.02 0.04 kilometres



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## 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

None

#### 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  <div></div>
Registered number (where applicable) <div></div>
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			<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. 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:**

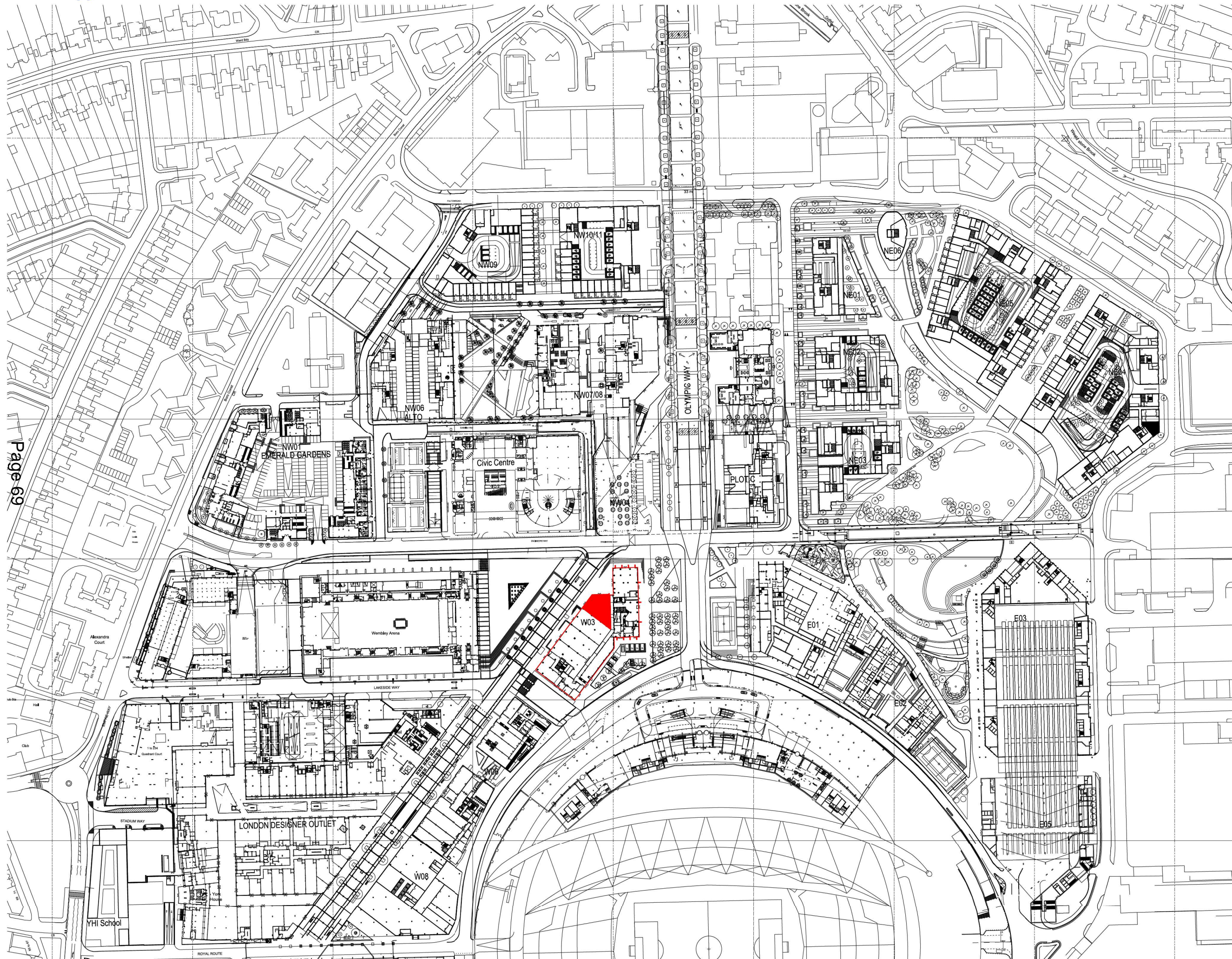
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

- 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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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

 SITE LOCATION  
 UNIT DEMISE

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.

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. References 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 we make every effort to ensure that the data is scanned for viruses, we cannot guarantee that it does not contain any.

Client

QUINTAIN ESTATES

[illegible]

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

WEMBLEY RETAIL CURATION

WEMBLEY  
W03  
UNIT 5 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 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
			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**

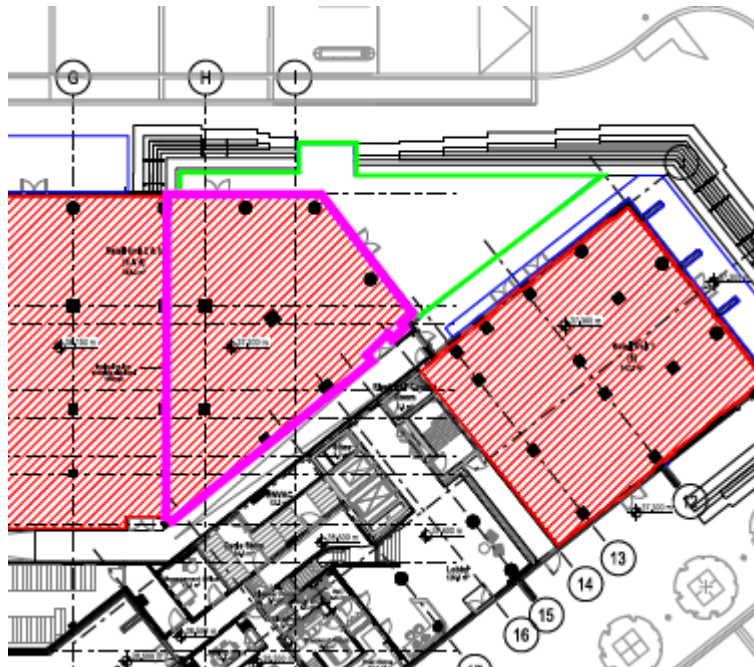
33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.
35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation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

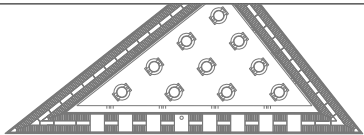
Please let me know if I can assist you further.

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



**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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## 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

None

#### 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  <div style="background-color: black; width: 400px; height: 20px; margin: 10px 0;"></div>
Registered number (where applicable) <div style="background-color: black; width: 70px; height: 20px; margin: 10px 0;"></div>
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			<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

<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 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:**

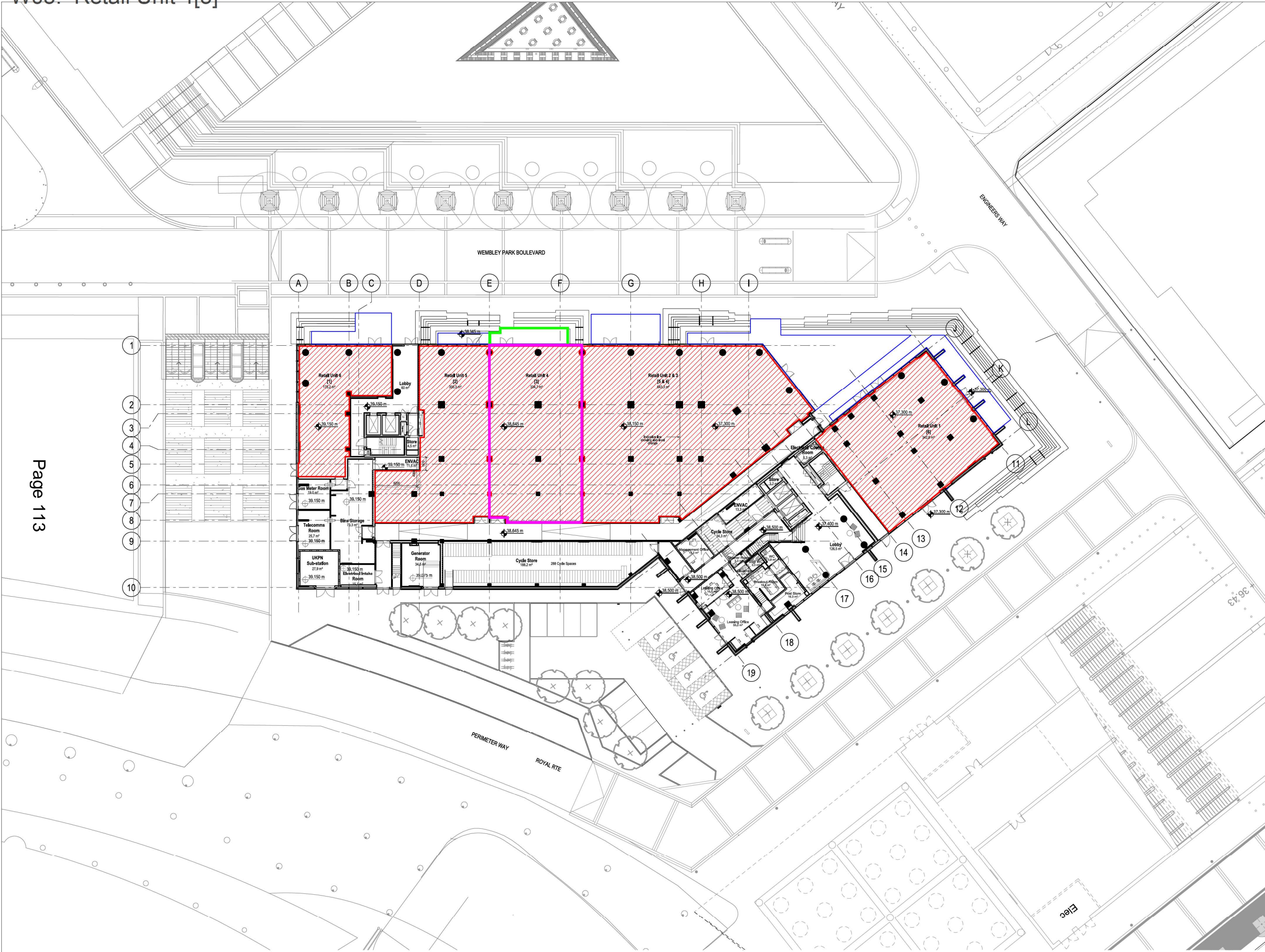
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

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

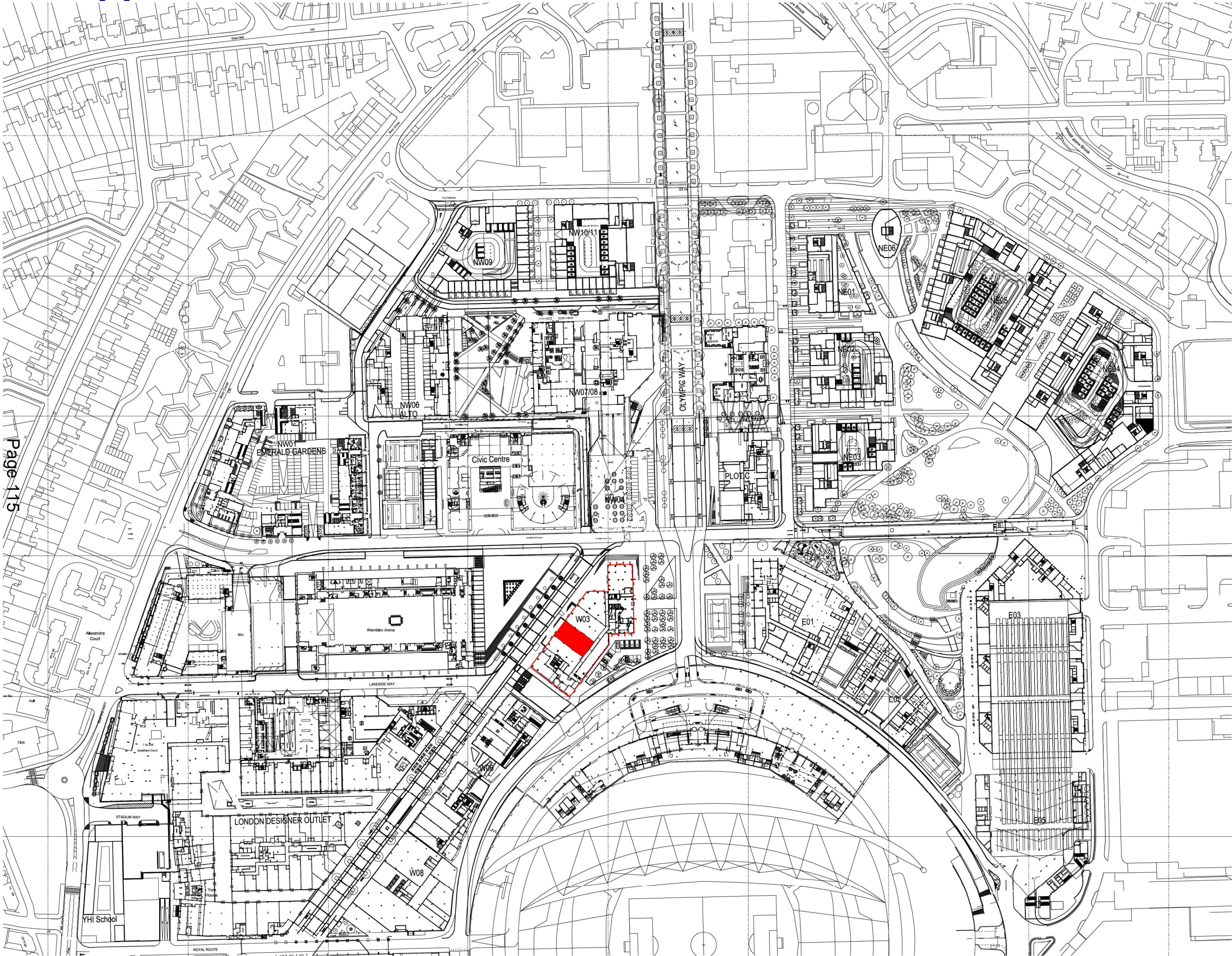
Telephone 020 7255 1150  
E-mail admin@leslie-jones.co.uk

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	

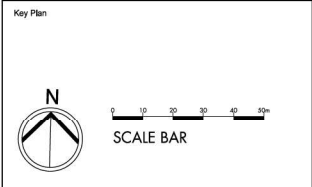
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Drawing Record				
Rev	Date	By	Comments	Checked
P01	05.08.2018	MS	FWOT KGSUC	LP
P02	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- 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"/>	
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
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; jspegler; >; 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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## 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

None

#### 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  <div></div>
Registered number (where applicable) <div></div>
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	
				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			<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	<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

**Official Use Only.**

*Plan x 2* ☐

*Advertising* ☐

*Fee* ☐

**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:**

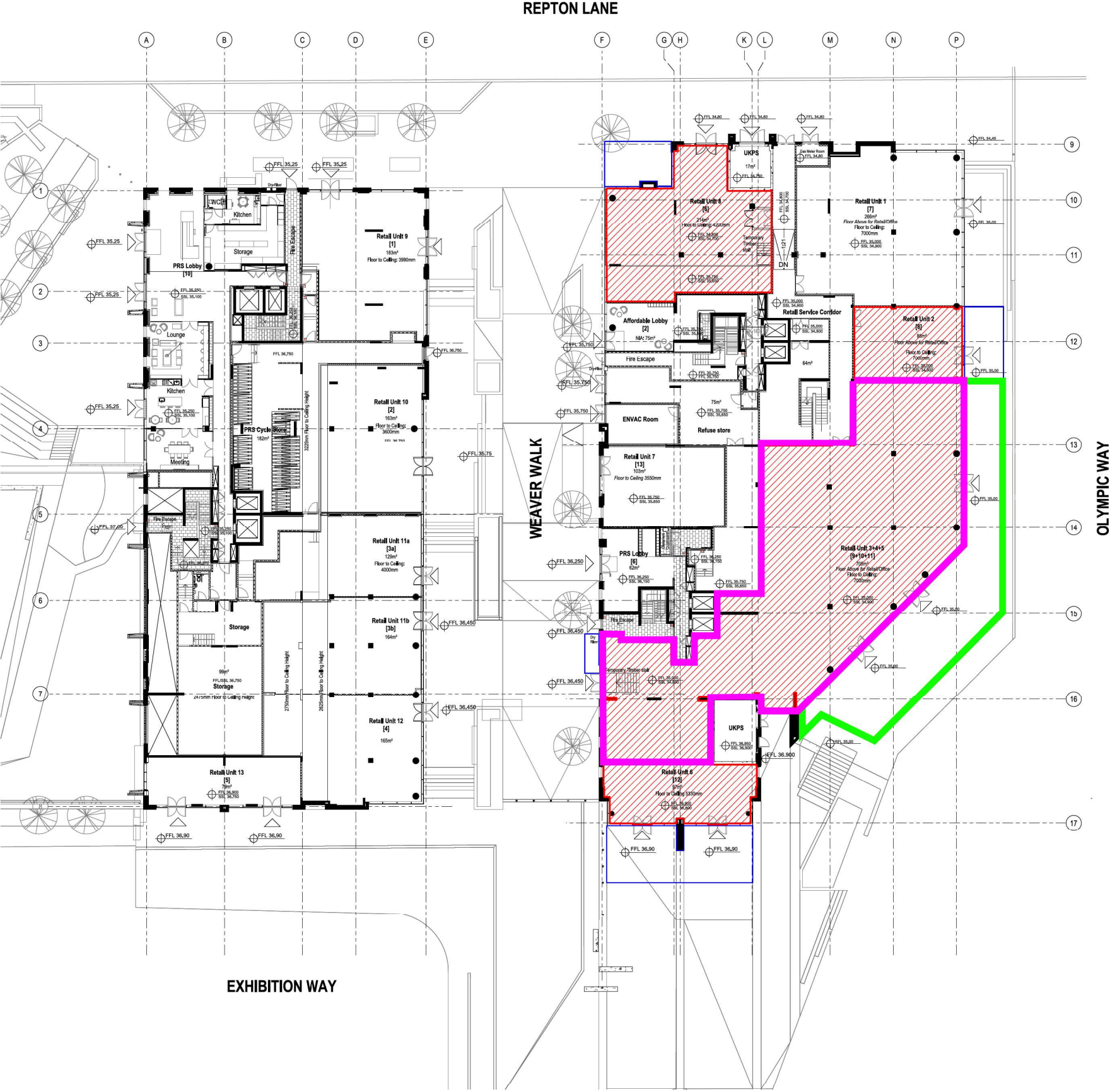
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

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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Retail unit 3/4/5 (construction units 9+10+11)



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  
Suite 3.02 Grand Union Studios Telephone 020 7255 1150  
332 Ladbroke Grove E-mail admin@leslie-jones.co.uk  
London W10 5AD

Job Title  
WEMBLEY RETAIL CURATION

Drawing Title  
WEMBLEY  
NW08  
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 8 8 0 0 P 0 1	



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KEY:

SITE LOCATION

UNIT DEMISE

### Key



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:

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. Finalised 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 reported to the architect before the affected work commences.

Magnetic media does not constitute contract documentation and updates of 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. References should always be made to the body of the drawing to the degree to which the data is to be used. The user assumes full responsibility for the consistency of this data remaining your responsibility and attributes to yourselves. Whilst Leslie Jones makes 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](mailto:admin@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 Date Drawn Check











Job No.	Drawing No.
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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			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 servery 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 16:06

**To:** 'tburton'; jspiegler; 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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## 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

None

#### 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  <div></div>
Registered number (where applicable) <div></div>
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			<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	<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	<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

<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 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 201



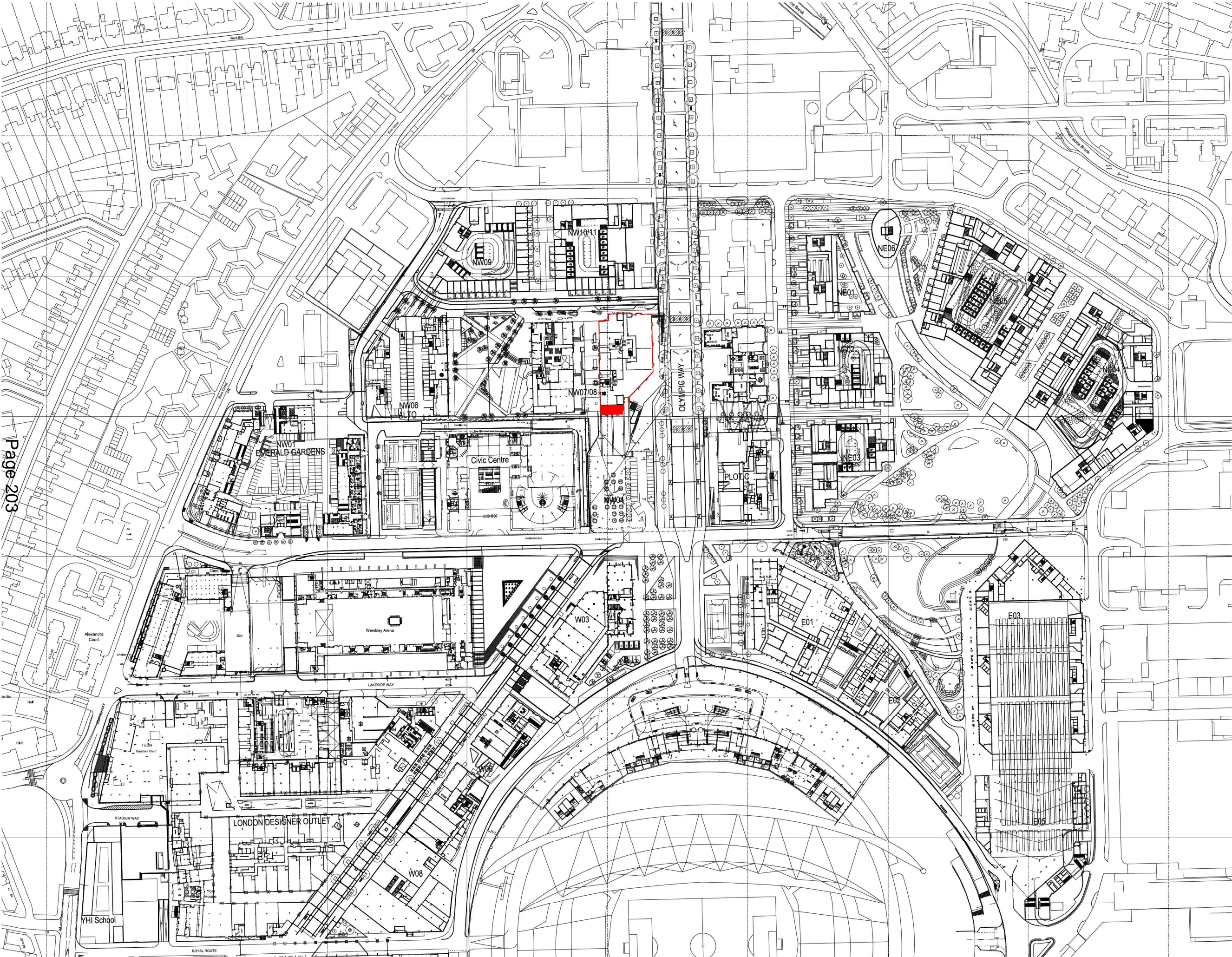
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1:500	JAN 2019	AV	LP

Job No.	Drawing No.	Revision
3 6 7 4	AT(03) 08800	P 01

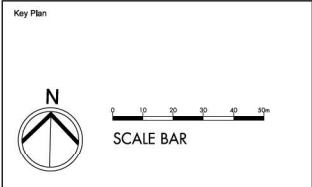
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Drawing Record				
Rev	Date	By	Comments	Checked
P01	05.12.2017	MS	FIRST ISSUE	LP
P02	09.02.2018	MS	ATL ISSUE	LP
P03	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- 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 reads 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			
WFMRFY 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**

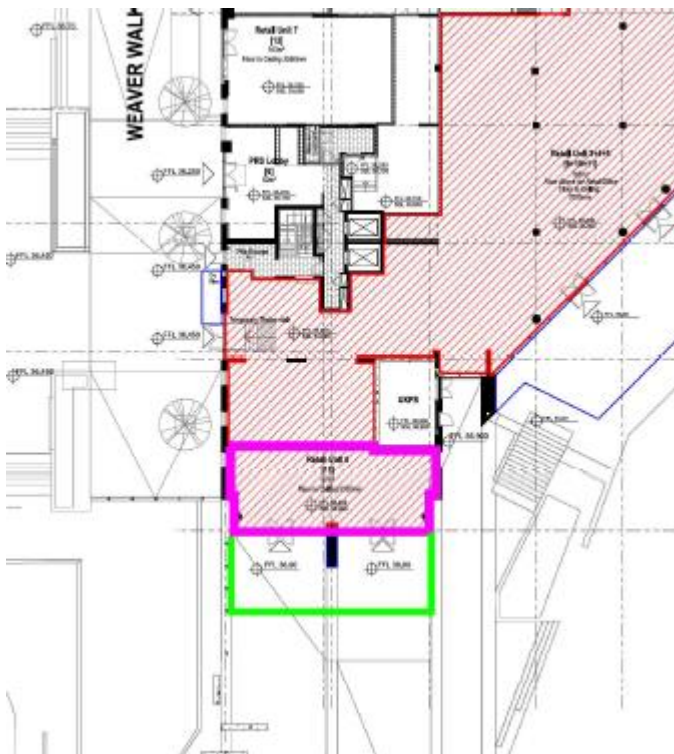
33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.

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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## 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

None

#### 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  <div></div>
Registered number (where applicable) <div></div>
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	<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)
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	

## 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 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 Ladbrooke 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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## 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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## 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

None

#### 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 8 (construction unit 6) Plot NW08 Repton Lane 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  <div></div>
Registered number (where applicable) <div></div>
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						
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	
				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			<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>				
			<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 the provision of late night refreshment</b> (please read guidance note 5)				
Thur							
Fri			<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)				
Sat							
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><u>State any seasonal variation</u></b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	23:00	
Tue	08:00	23:00	<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)
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	

## 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 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:

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

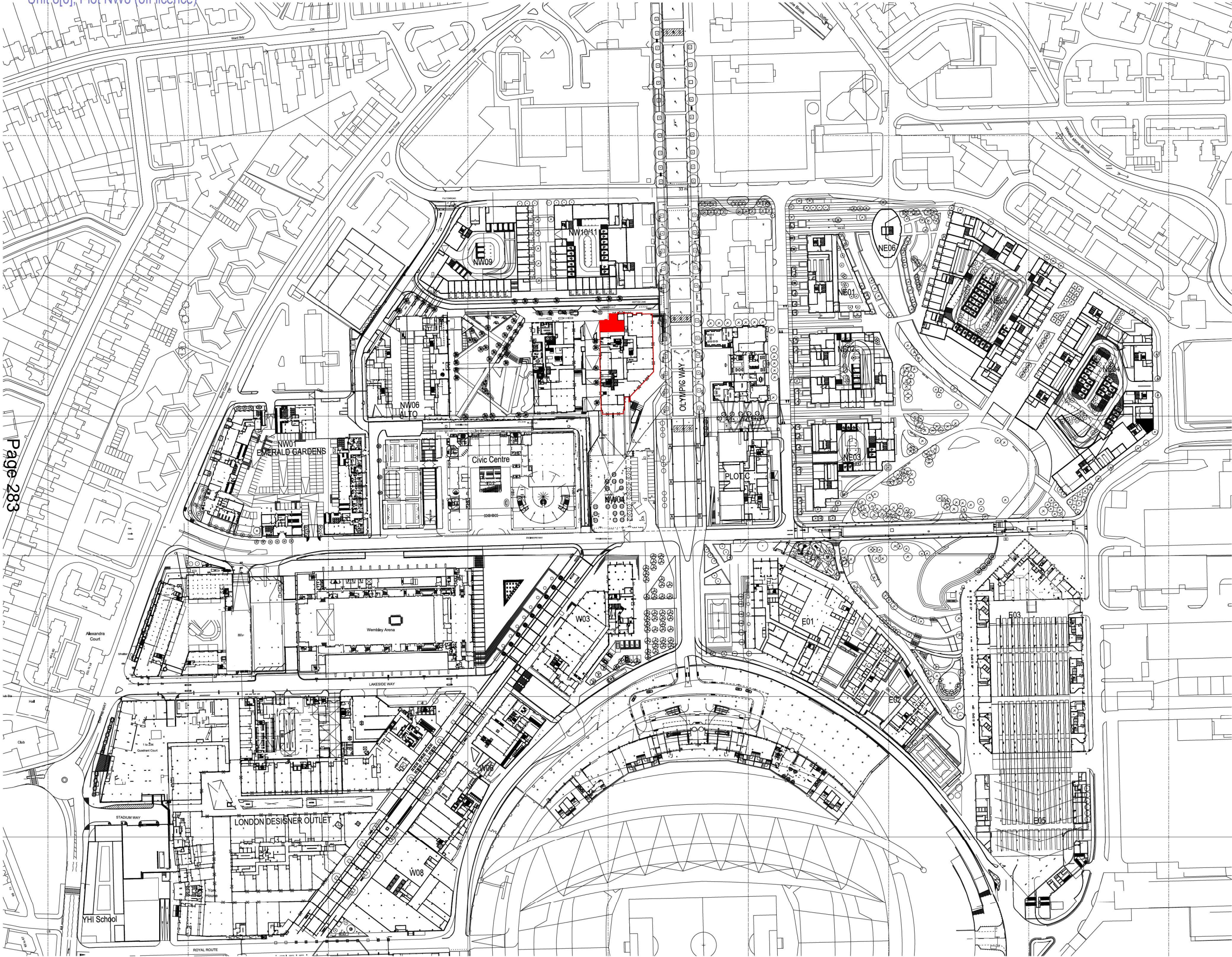
WEMBLEY  
NW08  
ALCOHOL LICENSED AREAS

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

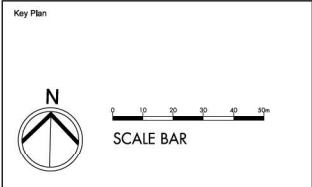
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Drawing Record				
Rev	Date	By	Comments	Checked
P01	05.12.2017	MS	FIRST ISSUE	LP
P02	09.02.2018	MS	ATL ISSUE	LP
P03	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP
P04	17.07.2018	MS	DRAWING TITLE UPDATED	LP

- 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.

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 NW08 RETAIL UNIT 08 BASE BUILDING UNIT 06 LOCATION PLAN			
Scale @ A1	Date	Drawn	Checked
1:1250	DEC 2017	MS	LP
Job No.	Drawing No.	Revision	
3674	AT(03)	08000P04	



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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 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"/>	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:

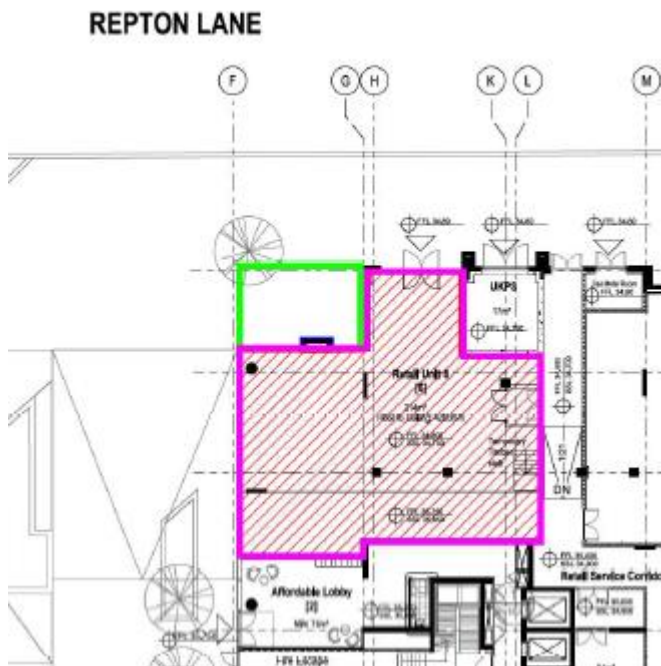
1. CCTV shall be installed to Home Office Guidance standards and maintained in a good working condition and recordings shall be kept for 31 days and shall be made available to police and authorised Officers from Brent Council
2. A staff member from the premises who is conversant with the operation of 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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## 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

None

#### 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	Post code
LB Brent	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  
Registered number (where applicable) 
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			<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	<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 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:**

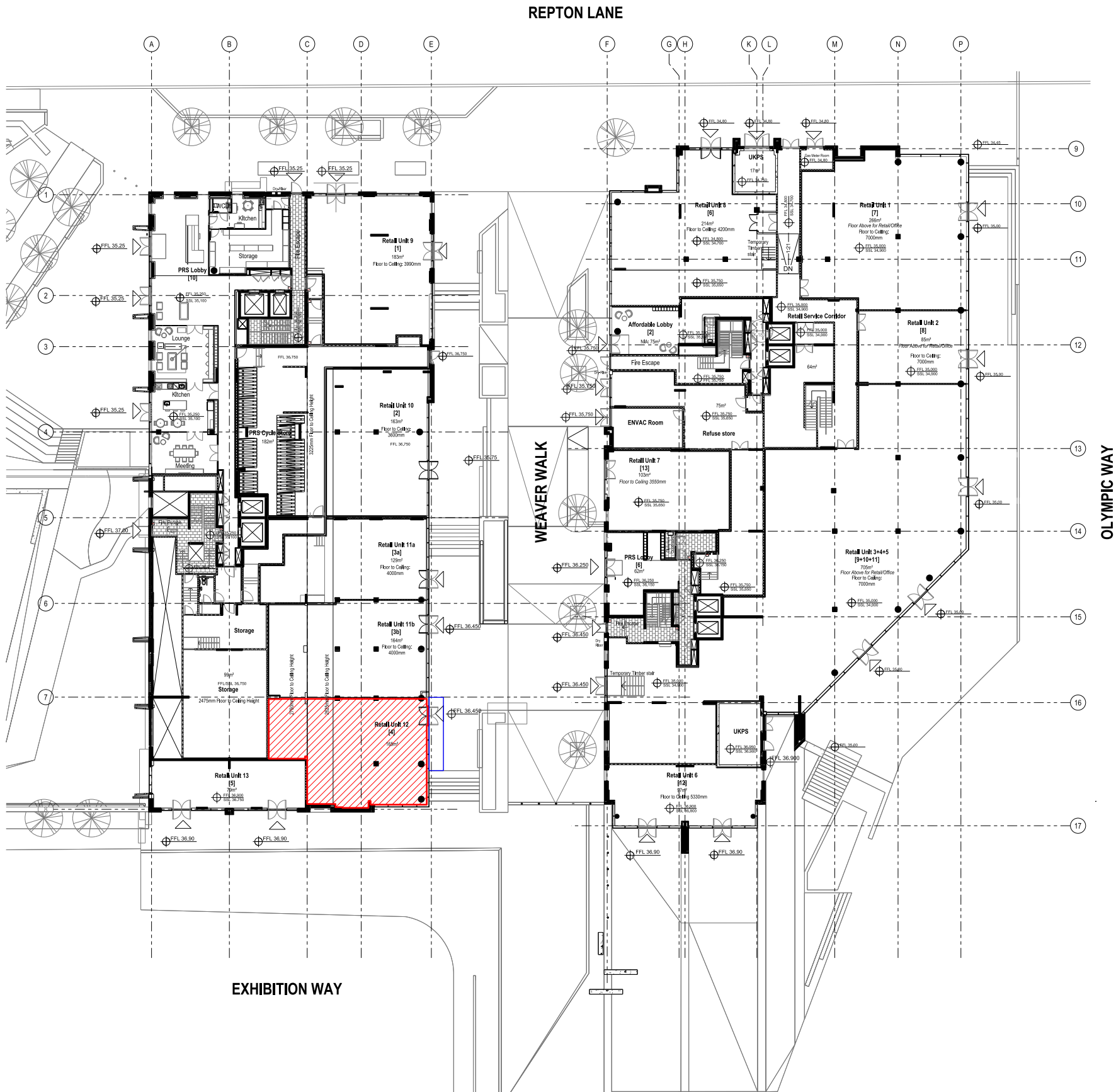
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

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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0 10 20 30 40 50m  
SCALE BAR

[illegible]

KEY:

-  ALCOHOL LICENSED UNITS
-  EXTERNAL LICENSED AREAS

Key Plan



N

North

**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:

--



FOREIN INFORMATION

Client

QUINTAIN ESTATES

Consultants

**leslie jones**  
architecture

Suite 3.02 Grand Union Studios  
332 Ladbrooke 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

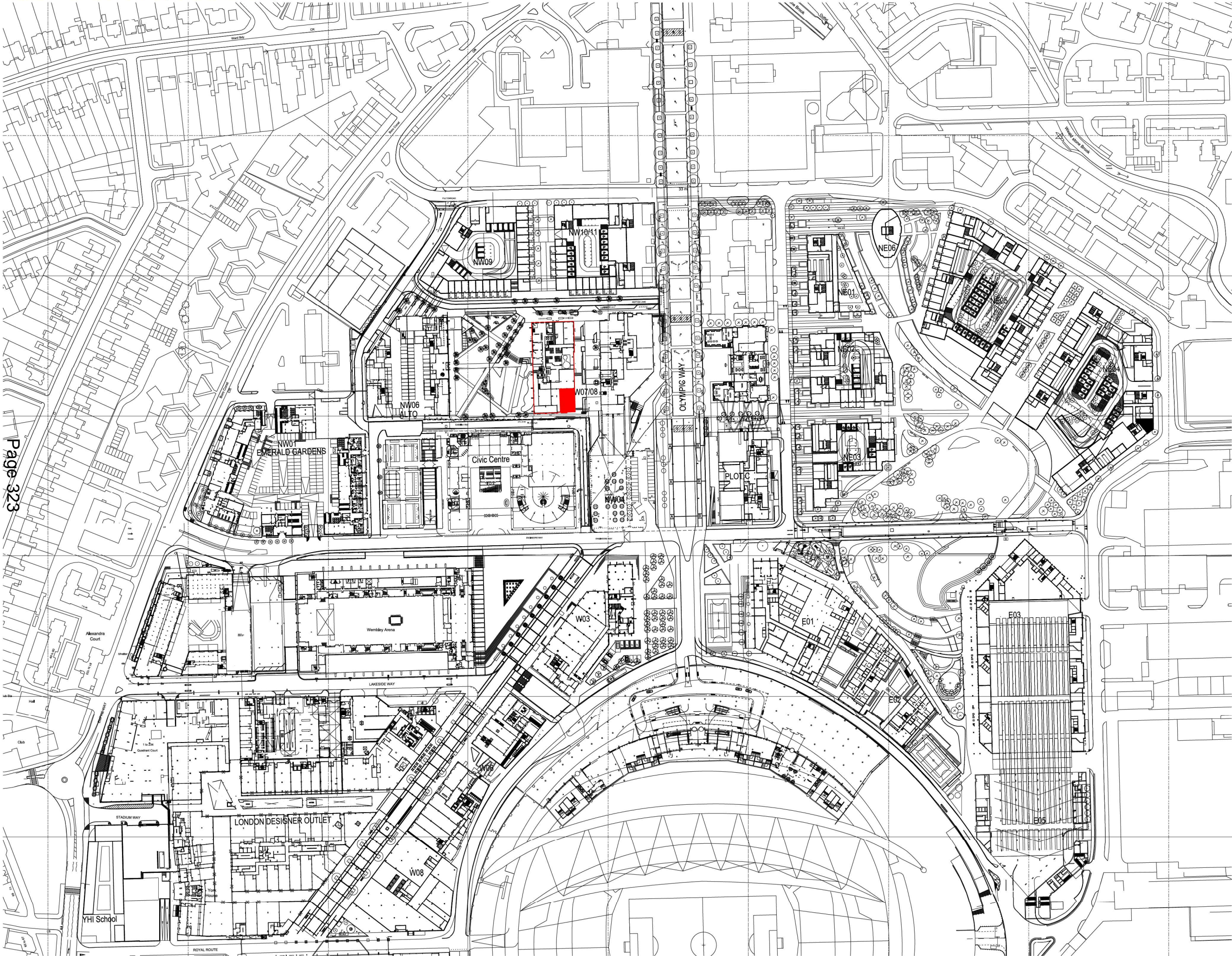
Scale @ A3	Date	Drawn	Checked
1:500	JAN 2019	AV	LP

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

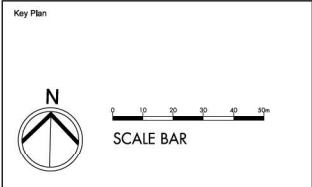
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Drawing Record				
Rev	Date	By	Comments	Checked
P01	05.12.2017	MS	FIRST ISSUE	LP
P02	09.02.2018	MS	ATL ISSUE	LP
P03	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP

- KEY:
- SITE LOCATION
  - UNIT DEMISE



**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			
WEMBLEY NW07 UNIT 4 LOCATION PLAN			
Scale @ A1	Date	Drawn	Checked
1:1250	DEC 2017	MS	LP
Job No.	Drawing No.	Revision	
3674	AT(03)	07030P03	



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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**

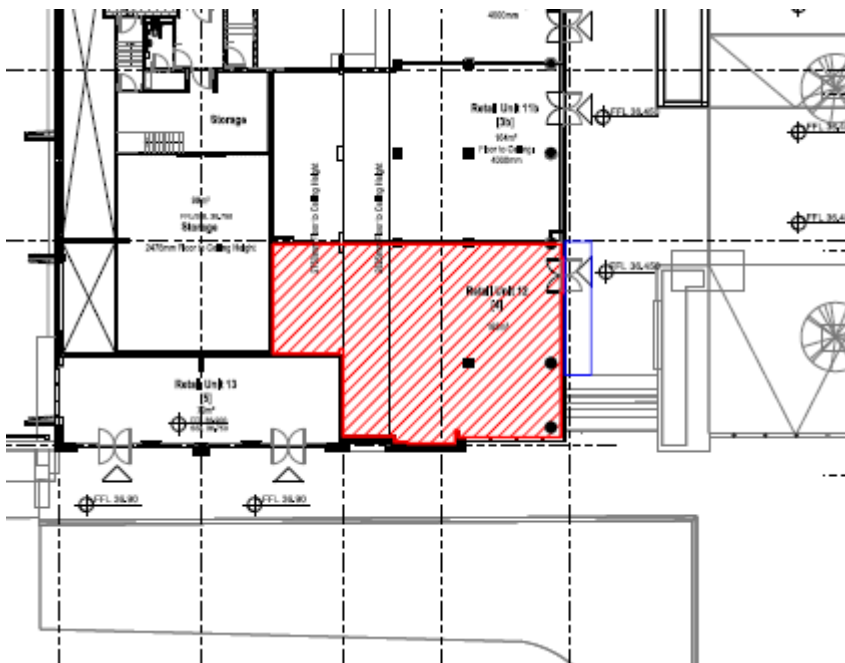
33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.

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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## 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

None

#### 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  <div></div>
Registered number (where applicable) <div></div>
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	<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

**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 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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Rev

Date

By

Comments

Checked

PD1

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

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(0.3)

1 3 8 0 0 P 0 1



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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

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			
<b>WEMBLEY W03 UNIT 4 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
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**

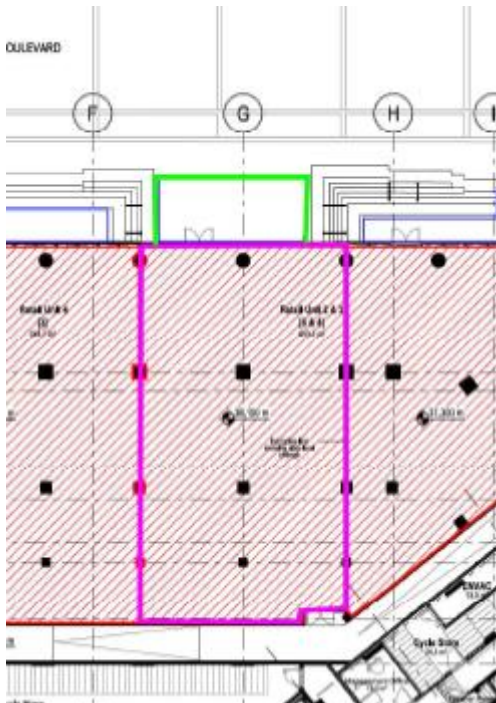
33. Alcohol shall only be supplied as an accompaniment to a substantial meal, and seated at a table.
34. The supply/sale of alcohol shall be by waiter or waitress service only.
35. Customers must not be allowed to sit, stand or be served from the bar area or any other staff area used for the preparation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

None

#### 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  <div></div>
Registered number (where applicable) <div></div>
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	
				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	<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							
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

<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 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:**

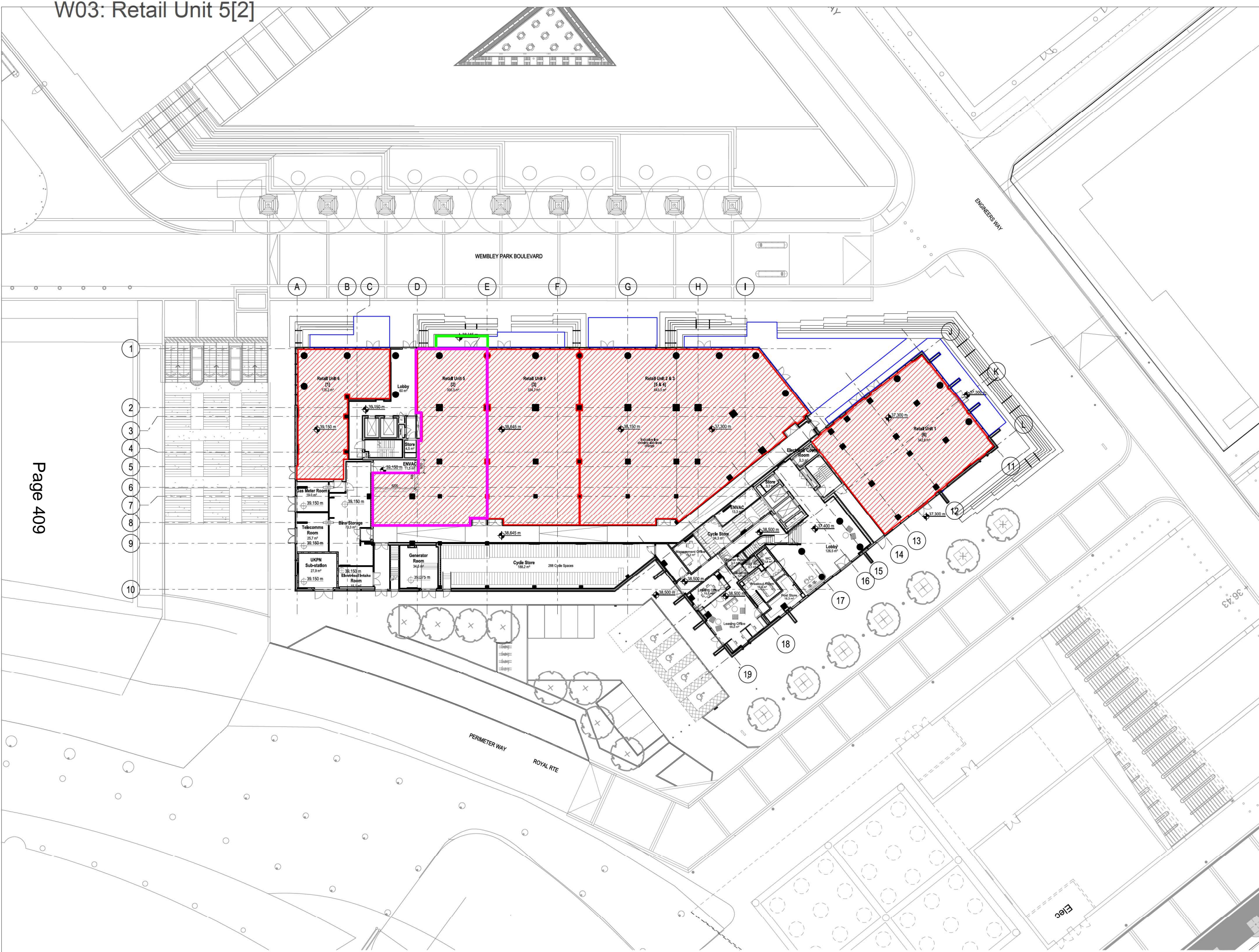
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

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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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

Job Title

WEMBLEY RETAIL CURATION

Drawing Title

WEMBLEY  
W03  
UNIT 3 SITE PLAN  
ALCOHOL LICENSED AREAS

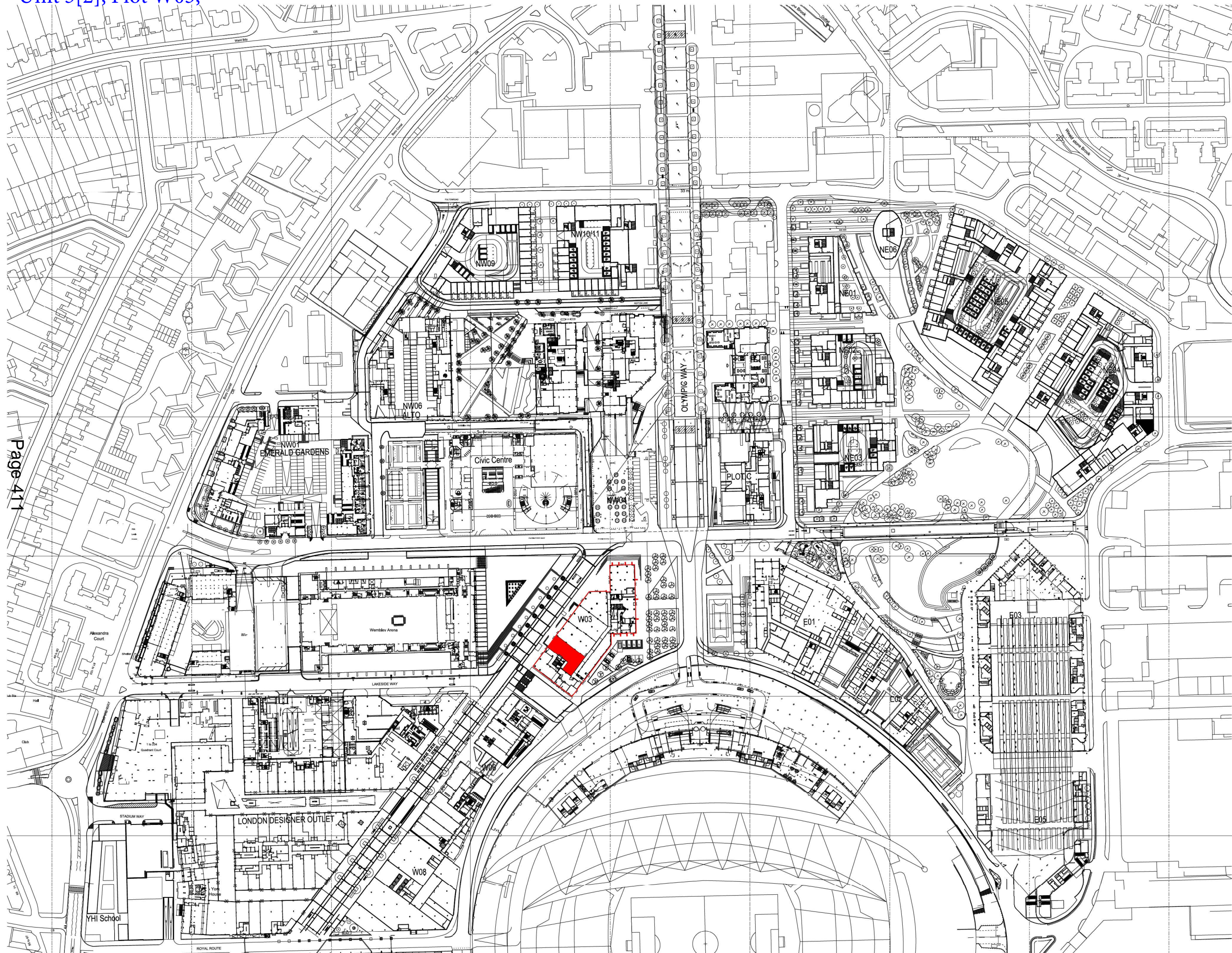
Scale @ A3	Date	Drawn	Checked
1:500	JAN 2019	AV	LP

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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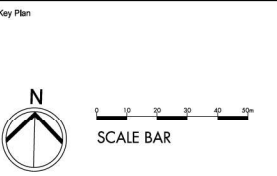




Rev	Date	By	Comments	Checked
P01	09.02.2010	MS	FINAL ISSUE	LP
P02	14.05.2018	MS	DRAWING UPDATED AS REQUESTED BY QUINTAIN	LP
P03	20.06.2018	MS	DRAWING TITLE UPDATED	LP

 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, areas and levels where given are only approximate and subject to the above proviso. 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.

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 these files is at your own risk. The data on this media 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 we cannot guarantee that every file has been 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"/>	
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant. Subject to Landlord Approval
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: 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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## 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

None

#### 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  <div></div>
Registered number (where applicable) <div></div>
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	
				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</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)		
Wed	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.		
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	<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:**

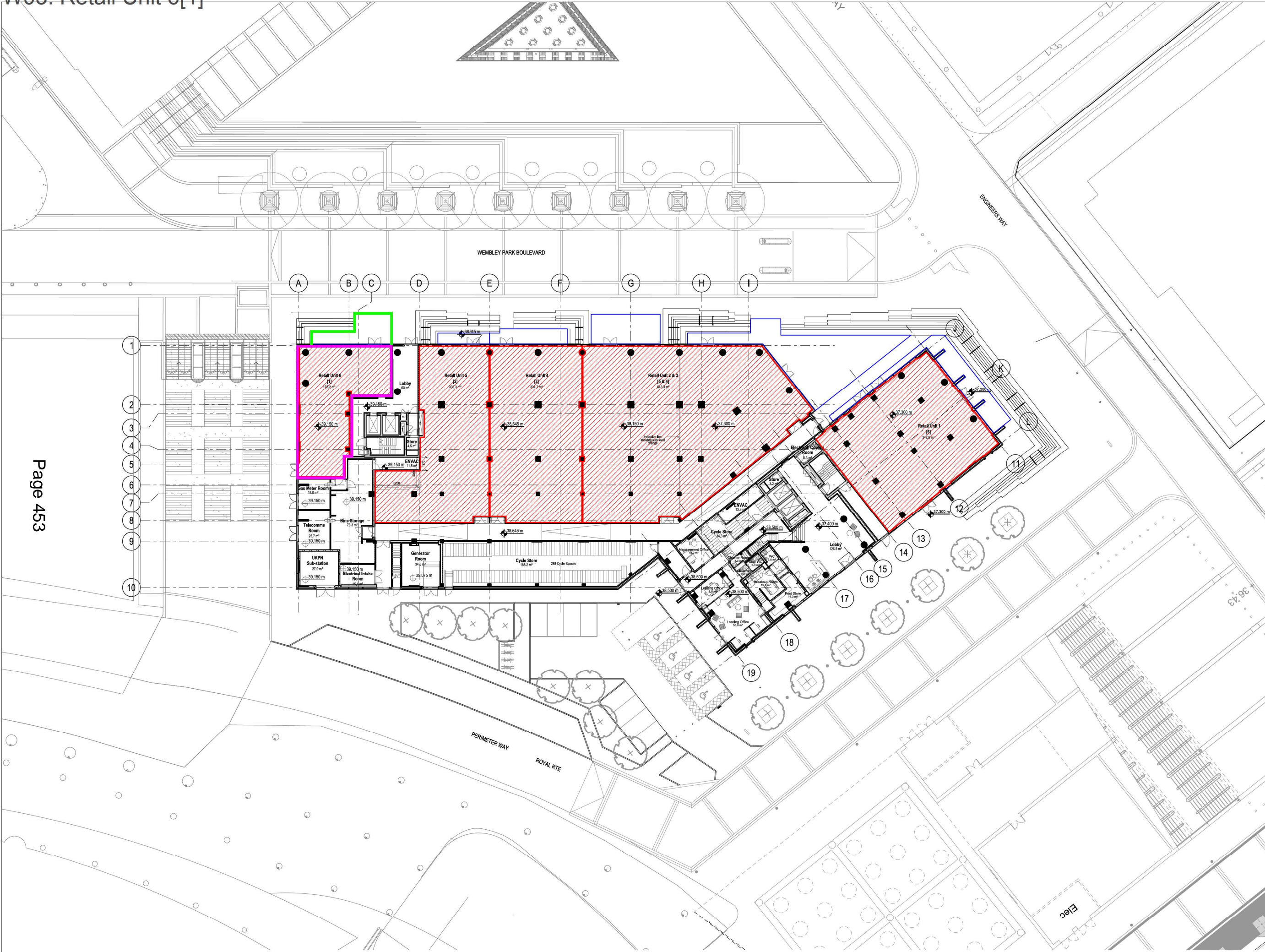
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

- 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

A T (0 3)

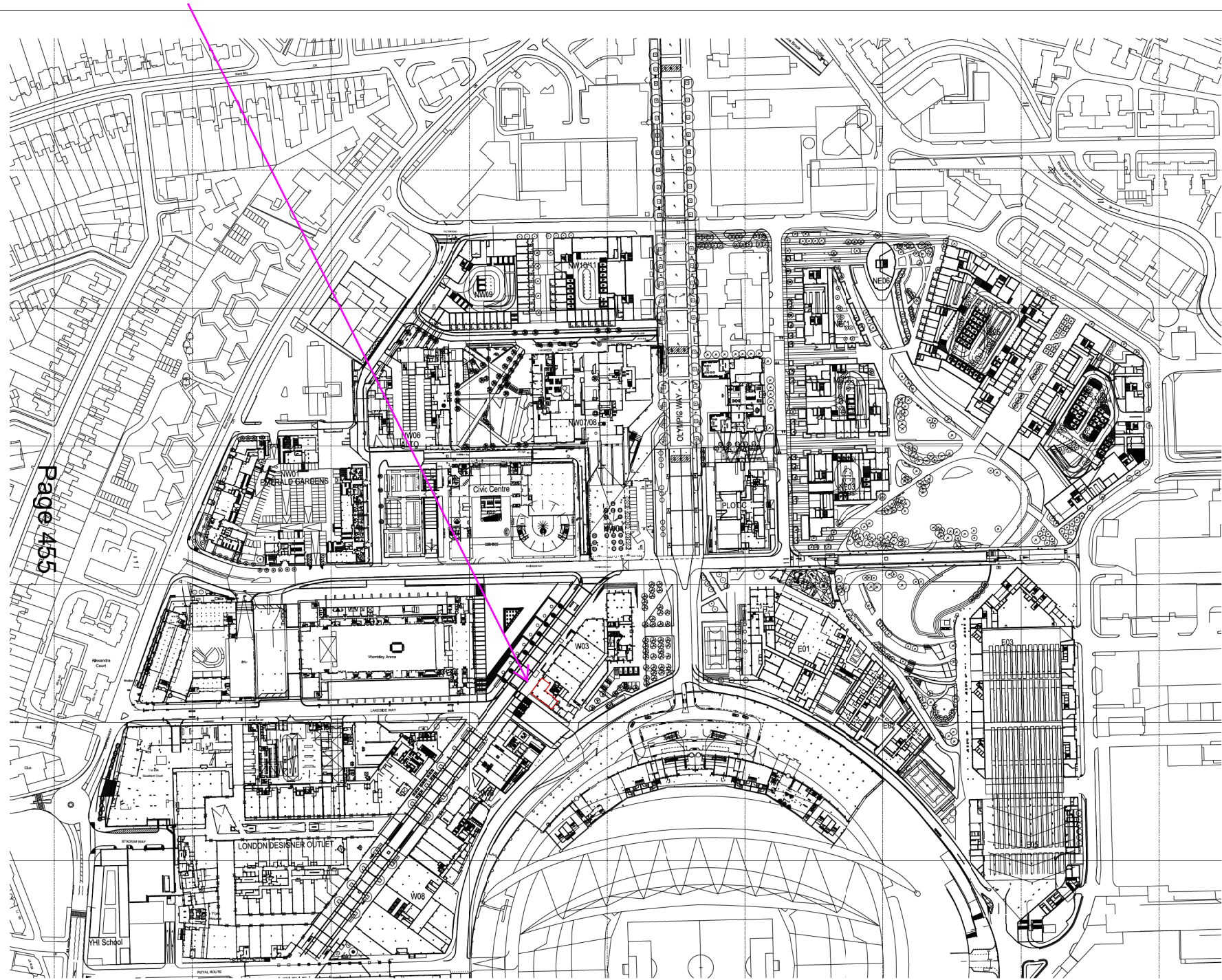
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P 0 1



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Page 455

Drawing Record

Rev	Date	By	Comments	Checked
P01	06.02.2018	MS	FIRST ISSUE	LP

KEY:

SITE LOCATION

Key Plan

N

SCALE BAR

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

This scheme is subject to town planning and other necessary consents. Dimensions, areas 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. Figures and dimensions only are to be confirmed on site.

Magnetic made does not constitute contract documentation and validity of this plan will expire. These are current as of the date of issue. Your use of the content of these plans at your own risk. Therefore should always be made to the best copy which is available to the digital format. Any document produced by the architect and/or contractor is not to be used for any other purpose without the written consent of the architect. The architect cannot guarantee that it does not contain any.

PRELIMINARY

Client

QUINTAIN ESTATES

Consultants

Job Title

WEMBLEY RETAIL CURATION

Drawing Title

WEMBLEY  
W03  
UNIT 1 LOCATION PLAN

Scale @ A1

Date

Drawn

Checked

1:1250

JAN 2018

MS

UP

Job No.

Drawing No.

Revision

3 6 7 4

A T (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 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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## 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

None

#### 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  <div></div>
Registered number (where applicable) <div></div>
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			<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><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

**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:**

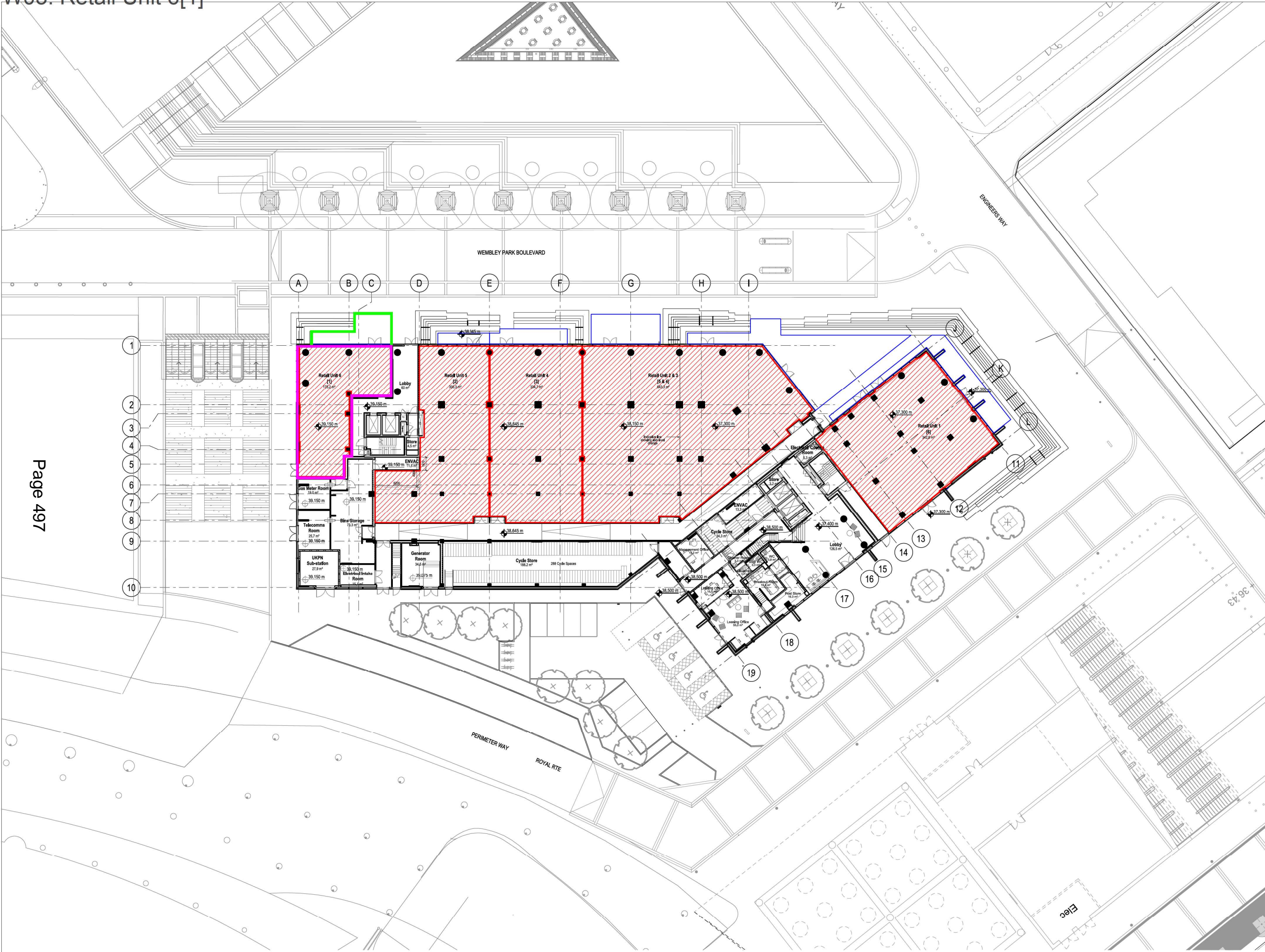
*The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:*

- 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

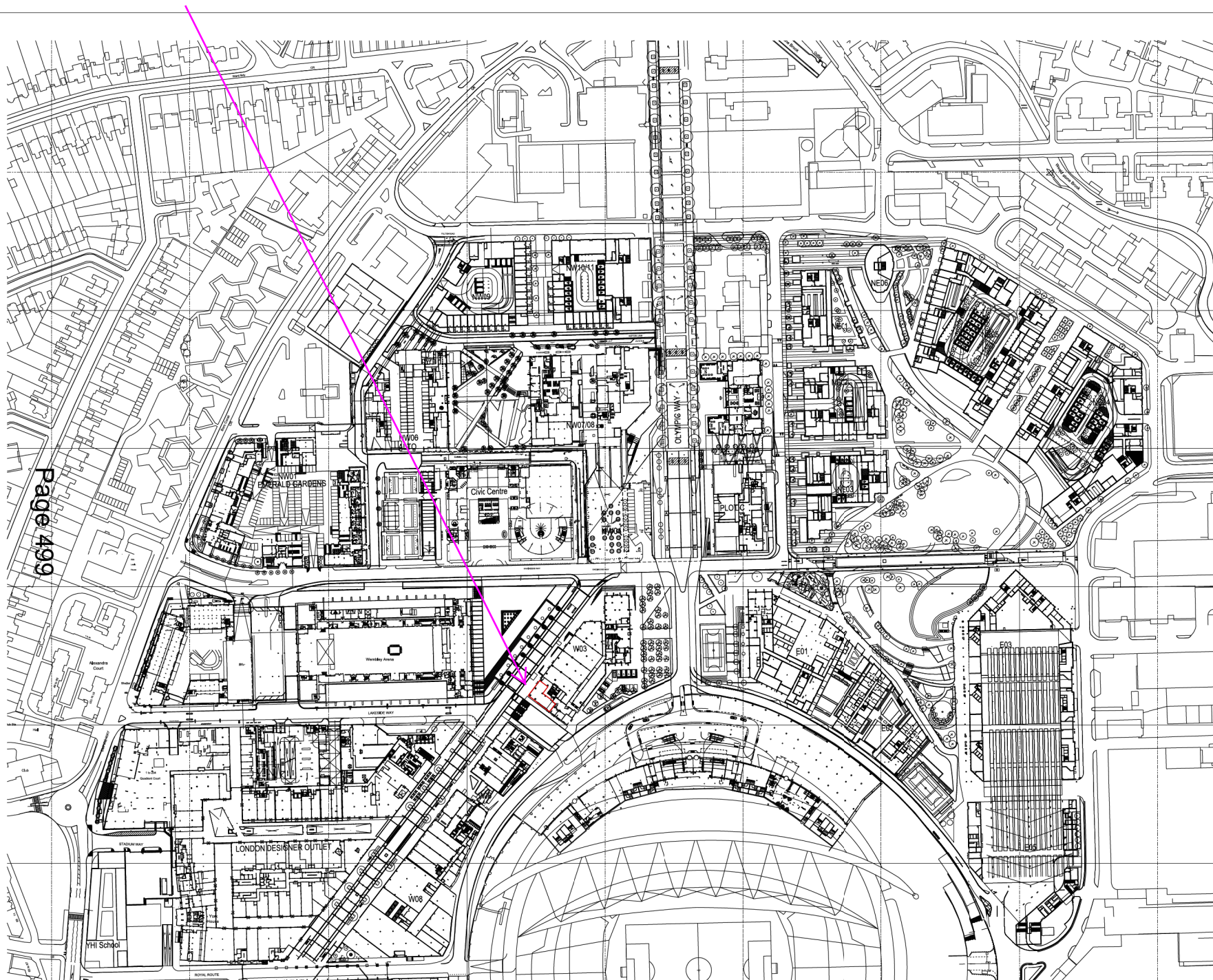
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WEMBLEY  
W03  
UNIT 1 LOCATION PLAN

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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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