



Alcohol and Entertainment Licensing Sub-Committee

Friday 28 February 2025 at 10.00 am

Boardrooms 1 & 2 - Brent Civic Centre, Engineers
Way, Wembley HA9 0FJ

**Please note that this meeting will be held in person with members
of the Sub-Committee required to attend in person.**

**The press and public are also welcome to attend this meeting in
person. Please note the meeting is not scheduled for live webcast**

Membership:

Members

Councillors:

Ahmed (Chair)
Long
Mahmood

Substitute Members:

Councillors:

Bajwa, Chohan, Ethapemi, Hack, Hylton,
Lorber, Rajan-Seelan

For further information contact: Devbai Bhanji, Governance Assistant
Tel: 020 8937 6841; Email: devbai.bhanji@brent.gov.uk

For electronic copies of minutes and agendas please visit:
[Council meetings and decision making | Brent Council](#)

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.

Item	Page
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1	Apologies for absence and clarification of alternate members
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2	Declarations of Interests
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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.

3	Application for the Review a Premises Licence by Home Office Immigration Enforcement for the premises known as St Johns Mini Mart, 90 St Johns Road, NW10 4EG, pursuant to the provisions of the Licensing Act 2003	1 - 50
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- 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.

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LICENSING ACT 2003

Application for the Review a Premises Licence

Name of Applicant:	Home Office Immigration Enforcement
Name & Address of Premises:	St Johns Mini Mart, 90 St Johns Road, NW10 4EG
Applicants Agent:	

1. Application

The application is for the review of a premises licence held by Mr Cetin Dogan. The premises are known as St Johns Mini Mart, 90 St Johns Road, NW10 4EG.

2. Grounds for Review

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

3. Relevant Representations

Representation has been received from Home Office Immigration Enforcement and a resident.

4. Background

These premises are currently licensed for the sale of alcohol from 8.00am to 11.00pm Monday to Saturday and 10.00am to 10.30pm Sunday.

The Designated Premises Supervisor is Mr Cetin Dogan

On 15 January 2025 the applicant submitted an application to Vary the DPS, and a Minor Variation application imposing the conditions requested by the Home Office Immigration Enforcement Officers.

The steps the Committee may take are:

- To modify, remove or add conditions
- To exclude the sale of alcohol or other licensable activity
- Remove the Designated Premises Supervisor
- Suspend the licence for up to 3 months.
- Revoke the licence

5. Associated Papers

- A. Review Application
- B. Resident Objection
- C. Current Licence
- D. OS Map

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Licensing Authority: London Borough of Brent
By Email : business.licence@brent.gov.uk

Application for the 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 Home Office Immigration Enforcement

apply for the review of a premises licence under section 51 / apply for the review of a club premises certificate under section 87 of the Licensing Act 2003 for the premises described in Part 1 below

Part 1 – Premises or club premises details

St Johns Mini-Market 90 St Johns Avenue	
Post town London	Post code NW10 4EG

Name of premises licence holder or club holding club premises certificate (if known)
Cetin Dogan

Number of premises licence or club premises certificate (if known)
150414

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)

☐

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

☒

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

Home Office
Immigration Enforcement
Alcohol Licensing Team
6th Floor, 2 Ruskin Square
Dingwall Road
Croydon
CR0 2WF

Telephone number (if any)

E-mail address (optional)
IE.Alcoholreviews@homeoffice.gov.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 ✓

☒
☐
☐
☐

Please state the ground(s) for review (please read guidance note 2)

Grounds for review:

We have grounds to believe the license holder has failed to meet the licensing objectives of prevention of crime and disorder, as illegal working has been identified at this premises.

Section 36 and Schedule 4 of the Immigration Act 2016 (the 2016 Act) amended the Licensing Act 2003 (the 2003 Act) to introduce immigration safeguards in respect of licensing applications made in England and Wales on or after 6 April 2017. The intention is to prevent illegal working in premises licensed for the sale of alcohol or late-night refreshment.

The Home Secretary (in practice Home Office (Immigration Enforcement)) was added to the list of Responsible Authorities (RA) in the licensing regime, which requires Home Office (Immigration Enforcement) to receive premises licence applications (except regulated entertainment only licences and applications to vary a Designated Premises Supervisor (DPS)), and in some limited circumstances personal licence applications. In carrying out the role of responsible authority, Home Office (Immigration Enforcement) is permitted to make relevant representations and objections to the grant of a licence or request a review of an existing licence as a responsible authority where there is concern that a licence and related licensable activity is prejudicial to the prevention of immigration crime including illegal working.

Please provide as much information as possible to support the application (please read guidance note 3)

Please refer to accompanied review pack for detailed information

Please tick ✓

yes

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

☐

If yes, please state the date of that application

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

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, 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 3 – Signatures (please read guidance note 4)

Signature of applicant or applicant’s solicitor or other duly authorised agent (please read guidance note 5). **If signing on behalf of the applicant, please state in what capacity.**

Signature **K Sooriyaarachchi**

.....

Date **06 January 2025**

.....

Capacity **Responsible Authority**

.....

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 6)

**Alcohol Licensing Team
2 Ruskin Square
Dingwall Road**

**Post town
Croydon**

**Post Code
CR0 2WF**

Telephone number (if any)

If you would prefer us to correspond with you using an e-mail address your e-mail address (optional) IE.Alcoholreviews@homeoffice.gov.uk

Notes for Guidance

1. A responsible authority includes the local police, fire and rescue authority and other statutory bodies which exercise specific functions in the local area.
2. The ground(s) for review must be based on one of the licensing objectives.
3. Please list any additional information or details for example dates of problems which are included in the grounds for review if available.
4. The application form must be signed.
5. An applicant’s agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
6. This is the address which we shall use to correspond with you about this application.

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Home Office

Premises Licence Review

St Johns Mini-Market
90 St Johns Avenue
NW10 4EG

Contents

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Case Summary

On the 23 November 2024, West London Immigration Compliance and Enforcement (ICE) team visited St Johns Mini-Market, 90 St Johns Avenue, NW10 4EG after intelligence was received that the premises employed illegal workers.

Entry to the premises was gained at approximately 15:14hrs under Section 179 of the Licensing Act 2003.

A civil penalty referral notice was served, and this is currently under consideration.

Licensed Premises History

The premises license number is 150414 issued by Brent Borough Council on 24 November 2005, with CETIN DOGAN named as the licence holder and Designated Premises Supervisor.

The company registration number for ST JONHS MINI-MARKET is 07897293 **under the name of** ST JONHS MINI MARKET LIMITED. Companies House shows that it was incorporated on 04 January 2012, is currently active and Cetin DOGAN was appointed the sole director on 04 January 2012.

The premises is licensed for the sale of alcohol between the hours of:

Mon-Sat	-	08:00 – 23:00
Sun	-	10:00 – 22:30.

Enforcement Visit: 23 November 2024

Upon entering the premises, at approximately 15:14hrs, the immigration officers encountered a total of two people working illegally. A third person, the owner was also at the premises.

[REDACTED]

[REDACTED] was encountered whilst working within the shop premises.

An illegal working interview was conducted with [REDACTED]. He stated that he had been employed at the business for around one month. He works 6 days a week. 7 hours a day and is paid £360 in cash every Tuesday by the owner. He stated he was given the job by [REDACTED] the owner who also advises on what days and hours should be worked.

When questioned about pre-employment checks, [REDACTED] confirmed he showed his passport to [REDACTED] and said, 'he knows I cannot work in this store'.

Home Office checks showed that [REDACTED] entered the UK on a skilled worker visa to work in the IT industry, the visa was valid from March 2024 to April 2026. However, [REDACTED] admitted that he had not worked for his sponsor for one and a half months. During [REDACTED] interview when asked for the IT company managers name, he responded, 'I can't remember'. When asked if he could show any payments from the IT company [REDACTED] responded 'No', this indicated that [REDACTED] had never undertaken work for his sponsor company.

While the skilled worker visa allows for additional employment, this can only be undertaken for a similar role to that they've been sponsored for whilst working for their sponsored role. Working as a shop assistant does not meet the criteria for additional employment under this visa route. In this case [REDACTED] was found working when he did not hold the right to work.

[REDACTED]

[REDACTED] was encountered by immigration officers whilst working; unloading stock from a van parked outside the premises. It was later confirmed that this van belonged to the owner, [REDACTED].

Home Office checks showed [REDACTED] arrived in the UK on 10 March 2011 and had no right to work. [REDACTED] has since made various further applications to regularise his stay which have all been refused, with the final application being refused on 12 October 2018. [REDACTED] has never held the right to work in the UK.

An illegal working interview was conducted with [REDACTED]. [REDACTED] confirmed that he had been working at the premises for 4/5 months helping with deliveries,

working 6 hours a day being paid £70 a day in cash. [REDACTED] stated he gets called when he is needed and is paid £200/£250 a week cash in hand by the owner and does not pay income tax or National Insurance contributions.

[REDACTED] stated that he was given the job by [REDACTED] the owner, after visiting the premises as a customer. [REDACTED] confirmed that he did not provide any documents to prove his right to work. When questioned if the employer was aware he was not allowed to work [REDACTED] replied 'Definitely he does'.



Photograph of the van parked outside the premises from which [REDACTED] was *unloading stock when encountered.*

Employer – [REDACTED]

[REDACTED] was working at the premises when the officers arrived and throughout the visit.

An interview was conducted with [REDACTED] regarding the employment of the two illegal workers. [REDACTED] admitted that [REDACTED] comes to his shop 2/3 times a week and helps with deliveries. [REDACTED] stated he does not pay him any money, but he gives [REDACTED] food, cigarettes, and beer. He stated [REDACTED] does not work at his shop he only helps, he also mentioned that he does not employ illegal people, and if he did employ [REDACTED] he would have informed his accountant. He stated that he did not ask for any documentation as [REDACTED] does not work for him. When questioned 'When did you last check the employee's employment status' [REDACTED] responded 'I never did'.

[REDACTED] admitted that [REDACTED] helps out in the shop helping with stocking shelves, he stated he pays [REDACTED] £30/£50 depending on when he helps, he

stated he sometimes gives [REDACTED] food. [REDACTED] stated he has not employed [REDACTED] and the money he pays [REDACTED] is pocket money. [REDACTED] stated he did not ask [REDACTED] for any documents because he believes [REDACTED] does not work for him and only helps out.

It was explained to [REDACTED] that [REDACTED] and [REDACTED] are not allowed to work in the UK.

Reasons for Review

Section 36 and Schedule 4 of the Immigration Act 2016 amended the Licensing Act 2003 to introduce immigration safeguards in respect of licensing applications made in England and Wales on or after 06 April 2017. The intention is to prevent illegal working in premises licensed for the sale of alcohol or late-night refreshment.

There were two illegal workers encountered at the premises. In this case, [REDACTED] claimed that both workers were 'helping out' and he did not request for any right to work documentation or conduct any checks. However, it must be noted that both individuals freely admitted to working at the premises and being paid to do so. 'Helping out' is considered as working and the license holder should be conducting right to work checks prior to employees commencing work. The license holder stated during his interview that he remunerated the employees the two workers with food, cigarettes, beer and pocket money. In contrast, the employees admitted to receiving weekly wages in return for their work. It is therefore considered that [REDACTED] attempted to deceive immigration officers during his interview.

Whether by negligence or wilful blindness illegal workers were engaged in activity on the premises, yet it is a simple process for an employer to ascertain what documents they should check before a person can work. All employers are dutybound by law to conduct these checks, and guidance can be found on the GOV.UK website or by using a search engine. Additional information on how to conduct these checks is available online, this includes the Home Office's official YouTube page. It is an offence to work when a person is disqualified to do so, and such an offence can only be committed with the co-operation of a premises licence holder or its agents. It is also an offence to employ illegal workers where there is reason to believe this is the case.

It must also be noted that one of the workers admitted to being paid £360, for working 7 hours a day, 6 days a week. This indicates the worker was paid £8.57 per hour when the national minimum wage at the time of the visit was £11.44. This contravenes employment law and further underscores the lack of compliance with legal obligations at the premises. Such practices not only exploit workers but also provide an unfair competitive advantage over businesses that adhere to wage regulations. The payment of below-minimum wages raises serious questions about the licence holder's commitment to lawful and ethical employment practices.

Section 182 guidance at point 11.27 states that certain activity should be treated particularly seriously, and this includes employing someone who is disqualified from that work by reason of their immigration status in the UK. 11.28 of the guidance states that it is expected that revocation of the licence – even in the first instance – should be seriously considered.

Immigration Enforcement submits that for commercial reasons those engaged in the management of the premises employed illegal workers and a warning or other activity falling short of a review is inappropriate; therefore, Immigration Enforcement has proceeded to a review.

Outcome Sought

The objective of the Licensing Act 2003 is to provide a clear, transparent framework for making decisions about applications by individuals or businesses wishing to sell or supply alcohol or provide certain types of regulated entertainment and late-night refreshment.

There are four licensing objectives which underpin the Licensing Act 2003, and which need to be considered and promoted throughout the licensing process.

The licensing objectives are:

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

St Johns Mini Market under the control of Cetin DOGAN has been found employing illegal workers. This business has clearly failed to meet the prevention of crime and disorder and public safety objectives. The license holder would have been aware of his responsibilities to uphold the licensing objectives as they are clearly defined as part of the premises license application.

Immigration Enforcement has submitted that the license holder failed to conduct right to work checks prior to commencing employment. Merely remedying the existing situation (for instance by the imposition of additional conditions or a different DPS), is insufficient to act as a deterrent to the licence holder and individuals involved in the management of the business from employing workers that lack the relevant permission to work in the UK.

Significant levels of illegal working have taken place at the premises. As a starting point, this can be remedied by a suite of measures which act as a deterrent to the licence holder and others from employing illegal workers. The proposed measures include:

1. **Removal of the DPS:** The DPS failed to ensure that proper right – to – work checks were conducted and demonstrated a lack of regard for immigration and employment laws. Removing the DPS will ensure that a more responsible and compliant individual is appointed to oversee the premises.
2. **Adding conditions to the license:** To ensure compliance and improve operations standards, the following conditions should be added:
 - All employees must have right- to – work checks completed before starting employment, and copies must be retained on-site for inspection by relevant authorities.
 - Regular training for the DPS, management, and staff on licensing and employment laws, including how to conduct proper right – to – work checks and making sure there is a log kept for this.

- A training log for staff must be maintained on-site, detailing the dates of training, topics covered and names of staff. This log should be made available for inspection by authorities upon request.
 - Implementation of robust record keeping systems to track employee details, hours worked, and payments made, ensuring compliance with employment and tax regulations.
3. **A period of suspension:** A temporary suspension of the premises license would provide time for the business to implement the recommended changes. This period would allow for the appointment of a new DPS, the introduction of proper compliance measures, and the establishment of clear operational procedures to prevent future breaches.

These measures are considered proportionate and necessary to deter the premises from engaging in illegal practices and to uphold the integrity of the licensing objectives. The disregard for right-to-work checks and the employment of illegal workers not only undermines the law but also enables exploitative practices, such as the underpayment of wages, which significantly harms individuals and creates an unfair competitive advantage over compliant businesses.

Appendix: Supporting Documents

Encounter [REDACTED] ([REDACTED]) – Complete

Illegal Working - Employee [REDACTED] ([REDACTED])

QA [REDACTED] (EV27-968,994)

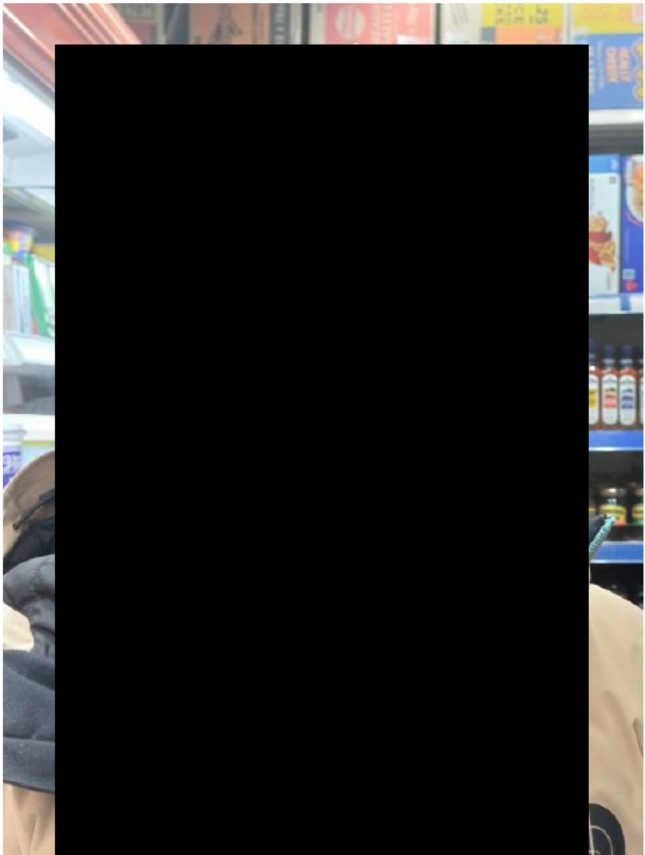
Encounter [REDACTED] ([REDACTED]) – Complete

Illegal Working - Employee [REDACTED] ([REDACTED])

Freetext Poi ([REDACTED]) - Completed

Illegal Working - Employer [REDACTED] ([REDACTED])

Encounter	
Details	
Type of work	Visit
Visit reference	[REDACTED]
Created by	[REDACTED]
ProntoID	[REDACTED] - India
Time	15:26
Created at geolocation	<div>Easting 521598</div> <div>Northing 183921</div>
Creation date	23-11-2024 15:26:05
Chosen Identity	
Identity source/type	Biographic
Name	[REDACTED]
DOB	[REDACTED]
Gender	Male
Nationality	India
Languages	
Languages spoken	English
Interpreter used?	No
Encounter	
Encountering officer	[REDACTED]
Is this encounter related to a Small Boats event?	No
Is this person the subject of the visit?	No
Do you suspect an immigration offence?	Yes
Why do you suspect the person of an immigration offence?	Intelligence received that illegal working was occurring at this business premises. no named offenders. poi was inside the shop and admitted to helping out. ho checks conducted, which came back as poi having an skilled worker tier 2 as an it consultant. poi cannot work here
Where was the person located?	Inside front of shop
Declared immigration status	Tier 2 skilled worker
How and when did the subject last enter the UK?	30 April 2024
CIDPID/CEPR	[REDACTED]

Are there any vulnerabilities/trafficking/safeguarding issues?	No
Are you taking enforcement action?	Yes
References (Person ID, HO Ref, Port Ref, BRP)	
Biographic search results	<p>Systems checked Atlas</p> <p>Result of checks Match</p> <p>Does the person have an open absconder status on Atlas Person Alerts? No</p> <p>Status returned by system checks</p>
Photo of Subject	
Do you want to take a photograph of the subject?	Yes
Powers used	Paragraph 18(2) Schedule 2 Immigration Act 1971
Photo of subject	 <p>poi</p>
Identity Documentation	
Document 1	Identity

	<p>Document type</p> <p>Name in document (if different from above)</p> <p>Document reference</p> <p>Document expiry date</p> <p>Country of issue (if different from nationality above)</p> <p>Suspected fraudulent</p> <p>Notes</p> <p>Photos</p>
Notes	
No notes entered.	

Illegal Working - Employee

Details

Type of work	Visit
Visit reference	██████████
Created by	██████████
ProntoID	████████████████████ - India
Subject CIDPID/CEPR	Unknown
Subject name	████████████████████
Subject DOB	██████████
Subject nationality	India
Subject gender	Male
Time	15:37
Created at geolocation	<div>Easting 521599</div> <div>Northing 183921</div>
Creation date	23-11-2024 15:37:17

Language of Interview

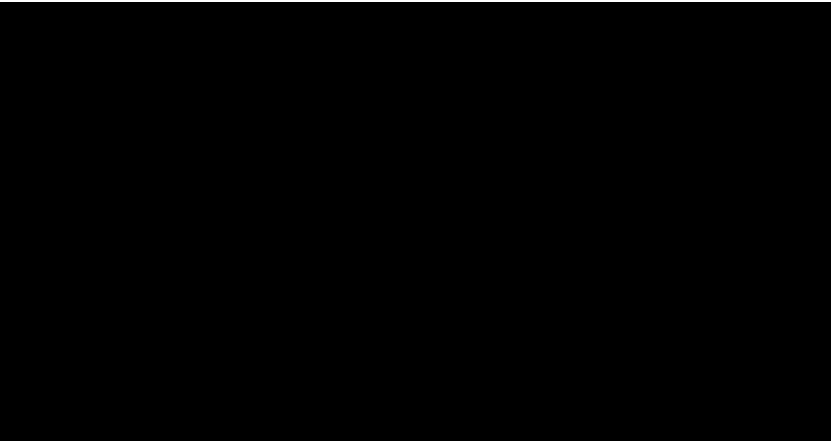
What language is the interview carried out in?	English
Interpreter used?	No

Obligation

How long have you been working at St John mini market ?	I have been working here for an month.
What is your job role/ what are your duties?	I deal with the stock and stock levels.
What days/ hours do you work each week?	I work 6 days a week. I only have Wednesday off.
Do you work the same hours/ days every week?	I work the same days every week. I always have Wednesday off. I work around 7 hours every week.

Control

Who gave you this job (name and role in business)?	██████ gave me the job. He the owner here and he working on the till.
Who tells you what days/ hours to work?	He tells me what hours to do and days. ██████ will tell me what days and hours I am required.
Who tells you what tasks/ duties to do each day?	██████ tell me what days and hours to do.

Remuneration	
How are you paid (money, accommodation, food)?	I am paid cash in hand.
If money, how much and how do you receive it?	I get paid £360 cash every week. I get paid cash in hand every Tuesday.
Who pays you?	█████ pays me.
Do you pay income tax or have a National Insurance number?	No, I don't pay this.
Pre-employment Checks	
What name does the employer know you as?	He calls me █████
Did the employer check your right to work or immigration status before they offered you the job?	I showed him my passport, but he knows I can not work in this store.
Did you show documents or share a code with the employer to prove your right to work before being offered the job? If so, what did you show and were they originals?	I showed him my Indian passport only.
Does your employer know you're not allowed to work in the UK?	Yes, he knows that I can't work here.
Additional Questions	
Who else works here?	No
Photographs	
No photographs.	
Declaration	
I confirm that I have understood all the questions and that the details are true and correct.	
Interviewee signature (█████ █████)	

	23-11-2024 15:50:13
Observations	
Observations	POI was in the shop and said that he didn't work here. He was wearing his own clothes as this is a small shop they don't provide uniform.
Do you suspect this person of illegal working?	Yes

Q&A	
Details	
Type of work	Visit
Visit reference	[REDACTED]
Created by	[REDACTED]
ProntoID	[REDACTED] - India
Subject CIDPID/CEPR	Unknown
Subject name	[REDACTED]
Subject DOB	[REDACTED]
Subject nationality	India
Subject gender	Male
Time	15:50
Created at geolocation	<div>Easting 521599</div> <div>Northing 183922</div>
Creation date	23-11-2024 15:50:21
Language of Interview	
What language is the interview carried out in?	English
Interpreter used?	No
Q&A	
Are you fit and well to be interviewed?	Yes
How long have you been working here for?	I have been working in St John Mini Market for about an month.
Who have you this job?	[REDACTED] who is the owner gave me this job.
what days do you work here?	I work here every day apart from Wednesday. I usually work around 7 hours a day u less I am required for more.
What visa do you have to remain in the UK?	I have a skilled worker tier 2 visa as an it consultant. The company is for Infinite business solutions Ltd.
Do you still work as an IT consultant.?	No. I have not worked there for over 1 and half month as they have no work.
Have you told Home Office that you stopped working there?	I have not told them anything.
Has your sponsor in Infinite business solutions Ltd. told you about any future work streams?	No. They said if we have any future work, then I can come back

what is the name of your last manager at your it company which you was working at?	I can't remember.
What was your salary at your IT consultant?	My yearly salary was £38,000
How was you paid from your IT consu	I was paid in my bank account.
can you show me your payment into your bank account from your IT payment?	No.
Have you ever been paid by your IT consultant?	No
I can't see any payments of you getting paid from your IT consultant, this would lead me to believe you never worked at your IT consultant?	I'm looking for work.
is your sponsor fake?	I don't know.
where is your passport?	At home
You were found working in St John Mini Market, and you admitted to working here for about a month. you also stated that you were granted entery as a Tier 2 skilled worker as an IT consultant. You could not show me any payments being made from Infinite Solutions LTD. Later, you said you never been paid as a software developer, and you were looking for work. your leave will be cancelled now. Do you have any reply?	No.
Have you understood all the questions?	Yes

Declaration

Interviewee signature

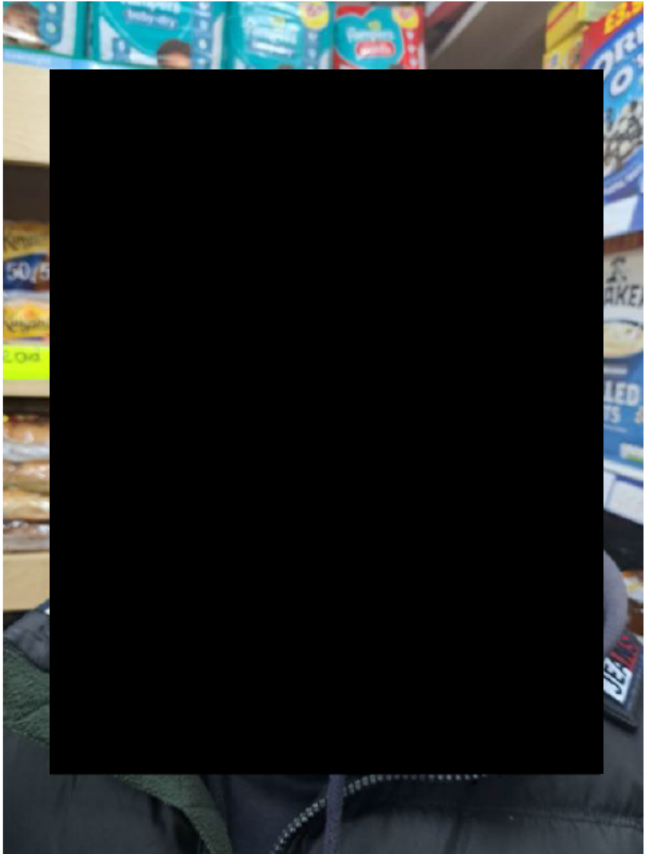
[REDACTED]

)



23-11-2024 16:30:14

Encounter	
Details	
Type of work	Visit
Visit reference	[REDACTED]
Created by	[REDACTED]
ProntoID	[REDACTED] - Pakistan
Time	15:18
Created at geolocation	No geolocation available
Creation date	23-11-2024 15:18:41
Chosen Identity	
Identity source/type	Declared
Name	[REDACTED]
DOB	[REDACTED]
Gender	Male
Nationality	Pakistan
Languages	
Languages spoken	English
Interpreter used?	No
Encounter	
Encountering officer	[REDACTED] - Officer
Is this encounter related to a Small Boats event?	No
Is this person the subject of the visit?	No
Do you suspect an immigration offence?	Yes
Why do you suspect the person of an immigration offence?	Intel states no named offenders working illegally on Target premises. individual encountered unloading van outside Target premises
Where was the person located?	Outside Target premises
Declared immigration status	Overstayer
How and when did the subject last enter the UK?	10/3/2011 via Heathrow
CIDPID/CEPR	[REDACTED]
Are there any vulnerabilities/trafficking/safeguarding issues?	No
Are you taking enforcement action?	Yes

References (Person ID, HO Ref, Port Ref, BRP)	[REDACTED]	
Biographic search results	Systems checked CRS, Atlas Result of checks Trace Does the person have an open absconder status on Atlas Person Alerts? No Status returned by system checks	
Photo of Subject		
Do you want to take a photograph of the subject?	Yes	
Powers used	Paragraph 18(2) Schedule 2 Immigration Act 1971	
Photo of subject	 <p style="text-align: center;">photo</p>	
Identity Documentation		
Document 1	Identity Document type Name in document (if different from above)	

	Document reference Document expiry date Country of issue (if different from nationality above) Suspected fraudulent Notes Photos
Notes	
Entered UK on T4 student visa 25/01/11 expired 4/5/13. Subsequently made further applications to regularise his leave but these were refused. Poi has no further leave to remain in the UK	
Management Checks Complete	
Date management checks complete	17-12-2024 16:17:05
Reviewer(s)	

Illegal Working - Employee

Details

Type of work	Visit
Visit reference	[REDACTED]
Created by	[REDACTED]
ProntoID	[REDACTED] - Pakistan
Subject CIDPID/CEPR	Unknown
Subject name	[REDACTED]
Subject DOB	[REDACTED]
Subject nationality	Pakistan
Subject gender	Male
Time	16:10
Created at geolocation	No geolocation available
Creation date	23-11-2024 16:10:05

Language of Interview

What language is the interview carried out in?	English
Interpreter used?	No

Obligation

How long have you been working at St John's mini market	I started 4 or 5 months ago
What is your job role/ what are your duties?	I just help with deliveries
What days/ hours do you work each week?	Sometimes they call me when they need me, I work 6 hrs maximum
Do you work the same hours/ days every week?	No it depends when they need me

Control

Who gave you this job at St John's mini market shop	[REDACTED] the owner gave me the job
Who tells you what days/ hours to work?	[REDACTED] the owner tells me
Who tells you what tasks/ duties to do each day?	[REDACTED] tells me what to do
How much do you get paid a day	Get paid £70 per day

Remuneration	
How are you paid (money, accommodation, food)?	I get paid cash by [REDACTED] at the end of the week
If money, how much and how do you receive it?	I get paid at the end of the week about £200 to £250 cash depending on what hrs I do
Who pays you?	[REDACTED] THE OWNER
Do you pay income tax or have a National Insurance number?	No
Pre-employment Checks	
What name does the employer know you as?	[REDACTED]
Did the employer check your right to work or immigration status before they offered you the job?	No I come as a customer and he offered me the job
Did you show documents or share a code with the employer to prove your right to work before being offered the job? If so, what did you show and were they originals?	No
Does your employer know you're not allowed to work in the UK?	Definitely he does
Have you understood all the questions today	Yes
I've read you back all the questions, do you understand them	Yes
Additional Questions	
Who else works here?	[REDACTED]
how long has [REDACTED] worked St John's mini market	I'm not sure

Photographs

photo 2

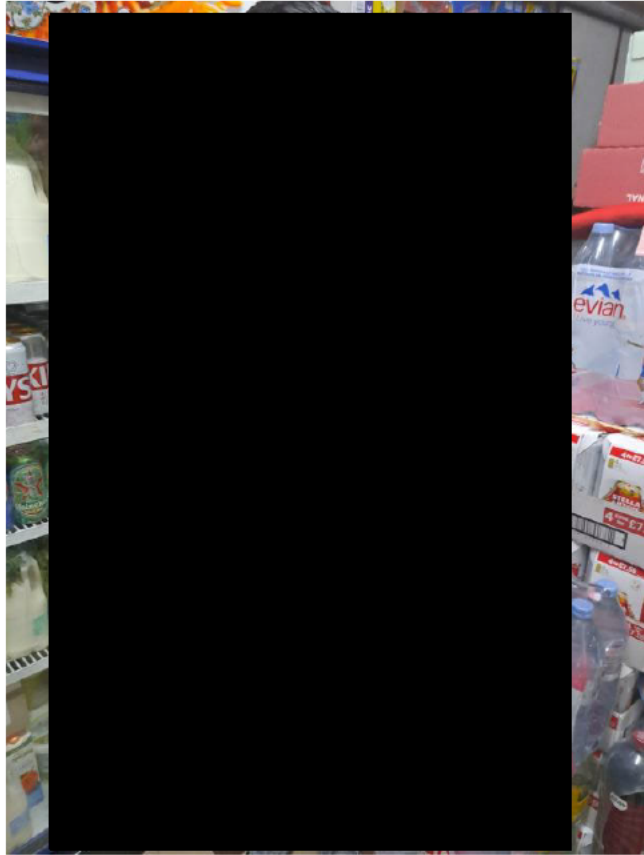


Exhibit Ref

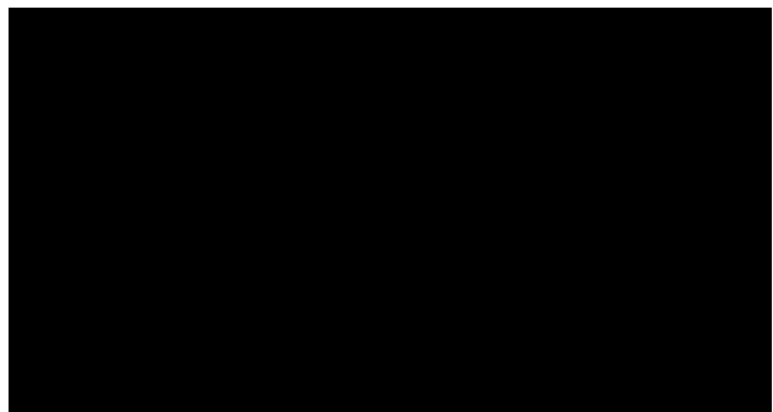
AP001

Declaration

I confirm that I have understood all the questions and that the details are true and correct.

Interviewee signature (

)



23-11-2024 16:29:43

Observations

Observations

Individual observed unloading van outside shop by

Do you suspect this person of illegal working?

Yes

Management Checks Complete	
Date management checks complete	17-12-2024 16:17:06
Reviewer(s)	

Freetext	
Details	
Type of work	Visit
Visit reference	██████████
Created by	██████████
Address	St Johns Mini Market, 90 St Johns Avenue, Harlesden, London, NW10 4EG (Visit Address)
Subject CIDPID/CEPR	Unknown
Subject name	██
Subject DOB	██████████
Subject nationality	Pakistan
Subject gender	Male
Time	16:57
Created at geolocation	Easting 521597 Northing 183921
Creation date	23-11-2024 16:56:48
Is this entry related to a Critical Incident?	No
Entry	
Title	Poi
Text	As I was approaching the premises I saw the Asian male who I now know as ██████████ unloading shop stock such as drinks and other items from a silver Vito van. The can belongs to the owner of the shop. I approached ██████████ and identified myself as an immigration officer and asked him to come into the shop.

Photographs

van

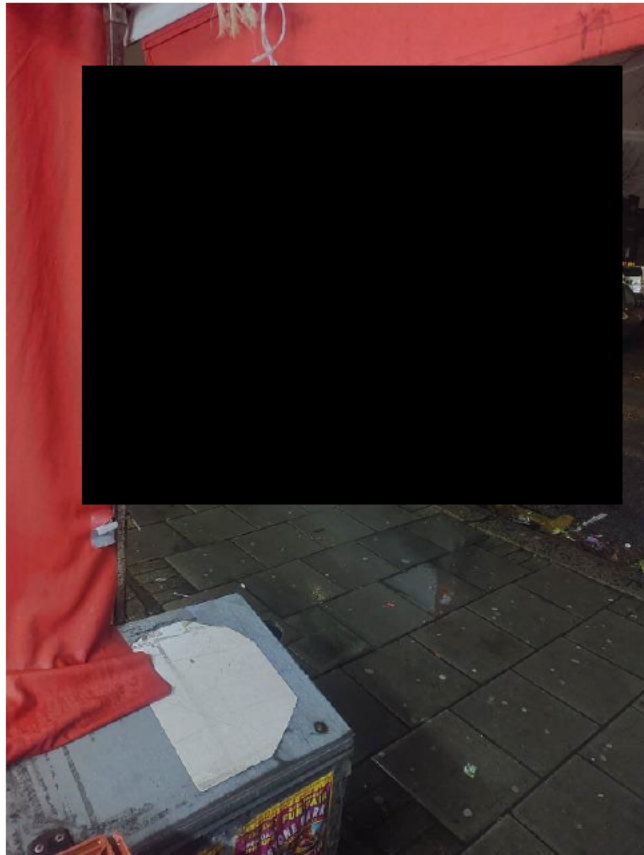


Exhibit Ref

View from shop of van [REDACTED] was unloading stock

Illegal Working - Employer

Details

Type of work	Visit
Visit reference	[REDACTED]
Created by	[REDACTED]
ProntoID	[REDACTED] - British Citizen
Subject CIDPID/CEPR	Unknown
Employer	[REDACTED]
Subject DOB	[REDACTED]
Subject nationality	British Citizen
Subject gender	Male
Time	16:18
Created at geolocation	<div>Easting 521599</div> <div>Northing 183921</div>
Creation date	23-11-2024 16:18:19

Language of Interview

What language is the interview carried out in?	English
Interpreter used?	No

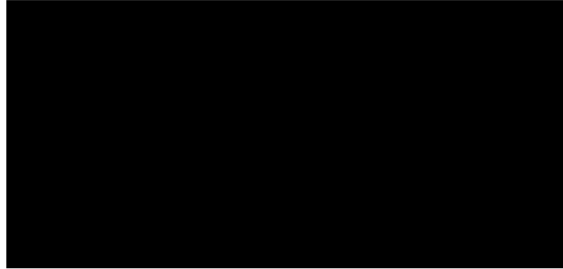
Employer Details

What is the name of the business?	St John's mini market LTD NW10 4EG.
If the business is owned by a company what is the name of the company?	just limited.
What are the Companies House and VAT numbers of the business?	VAT 133204168.
What is your position here?	Director.

Declaration by Employer

I confirm that I have understood all the questions and that the details are true and correct.

Signed by [REDACTED]



23-11-2024 16:59:26

Employee - [REDACTED]

Known to employer as

I call him [REDACTED]

Obligation

How long has the [REDACTED] been working at this business?

He does not work long. He comes a couple of times for help and before 2 times he came. 3 or 4 times he came he don't work I call him to help. 3 weeks now before 1 week.

How often do you call him to help?

When the delivery comes, I call him half an hour before. We are due it 2-3 times a week.

When was the last time he helped you with your delivery?

He helped today, he came couple of hours before. I phoned him and told him the delivery is coming in.

When is the next time you will call him to help you?

I don't know it depends on the delivery. Sometimes I call him not always.

Do they help often?

Sometimes yes.

What days do they usually help here?

Weekends sometimes he comes before. Depends on the delivery.

What days/ hours do they work each week?

Maybe 2 or 3 hours depends on delivery.

Are their days/ hours the same every week?

Not every week depends on the delivery. He does not work everyday here.

What days does he work if not everyday?

Sometimes Saturday, Wednesday. 2 or 3 times when there is delivery.

Control

Who gave the employee this job?

I call him. I did not give him a job. I call him to help.

Who tells them what days and hours to work?

I tell him when the delivery is coming.

Who tells them what tasks or duties to perform each day?	I do.
Where are the employee records?	Everything is with the account. He keeps everything.
How do you contact [REDACTED] to inform him of the deliveries?	By phone. I call him.
The encountered employer advised me during the Q&A that they would show me their messages on their mobile app, which would show me the hours and weeks the employee works. I noted that there was no conversations or call logs with [REDACTED]. I asked for permission to see this chat on their phone, to which the employer agreed and provided me with permission to see these chats. No chats were clearly visible nor were call logs.	N/A
Remuneration	
What is the employee given in return for their tasks and duties?	Sometimes I give him food. He never asks for money. He asks for cigarettes sometimes I give him. Sometimes he asks for beer I give him.
Who pays this employee?	I don't pay him. He don't work here.
How is this employee paid – cash, bank transfer?	I don't pay him.
Does HMRC know that this employee works at your business?	No he does not work. If he does then I would tell my accountant. I don't give illegal people a job.
Pre-employment Checks	
Did you check the right to work or immigration status before you offered the employee the job?	No. I didn't ask if he wanted to work here. For helping I said he can help with deliveries. If I gave him a job I'd give my accountant everything.
Did the employee share a digital code with you to enable you to check their right to work in the UK?	No.
Did you ask to see any documents from the employee to demonstrate their right to work in the UK?	No. I didn't ask him to work. He is just helping.
What documents did you ask to see and what were you shown before offering employment?	I didn't ask for anything because he isn't working here.
When did you last check the employee's employment status?	When he came he said he is here 2-3 months with a visa but I don't know which visa. He is here for help only.

Did you know that the employee is allowed to work in the UK, but he cannot work here at this premise?	He said I am allowed to work in the UK but not here. He said he has visa that's why I said he can help sometimes.
Do you have any questions for me or would like any clarifications on anything I have asked you?	No, he has been here 2 or 3 weeks to help.
Would you like to read through this interview, before you sign to confirm all the information you have provided is correct or if it requires any ammendments?	No it's okay. You've wrote down what j have said.
Employee - [REDACTED]	
Known to employer as	[REDACTED]
Obligation	
How long has the employee been working at this business?	I know more then him he just helps aswel. Sometimes I give him mo ey 30-50pounds depending when he helps. I give him money.
What is their job role/ duties?	Helping like with the shelving.
Are their days/ hours the same every week?	Depends. Monday Wednesday Thursday or weekends. When my wife drops my kids to school he helps out.
Are their days/ hours the same every week?	Sometimes depends. When I need help. When my wife goes home he comes to help because I call him.
Do they help often?	Yes. He dont have another job.
When will they be helping next?	He helped yesterday and today. When I call him. Again when the delivery comes but I don't know when.
What days do they usually help here?	Depends Wednesday, Friday again depending on delivery.
Control	
Who gave the employee this job?	I did.
Who tells them what days and hours to work?	I do. I tell him to come and help.
Who tells them what tasks or duties to perform each day?	I do.
Where are the employee records?	No he don't work here.
How do you contact Hafiz to come here?	I phone him.
Remuneration	
What is the employee given in return for their tasks and duties?	Sometimes I give him pocket money, or food. When he helps I help him.
If the payment includes money, how much is paid?	When he works, if he works 3 hours I give £30-40. He don't ask for it. I give him pocket money.

Does HMRC know that this employee works at your business?	No. He don't work here.
Do you transfer money into his account?	No.
Pre-employment Checks	
Did you check the right to work or immigration status before you offered the employee the job?	No. He said I can do for you.
Did the employee share a digital code with you to enable you to check their right to work in the UK?	No.
Did you ask to see any documents from the employee to demonstrate their right to work in the UK?	No. When he helps I can't ask for this and that. He just helps.
When did you last check the employee's employment status?	I never did.
Did you know that the employee was not allowed to work in the UK?	No. He said he is here a long time and he's been here for 10 years. When someone comes to ask for help I don't ask for anything.
Do you have any questions for me or would like any clarifications on anything I have asked you?	No.
Would you like to read through this interview, before you sign to confirm all the information you have provided is correct or if it requires any ammendments?	Yes.
Are you happy with the interview?	Yes thank you.
Have you understood the questions I have asked you?	Yes.
Observations	
Observations	
Management Checks Complete	
Date management checks complete	19-12-2024 19:37:42
Reviewer(s)	

Sent: 24 January 2025 07:17

To: Business Licence <business.licence@brent.gov.uk>

Subject: Applications 33892 and 33809 St Johns Mini Market 90 St Johns Avenue

Hi Business Licensing

In relation to the related applications 33892 and 33809 at St John's Mini Market, 90 St Johns Avenue NW10 4EG in order to ensure the Prevention of Public Nuisance and Crime & Disorder I wish to make representations such that the licence to sell alcohol should be suspended and subsequently a new condition of Minimum Unit Pricing (70p per unit of alcohol as per the SLP*) be added. It's unclear if conditions include the usual CCTV coverage hoped for in off licences but this should be in place

In addition to the serious case laid out in the Home Office Premises Licence Review, the shop attracts street drinkers. Local residents will be familiar with the men who sit on the pavement outside the premises in the summer. This week when passing the shop I was accosted by a drunk male who asked me to buy him a beer. After I declined he hung around and shouted at several other people passing by (including a young couple with a pram) to buy him beer. Any licensee who genuinely opposes, and has no interest in profiting from, problematic drinking / street drinking should be happy to include MUP.

*London Borough of Brent Statement of Licensing Policy 2025 - 2030: the council encourages applicants to consider the benefits to Brent and their premises of including a voluntary condition of a 70p Minimum Unit Price in their application. Where representations are made on an application the council will consider applications that a voluntary condition of a Minimum Unit Price for all sales of alcohol to be more in alignment with the policy

Please note that the Licensing portal pages for 33892 and 33809 currently indicate the opening hours as 07:00 - 22:00 but the supply of alcohol as 08:00 - 23:00 That's to say sale of alcohol permitted one hour after the shop has closed?

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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**.*

Signed.....
Director of Environment and Neighbourhood

Date: 31 July 2012

Licence number 150414

Licence start date: 24/11/2005

Part 1 - Premises Details

ST JOHNS MINI-MARKET, 90 St Johns Avenue, London, NW10 4EG
Telephone: 020 8965 9565

Licensable activities and the times authorised by this licence

Supply of Alcohol:

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

Non standard timings: Good Friday 8.00hrs to 22.30hrs

Christmas Day 12.00hrs to 15.00hrs and 19.00hrs to 22.30hrs

Whether alcohol is authorised to be supplied on or off the premises: **Off**

The Opening Hours of the Premises:

Day	Start Time	End Time
Monday	07:00	22:00
Tuesday	07:00	22:00
Wednesday	07:00	22:00
Thursday	07:00	22:00
Friday	07:00	22:00
Saturday	07:00	22:00
Sunday	07:00	22:00

Part 2

Details of Holder of Premises Licence:

Name: Mr. Cetin Dogan

Address:

Telephone:

Details of Designated Premises Supervisor:

Name: Cetin Dogan

Address:

Telephone:

Personal Licence Number:

Issuing authority:

Annexe 1 - Mandatory Conditions
--

(a) No supply of alcohol may be made at a time when no designated premises supervisor has been specified in the licence or at a time when the designated premises supervisor does not hold a personal licence or his or her licence has been suspended.

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

All persons present on the premises who are required to carry out a security activity must be licensed by the Security Industry Authority.

(c) The responsible person shall ensure that-

(i) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures-

- beer or cider: half pint;

- gin, rum, vodka or whisky: 25ml or 35ml; and

- still wine in a glass: 125ml; and

(ii) customers are made aware of the availability of these measures.

Embedded Conditions

Annexe 2 - Conditions Consistent With the Operating Schedule

None

Annexe 3 - Conditions Attached After a Hearing by the Licensing Authority
--

None

Annexe 4 - Plans

See attached sheet.

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: 12 September 2005
Current issue date: 31 January 2025

Authorised signatory

Premises licence number: 150414

Part 1 – Premises Details

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

St Johns Mini Market
90 St Johns Avenue, London, Brent, NW10 4EG

Where the licence is time limited the dates

Licensable activities authorised by the licence

Section J: Sale of alcohol: Off the premises

The times the licence authorises the carrying out of licensable activities

Section J: Sale or Supply of Alcohol: 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 8.00hrs 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	07:00	22:00
Tuesday	07:00	22:00
Wednesday	07:00	22:00
Thursday	07:00	22:00
Friday	07:00	22:00
Saturday	07:00	22:00
Sunday	07:00	22:00

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

Off the premises

Part 2

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

Mr Cetin Dogan

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

Kemal Dogan

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 is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b)-permitted price 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 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 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 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) would be different from the permitted price on the next day (-the second day) 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. All employees must have right-to-work checks completed before starting employment, and copies must be retained on-site for inspection by relevant authorities.
2. Regular training for the DPS, management, and staff on licensing and employment laws, including how to conduct proper right-to-work checks and making sure there is a log kept for this.
3. A training log for staff must be maintained on-site, detailing the dates of training, topics covered and names of staff. This log should be made available for inspection by authorities upon request.
4. Implementation of robust record keeping systems to track employee details, hours worked, and payments made, ensuring compliance with employment and tax regulations.

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

Annex 4 – Plans

See attached

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Basemap Map



1:1250

0 0.02 0.04 kilometres



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From: Legister, Linda
Sent: 25 February 2025 13:47
To: Raj Hundal
Cc: IE Licensing and Compliance Reviews Dave Roberts (West London ICE)
Subject: RE: Request for Withdrawal of Review Application for St Johns Mini Market, 90 St Johns Avenue Harlesden NW10 4E

Hi Raj

Thank you for confirming.

The decision notice will be sent out to you shortly after the hearing.

Regards

Linda Legister

Licensing Applications Officer

From: Raj Hundal
Sent: 25 February 2025 11:17
To: Legister, Linda <Linda.Legister@brent.gov.uk>
Cc: IE Licensing and Compliance Reviews >; Dave Roberts (West London ICE) >
Subject: RE: Request for Withdrawal of Review Application for St Johns Mini Market, 90 St Johns Avenue Harlesden NW10 4E

Hi Linda,

We are content that the conditions added and change of DPS should resolve the issues we highlighted. Should we visit again and find further immigration breaches, we will not hesitate to call another review. I appreciate that a member of the public has made representations and will be attending, therefore we will not send an officer and allow the committee to focus on the other issues that have been raised.

Thank you for your assistance in this process.

Raj Hundal

Lead for IE Licensing Compliance

Interventions, Sanctions & Compliance

Enforcement, Compliance and Crime

Immigration Enforcement

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Subject : Review - 90 St Johns Avenue
Date : 13 January 2025 13:13
Linked to: Licensing (Brent Council)
From : "Mahir Kilic" [REDACTED]
To : Licensing [REDACTED]
Cc : [REDACTED]

Dear All,

I would like to confirm that Mr Cetin Dogan has appointed us as a licensing agent to advise him regarding the review application submitted by the HM.

We have taken this review very seriously. In the light of the application we decided to remove the DPS and submit minor variation application to add the conditions suggested by the HM. We will submit the applications tomorrow.

I hope to get the review application withdrawn after the grant of the Minor Variation.

Please do not hesitate to contact me if you require any clarification.

Kind Regards,
Mahir Kilic
[REDACTED]

**Menu ▼**[Information & Payment Help](#) [Cancel](#)

Thank you. Your online payment has been successful. Please allow a minimum of two working days for your payment to be processed.

If you provided an email address, you will also receive a confirmation email with these details. Please note, if you can't see an email in your inbox, check your junk or spam folder as it may be there.

Payment details

Payment for	Account/Reference Number	Name	Amount
Licences - Premises Licence Vary DPS	33885	Mr Mahir Kilic	£23.00
Item Total			£23.00

Payment reference

Authorisation code

Transaction date and time 15-01-2025 15:09

Consent of individual to being specified as premises supervisor

I **Mr Kemal Dogan** of [redacted]

[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for **Vary of DPS** [type of application] by **Mr Cetin Dogan** [name of applicant] relating to a Premises Licence **150414** [number of existing licence, if any] for **St Johns Mini-Market, 90 St Johns Avenue London NW10 4EG** [name and address of premises to which the application relates] and any premises licence to be granted or varied in respect of this application made by **Mr Cetin Dogan** [name of applicant] concerning the supply of alcohol at **St Johns Mini-Market, 90 St Johns Avenue London NW10 4EG** [name and address of premises to which application relates]

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number [insert personal licence number, if any] [redacted]

Personal licence issuing authority [insert name and address and telephone number of personal licence issuing authority, if any]

Borough of Broxbourne

Signed



Full Name **Mr Kemal Dogan**

Date **15/01/2025**

Application to vary a premises licence to specify an individual as designated premises supervisor 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 MR Cetin Dogan

(full name(s) of premises licence holder)

being the premises licence holder, apply to vary a premises licence to specify the individual named in this application as the premises supervisor under section 37 of the Licensing Act 2003

Premises licence number

150414

Part 1 – Premises details

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

St Johns Mini-Market, St Johns Avenue

Post town
London

Post code (if known)
NW10 4EG

Telephone number (if any)

Description of premises (please read guidance note 1)

Grocery Store & Offlicence

Part 2

Full name of proposed designated premises supervisor

MR Kemal Dogan

Nationality

British

Place of birth

[REDACTED]

Date of birth

[REDACTED]

Personal licence number of proposed designated premises supervisor and issuing authority of that licence (if any)

[REDACTED]

Full name of existing designated premises supervisor (if any)

Mr Cetin Dogan

Please tick yes

I would like this application to have immediate effect under section 38 of the Licensing Act 2003

☒

I have enclosed the premises licence or relevant part of it

☐

(If you have not enclosed the premises licence, or relevant part of it, please give reasons why not)

Reasons why I have failed to enclose the premises licence or relevant part of it some parts of the licence is lost

Please tick yes

- I have made or enclosed payment of the fee ☒
- I will give a copy of this application to the chief officer of police ☒
- I have enclosed the consent form completed by the proposed premises supervisor ☒
- I have enclosed the premises licence, or relevant part of it or explanation ☒
- I will give a copy of this form to the existing premises supervisor, if any ☒
- 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

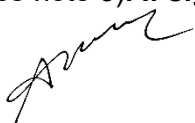
WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971] FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND, PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 3 – Signatures (please read guidance note 2)

Signature of applicant or applicant's solicitor or other duly authorised agent (See guidance note 3). **If signing on behalf of the applicant please state in what capacity.**

Signature



Date 15/01/2025

Capacity Licensing Consultant

For joint applicants signature of 2nd applicant 2nd applicant's solicitor or other 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 5)
NARTS
68 Stoke Newington High Street

Post town
London

Post Code
N16 7PA

Telephone number (if any) 020 72413636

If you would prefer us to correspond with you by e-mail your e-mail address (optional) licensing@narts.org.uk

Guidance notes

1. Describe the premises. For example the type of premises it is.
2. The application form must be signed.
3. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
4. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
5. This is the address which we shall use to correspond with you about this application.

Subject : re[2]: Minor Variation application for St Johns Mini-Market, 90 St Johns Avenue London NW10 4EG
Date : 16 January 2025 11:22
Linked to: Brent Council
From : "Ezgi Yildirim"
To : Licensing

Good Morning,

Payment made please see below.

Thank you. Your online payment has been successful. Please allow a minimum of two working days for your payment to be processed.

If you provided an email address, you will also receive a confirmation email with these details. Please note, if you can't see an email in your inbox, check your junk or spam folder as it may be there.

Payment details

Payment for	Account/Reference Number	Name	Amount
Licences - Minor Variation	33892	Mahir Kilic	£89.00
Item Total			£89.00

Payment reference
 Authorisation code
 Transaction date and time 16-01-2025 11:28

> Good morning,

Please can you arrange payment of the application fee using our payment link - Brent Council Payments

Scroll down to Miscellaneous link > Licences > Minor Variation.

Reference Number for this application - 33892 – please ensure this code is used as a reference number to ensure the correct payment is made for this application.

Payment amount – £89.00

Please note payment must be made within 24 hours for the application to proceed. Failure to do so, may result in the application being returned unprocessed.

Public Notice Licensing Act 2003: Minor Variation of Premises Licence

I **Mr Cetin Dogan** Do hereby give notice that I have applied to the Licensing Authority at **Brent Council** for a **minor variation** to the Premises Licence at: **St Johns Mini-Market, 90 St Johns Avenue London NW10 4EG**

The application is to: **Add the following conditions to the existing Premises Licence**

- All employees must have right-to-work checks completed before starting employment, and copies must be retained on-site for inspection by relevant authorities.
- Regular training for the DPS, management, and staff on licensing and employment laws, including how to conduct proper right-to-work checks and making sure there is a log kept for this.
- A training log for staff must be maintained on-site, detailing the dates of training, topics covered and names of staff. This log should be made available for inspection by authorities upon request.
- Implementation of robust record keeping systems to track employee details, hours worked, and payments made, ensuring compliance with employment and tax regulations.

Details of the application may be inspected between the hours of 9am and 4pm at Brent Council, Regulatory Services, Brent Civic Centre, Engineers Way, Wembley, HA9 0FJ or by visiting the authority's website: www.brent.gov.uk

Any interested party or responsible authority may make representations in respect of the application, which must be submitted, in writing, to the above address within 10 working days of the date below.

This notice remains in force from and including the day after the giving of this notice to the licensing authority, namely 15/01/2025 until:

30/01/2025

It is an offence knowingly or recklessly to make a false statement in connection with this application, the maximum fine on summary conviction is unlimited.



APPLICATION FOR A MINOR VARIATION TO 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 especially Note 1.

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.

Once completed please send your application to the relevant licensing authority. You may wish to keep a copy of the completed form for your records.

I/We Mr Cetin Dogan

..... [insert name of applicant(s)] being the
premises licence holder(s) / club holding a club premises certificate, apply to vary a
premises licence under section 41A / club premises certificate under section 86A of the
Licensing Act 2003 for the premises described in Part 1 below

Part 1 – Premises Details

Postal address of premises (or, if none, ordnance survey map reference or description) St Johns Mini-Market 90 St Johns Avenue	
Post Town London	Post Code NW10 4EG

Telephone number at premises (if any)

Premises licence number/club premises
certificate number

150414

Brief description of premises (Please see Guidance Note 2)

Off-licence Grocery Store

Part 2 - Applicant details

I am / we are the premises licence holder/club premises certificate holder (Please delete as appropriate)

Contact phone number in working hours (if any)

--

Applicant Postal Address IF DIFFERENT FROM PREMISES ADDRESS

Post Town

Postcode

Please provide email address if you would prefer us to contact you by email (optional)

Part 3 – Proposed variation(s)

Please tick ✓

Do you want the proposed variation to have effect as soon as possible?

☒ Yes

☐ No

If not, from what date do you want the variation to take effect?

Day

Month

Year

--	--	--	--	--	--	--	--

Do you want the proposed variation to have effect in relation to the introduction of the late night levy?
(Please see Guidance Note 3)

☐ Yes

☒ No

Please describe the proposed variation(s) in detail in the box below and explain why you consider that they could not have an adverse effect on the promotion of any of the licensing objectives (See Guidance Note 1). This should include whether new or increased levels of licensable activities will be taking place indoors or outdoors (indoors may include a tent):

Details of proposed variations (Please see guidance note 4)

Adding Conditions to the Licence

- All employees must have right-to-work checks completed before starting employment, and copies must be retained on-site for inspection by relevant authorities.
- Regular training for the DPS, management, and staff on licensing and employment laws, including how to conduct proper right-to-work checks and making sure there is a log kept for this.
- A training log for staff must be maintained on-site, detailing the dates of training, topics covered and names of staff. This log should be made available for inspection by authorities upon request.
- Implementation of robust record keeping systems to track employee details, hours worked, and payments made, ensuring compliance with employment and tax regulations.

Part 4 – Operating Schedule

Please tick those parts of the Operating Schedule which would be subject to change if this application to vary were successful.

Please tick ✓ Yes

Provision of regulated entertainment

- | | |
|---|--------------------------|
| a) plays | <input type="checkbox"/> |
| b) films | <input type="checkbox"/> |
| c) indoor sporting events | <input type="checkbox"/> |
| d) boxing or wrestling entertainment | <input type="checkbox"/> |
| e) live music | <input type="checkbox"/> |
| f) recorded music | <input type="checkbox"/> |
| g) performances of dance | <input type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) | <input type="checkbox"/> |

Provision of late night refreshment

☐

Sale by retail of alcohol – (Note that this can only relate to reducing licensed hours, or moving them without any overall increase between 7am and 11pm)

☐

Enclosures

I have enclosed the premises licence/club premises certificate ☐

I have enclosed the relevant part of the premises licence/club premises certificate ☐

I have included a copy of the plan
(necessary if the proposed variation will affect the layout) ☐

If you have not ticked one of the previous three boxes, please explain why in the box below:

Reasons why you have failed to enclose the premises licence/club premises certificate or relevant parts.

A DPS Variation application has submitted recently and we havent received the licence yet.

Any further information to support your application (See Guidance Note 6)

Please tick ✓ Yes


- I have made or enclosed payment of the fee ☐
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy. ☐
- I have enclosed the plan, if appropriate, of the premises in scale 1:100, unless otherwise agreed with the licensing authority ☐
- I have enclosed the premises licence/club premises certificate or relevant part of it or provided an explanation ☐
- I understand that if I do not comply with the above requirements my application will be rejected ☒
- I understand that I must now advertise my application for a continuous period beginning on the first working day after the day on which the application was given to the relevant licensing authority and ending at the expiry of the ninth consecutive working day after that day. ☒

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 and Contact Details (see guidance note 7)

Premises Licence

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent. (See Guidance Note 8). If signing on behalf of the applicant, please state your name and in what capacity you are authorised to sign.

Signature 

Date 15/01/2025

Capacity: I / We (insert full name and capacity) Aysen Ipek Kilic, Licensing Consultant

.....sign on behalf of and have authority to bind the applicant.

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent. (See guidance note 9). If signing on behalf of the applicant please state your name and in what capacity you are authorised to sign.

Signature

Date

Capacity: I / We (insert full name and capacity)

.....sign on behalf of and have authority to bind the applicant.

CLUB PREMISES CERTIFICATE

Where the premises are a club:

I (insert full name)make this application on behalf of the club and have authority to bind the club.

Signature

Date

Capacity: I / We (insert full name and capacity)

.....sign on behalf of and have authority to bind the applicant.

Contact name (where not previously given) and address for correspondence associated with this application (See guidance note 10) Mrs Aysen Ipek Kilic NARTS 68 Stoke Newington High Street	
Post town London	Post code N16 7PA
Telephone number 02072413636	
If you would prefer us to correspond with you by e-mail your e-mail address (optional) licensing@narts.org.uk	

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 accompanying documents to:-

Regulatory Services
Regeneration and Growth
Fifth Floor
Brent Civic Centre
Engineers Way
Wembley
HA9 0FJ

☎ 020 8937 5359

Email: business.licence@brent.gov.uk

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

Notes for Guidance

1. General Note: The minor variations process can only be used for variations that could have no adverse impact on the promotion of any of the four licensing objectives. (These are: the prevention of crime and disorder; public safety; the prevention of public nuisance; and the protection of children from harm.)

It cannot be used to:

- extend the period for which the licence has effect;
- vary substantially the premises to which it relates;
- specify, in a premises licence, an individual as the designated premises supervisor;
- add the sale by retail or supply of alcohol as an activity authorised by a licence or certificate;
- authorise the sale by retail or supply of alcohol at any time between 11pm and 7am;
- authorise an increase in the amount of time on any day during which alcohol may be sold by retail or supplied;
- include the alternative licence condition referred to in section 41D(3) of the Licensing Act 2003 in a premises licence.

2. Description of premises: For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. This should include any activities in or associated with 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, the presence of gaming machines etc.

3. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.

4. Give full details of all the proposed variation(s). Failure to provide sufficient information may lead to the refusal of your application. Details should include a description of the proposed variation(s) in terms as precise as possible. If you are not precise, the licensing authority may decide that the changes you propose would be potentially broader in scope than you intend and reject your application as not being a 'minor' variation. You should also include a statement about why you consider the variations proposed could not have an impact on the licensing objectives listed in section 4(2) of the Act. You should cover each of the objectives that could possibly apply to your proposal (or if more than one, to each proposal) and say why you think there could be no adverse impact on that objective. Your application will be assisted by including as much information as you can about this. **(However, there is a box at the end of the form for 'further information', and this should be used for any relevant background information not directly related to the variation.)** Relevant information includes:

a) **Variations to licensable activities/licensing hours** (all timings should be given in 24 hour clock e.g. 16.00. Only give details for the days of the week when you intend the premises to be used for the activity), such as:

- Whether new or increased levels of licensable activities will be taking place indoors or outdoors (indoors may include a tent);
- Relevant further details, for example whether music will be amplified or unamplified;
- Standard days and timing when the activity will take place, including start and finish times;
- Any seasonal variations in timings, e.g. additional days during the summer; and
- Non-standard timings, e.g. where you wish the activity to go on longer on a particular day such as Christmas Eve.

b) **Variations to premises/club layout**: If you are applying for a variation to the layout of your premises, you must include a revised plan. You should be aware that your application is likely to be refused if the proposed variation could:

- increase capacity for drinking on the premises;
- affect access between the public part of the premises and the rest of the premises or the street or public way, e.g. block emergency exits or routes to emergency exits; or
- impede the effective operation of a noise reduction measure.

c) **Revisions, removals and additions of conditions:** The minor variation process may be used to remove conditions which are out of date or invalid and to revise conditions which are unclear (as long as the intention and effect remains the same). It can also be used to add a new condition volunteered by the applicant or mutually agreed between the applicant and a responsible authority, such as the police or the environmental health authority (subject to impact on the licensing objectives).

d) **Variations to opening hours:** details of any changes to hours when the premises or club is open to the public.

5. 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.

6. Further information: You should use this box to provide any additional evidence to support your claim that the proposed variation is 'minor' and could not have an adverse impact on the promotion of the licensing objectives

7. Signatures: The application form must be signed.

8. Authorised agent: An applicant's agent (e.g. solicitor) may sign the form on their behalf and, in so doing, will be confirming that they have actual authority to do so.

9. 2nd Applicant: Where there is more than one applicant, both applicants or their respective agents must sign the application form.

10. This is the address which we shall use to correspond with you about this application. This might not be the same as the address of the premises or applicant, but these addresses must also be provided.



Regulatory Services
Brent Civic Centre
Engineers Way
Wembley
HA9 0FJ

TEL: 020 8937 5359
EMAIL: business.licence@brent.gov.uk
WEB: www.brent.gov.uk

Online Ref. No:
Application No: 33892
Date: 19 February 2025

Narts
Licensing Department, 53 Stoke Newington High Street
London
N16 8EL

Dear Sir/Madam
LICENSING ACT 2003
Licence Number: 150414 - 90 St Johns Avenue, London, Brent, NW10 4EG

Brent Council as the licensing authority, received an application for a premises licence from **Mr Cetin Dogan** in respect of the above premises. The Council have determined to grant the licence (subject to the conditions attached) as no relevant representations were received within the prescribed period.

The Premises licence and a summary are enclosed. Please ensure that the summary is displayed in a prominent position on the premises where it can easily be read by patrons and visitors. A police officer or an authorised officer (e.g. a Council licensing officer) may require such person who has custody of the premises licence (i.e. the holder of the premises licence or such other nominated person) to produce the licence for examination.

The holder of a premises licence commits an offence if they fail to comply with the above requirements relating to a premises licence and/or premises licence summary.

If you consider there is a mistake in the premises licence or the premises licence summary, the Licensing Authority will correct anything which it accepts as being a clerical mistake. If you believe there is such a clerical mistake, please contact us. This does not affect your right of appeal.

An annual fee is payable on the anniversary of the grant of the licence, unless the premises is exempt. We will send you a reminder for the payment of the annual fee and advise you of the sum payable. The fees are set by government and may be subject to change.

You may also need to seek planning permission for change in use of the premises. You can check this by using the following link.

[Planning Enquiries - Enquiry details - Address details - Self \(achieveservice.com\)](#)

May I remind you that you must have the correct planning consent in place for the hours of operation granted on this licence. If the hours are longer than those granted by Planning, then the Planning restriction applies and it is advised that you obtain planning consent for any extended hours in line with those on your premises licence.

An appeal against this licence decision may be made by the applicant, a person who made relevant representations or the Chief Officer of Police as applicable, to the magistrates' court at: Brent Magistrates Court, 449 High Road, Willesden, London NW10 2DZ, Tel: 0300 303 0645 within 21 days from the date of receipt of the notification of the decision.

Yours faithfully

Vanesha Haulkhory
Licensing Support Officer
Regulatory Services



Brent

Regulatory Services
Brent Civic Centre
Engineers Way
Wembley
HA9 0FJ

TEL: 020 8937 5359
EMAIL: business.licence@brent.gov.uk

WEB: 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: 12 September 2005

Current issue date: 31 January 2025

Authorised signatory

Premises licence number: 150414

Part 1 – Premises Details

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

St Johns Mini Market
90 St Johns Avenue, London, Brent, NW10 4EG

Where the licence is time limited the dates

Licensable activities authorised by the licence

Section J: Sale of alcohol: Off the premises

The times the licence authorises the carrying out of licensable activities

Section J: Sale or Supply of Alcohol: 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 8.00hrs 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	07:00	22:00
Tuesday	07:00	22:00
Wednesday	07:00	22:00
Thursday	07:00	22:00
Friday	07:00	22:00
Saturday	07:00	22:00
Sunday	07:00	22:00

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

Off the premises

Part 2

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

Mr Cetin Dogan

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

Kamal Dogan

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: Borough of Broxbourne

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? is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b) permitted price? 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? 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? 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? 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?) would be different from the permitted price on the next day (?the second day?) 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 All employees must have right-to-work checks completed before starting employment, and copies must be retained on-site for inspection by relevant authorities.

2 Regular training for the DPS, management, and staff on licensing and employment laws, including how to conduct proper right-to-work checks and making sure there is a log kept for this.

3 A training log for staff must be maintained on-site, detailing the dates of training, topics covered and names of staff. This log should be made available for inspection by authorities upon request.

4 Implementation of robust record keeping systems to track employee details, hours worked, and payments made, ensuring compliance with employment and tax regulations.

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

Annex 4 – Plans

See attached

Subject : Request for Withdrawal of Review Application for St Johns Mini Market, 90 St Johns Avenue Harlesden NW10 4E
Date : 10 February 2025 13:44
Linked to : ISD Alcohol Reviews
From : "Aysen Ipek Kilic"
To :

Dear Sir/Madam,

I write in relation to the review application submitted in respect of St Johns Mini Market, 90 St Johns Avenue Harlesden NW10 4E, and wish to set out the proactive steps taken by my client in direct response to the concerns raised. These measures not only address the underlying issues but also strengthen compliance with licensing and employment law requirements.

1. Appointment of a New Designated Premises Supervisor (DPS)

To ensure enhanced management and compliance, my client has appointed **Mr. Kemal Dogan** as the new **Designated Premises Supervisor (DPS)**. Mr. Dogan brings extensive experience in premises management and a firm understanding of licensing law. He has already implemented stricter oversight measures to uphold all licensing objectives and regulatory requirements.

2. Implementation of Additional Licensing Conditions

Following the submission of a minor variation application, which has now been approved (See enclosed email dated 10th February 2025), the following binding conditions have been incorporated into the premises licence:

- **Right-to-Work Compliance:** A mandatory right-to-work check will be conducted for all employees before commencing employment. Copies of the relevant documentation will be retained on-site and made available for inspection by enforcement authorities upon request.
- **Regular Staff Training:** The DPS, management, and all staff will undergo regular training on licensing law and employment regulations, specifically covering right-to-work checks. A dedicated log will be maintained as an auditable record.
- **Comprehensive Record-Keeping:** A formal staff training log will be maintained on-site, detailing training dates, topics covered, and the names of staff members trained, ensuring full transparency and compliance.
- **Employment and Tax Compliance:** A robust system has been implemented to record employee details, working hours, and payments, guaranteeing full adherence to employment law and tax obligations.

Given these significant and immediate remedial steps, which address the core concerns cited in the review application, it is respectfully submitted that the continued pursuit of the review would be disproportionate and an unnecessary expenditure of time and resources for all parties. The newly implemented conditions provide a clear and enforceable framework ensuring long-term compliance and regulatory assurance.

Accordingly, I invite the Home Office to consider withdrawing the review application in light of these substantive measures. Please confirm how you wish to proceed.

I look forward to your response.

Yours sincerely,
Aysen Ipek Kilic

St Johns Mini Market Limited

90 St Johns Avenue, Harlesden NW10 4EG

Record of Trainings

Name of staff: Mr Cetin Dogan

Email: [REDACTED]

Mobile: [REDACTED]

I understand that I have been duly trained by Kemal Dogan of my responsibilities:

Signed [REDACTED]

Dated: 12/02/2025

Subjects Covered	First Training	Refresher
Four Licensing Objectives		X
Premises Licence Conditions		X
Challenge 25 & Acceptable ID's		X
Licensing Act 2003 and Employment Laws		X
How to Check Right-to-Work Using a Share Code		X
Keeping Training Records		X
Keeping Refusal Register		X
CCTV Operation / Download to USB		X
Health & Safety		X
Employee details record keeping		X
How to log in to incident book		X

Name of staff: [REDACTED]

Email: [REDACTED]

Mobile: [REDACTED]

I understand that I have been duly trained by Kemal Dogan of my responsibilities:

Signed: [REDACTED]

Dated: 12/02/2025

Subjects Covered	First Training	Refresher
Four Licensing Objectives		X
Premises Licence Conditions		X
Challenge 25 & Acceptable ID's		X
Licensing Act 2003 and Employment Laws		X
How to Check Right-to-Work Using a Share Code		X
Keeping Training Records		X
Keeping Refusal Register		X
CCTV Operation / Download to USB		X
Health & Safety		X
Employee details record keeping		X
How to log in to incident book		X

Name of staff: [REDACTED]

Email: [REDACTED]

Mobile: [REDACTED]

I understand that I have been duly trained by Kemal Dogan of my responsibilities:

Signed: [REDACTED]

Dated: 12/02/2025

Subjects Covered	First Training	Refresher
Four Licensing Objectives		X
Premises Licence Conditions		X
Challenge 25 & Acceptable ID's		X
Licensing Act 2003 and Employment Laws		X
How to Check Right-to-Work Using a Share Code		X
Keeping Training Records		X
Keeping Refusal Register		X
CCTV Operation / Download to USB		X
Health & Safety		X
Employee details record keeping		X
How to log in to incident book		X

Name of staff

Email

Mobile:

I understand that I have been duly trained by Kemal Dogan of my responsibilities:

Signed

Dated: 12/02/2025

Subjects Covered	First Training	Refresher
Four Licensing Objectives		X
Premises Licence Conditions		X
Challenge 25 & Acceptable ID's		X
Licensing Act 2003 and Employment Laws		X
How to Check Right-to-Work Using a Share Code		X
Keeping Training Records		X
Keeping Refusal Register		X
CCTV Operation / Download to USB		X
Health & Safety		X
Employee details record keeping		X
How to log in to incident book		X

St Johns Mini Market Limited

90 St Johns Avenue, Harlesden NW10 4EG

How to Check Right-to-Work Using a Share Code

This guide explains the simple steps to verify a candidate's right-to-work in the UK using the online share code system provided by the government, and what to do if the candidate cannot generate the share code themselves.

1. Request the Necessary Information

- **Ask the Candidate:**
 - Request that the candidate provide their share code and date of birth.
 - Inform them that the share code is generated via the official government website: [GOV.UK – Prove right to work](https://www.gov.uk/verify-right-to-work)

 - **If the Candidate Cannot Generate the Share Code Themselves:**
 - Ask the candidate to provide the necessary documents to verify their right-to-work. These documents typically include:
 - A valid passport
 - A biometric residence permit (BRP)
 - Or other immigration documents that clearly indicate their right-to-work status
-

2. How to Get the Share Code (Assisted Process)

If a candidate is not tech-savvy or cannot access the online system, follow these steps:

- **Collect the Documents:**
 - Request the candidate's passport or biometric residence permit (or other relevant documents) so that you can verify their details.
 - Ensure you check the document's validity and that it contains the necessary information (e.g., expiry dates, personal details).
 - **Assist with the Online Process:**
 - With the candidate's permission, help them access a computer or mobile device.
 - Go to the official GOV.UK website: [GOV.UK – Prove right to work](https://www.gov.uk/verify-right-to-work)
 - Enter the candidate's details (the share code field will be available once they complete the online process).
 - If you are assisting, ensure you follow data protection and confidentiality guidelines when handling their personal information.
 - **Note:**
 - You cannot generate a share code without the candidate's active participation. The candidate must confirm their details as part of the online process.
 - If technical issues persist, advise the candidate to try again later or provide the necessary documents for manual verification.
-

3. Verifying the Right-to-Work

- **Enter the Details:**
 - Input the provided share code and the candidate's date of birth on the GOV.UK website.
 - Follow the on-screen instructions to complete the check.
 - **Review the Results:**
 - Verify that the details on the screen match the candidate's information.
 - Confirm that the candidate's right-to-work status is shown as **valid**.
-

4. Record Keeping

- **Document the Check:**
 - Record the share code, the candidate's date of birth, and the date the check was performed.
 - Keep a secure record of this information as evidence of compliance with right-to-work requirements.
 - **Alternative Documents:**
 - If the candidate provided documents instead of a share code, make a note of the type of document and its details (e.g., passport number, BRP details) along with the date of the check.
-

5. Key Reminders

- **Always Use the Official GOV.UK Website:**
 - Ensure that the share code is checked only via the official government website.
- **Accuracy is Crucial:**
 - Double-check all details entered to avoid mistakes.
- **Data Protection:**
 - Handle all personal data in accordance with data protection regulations.

St Johns Mini Market Limited

90 St Johns Avenue, Harlesden NW10 4EG

Training Material:

Licensing Act 2003 and Employment Laws

This training material is designed for all DPS, management, and staff at St Johns Mini-Market. It provides a basic overview of the Licensing Act 2003 and key aspects of UK employment laws, ensuring that our business operates in full compliance with legal requirements.

1. Overview of the Licensing Act 2003

- **What Is the Licensing Act 2003?**

The Licensing Act 2003 governs the sale of alcohol, late-night refreshment, and certain other activities in England and Wales. It sets out the legal framework for obtaining, operating, and maintaining a licence for premises that sell alcohol or offer regulated services.

- **Why It Matters for Our Mini-Market:**

- **Alcohol Sales:** Since our mini market sells alcohol, it must hold a valid licence and strictly adhere to its conditions.
- **Public Safety & Order:** The Act is designed to promote public safety, prevent disorder, and ensure that premises are run responsibly.
- **Compliance:** Failure to comply can lead to fines, sanctions, or even closure of the business.

- **Key Licensing Requirements:**

- Possessing a valid premises licence if selling alcohol or other regulated products.
 - Adhering to the designated operating hours and any licence conditions.
 - Maintaining a safe and orderly environment for customers and the community.
-

2. Responsibilities Under the Licensing Act 2003

- **Management Responsibilities:**

- Ensure the mini market's licence is up-to-date and annual fees paid on time.
- Train staff on the conditions of the licence and ensure they understand their role in compliance.
- Monitor activities within the premises to ensure adherence to licence conditions.

- **Staff Responsibilities:**

- Be aware of the legal restrictions related to alcohol sales and customer interactions.
 - Report any incidents or breaches of licence conditions to management immediately.
 - Follow all internal procedures designed to maintain compliance.
-

3. Overview of Employment Laws in the UK

- **Key Areas Covered:**
 - **Employee Rights:** Fair treatment, non-discrimination, and safe working conditions.
 - **Right-to-Work:** Ensuring all employees have the legal right to work in the UK.
 - **Record Keeping:** Maintaining accurate records of employment and right-to-work checks.
 - **Employer Obligations:**
 - Conduct regular right-to-work checks and keep records as evidence of compliance.
 - Provide a safe and supportive work environment that meets statutory requirements.
 - Ensure employment practices comply with legislation such as the Equality Act 2010, Employment Rights Act 1996, and Working Time Regulations.
-

4. Summary and Key Reminders

- **Licensing Act 2003:**
 - Understand and follow the conditions of our premises licence.
 - Ensure the safe and responsible sale of alcohol (if applicable) and adherence to operating conditions.
 - **Employment Laws:**
 - Maintain compliance with UK employment legislation.
 - Regularly conduct and document right-to-work checks.
 - **General Compliance:**
 - Always refer to official sources such as [GOV.UK](https://www.gov.uk) for the latest legal updates.
 - Report any concerns or breaches to management immediately.
-

5. Next Steps & Resources

- **Further Reading:**
 - Licensing Act 2003 Guidance: [GOV.UK](https://www.gov.uk) – Licensing Act 2003
 - Employment Law Overview: [GOV.UK](https://www.gov.uk) – Employing People
 - Right-to-Work Checks: [GOV.UK](https://www.gov.uk) – [Prove right to work](https://www.gov.uk/guidance/prove-right-to-work)
- **Regular Updates:**
 - Attend refresher training sessions.
 - Keep a copy of this training material on site and review it periodically.

St Johns Mini Market Limited

90 St Johns Avenue, Harlesden NW10 4EG

Right-to-Work Share Code Log Book

Instructions:

- Record each staff member's right-to-work details immediately after verification.
- Ensure all information is accurate and legibly filled in.
- Keep this log book in a secure location and update it regularly to maintain compliance with data protection regulations.
- Use additional sheets if necessary, and note any follow-up actions or discrepancies in the comments section.

Field Descriptions:

- **Employee Name:** Full legal name as recorded on official documents.
- **Employee ID:** Unique identifier assigned to the staff member.
- **Date of Birth:** Use DD/MM/YYYY format.
- **Document Provided:** Specify the type of document (e.g., Passport, Biometric Residence Permit).
- **Document Number/Details:** Enter the document number or relevant details for verification.
- **Share Code:** If available, record the share code generated via [GOV.UK – Prove right to work](https://gov.uk/verify/sharecode).
- **Date of Check:** The date on which the right-to-work check was conducted.
- **Expiry Date:** If applicable, note the expiry date of the document or right-to-work status.
- **Verified By:** Name (and initials/signature if required) of the staff member who performed the check.
- **Comments:** Any additional information, follow-up actions, or notes regarding the verification process.

[illegible]

St Johns Mini-Market Employee Record Keeping Logbook

Location: 90 St Johns Avenue, London NW10 4EG

Instructions:

- Complete each section as soon as the relevant records are generated.
 - Ensure all data is legible and accurate.
 - Keep the logbook in a secure location and update it regularly.
 - Use additional pages or digital tools as necessary, following our data protection guidelines.
-

General Best Practices

- **Accuracy:** Double-check all entries for correctness.
- **Security:** Keep the logbook secure; restrict access to authorized personnel only.
- **Updates:** Regularly update all sections and perform monthly reconciliations with digital records.
- **Retention:** Retain all records for the required period as per HMRC guidelines (typically a minimum of three years).

4. Employee: [REDACTED]

Date of Birth: [REDACTED]

Address: [REDACTED]

Job Title: Shop Assistant

Authorization: I, [REDACTED] authorize ST JOHNS MINI MARKET LTD to release my confidential employment details to third parties as needed.

Signature: [REDACTED]

Date: 26/02/2025

This authorization remains in effect unless revoked in writing.

Sincerely,

Cetin Dogan

Director of ST JOHNS MINI MARKET LTD

AUTHORIZATION TO DISCLOSE CONFIDENTIAL INFORMATION

ST JOHNS MINI MARKET LTD

90 St John's Avenue

London

NW10 4EG

Date: 26/02/2025

To Whom It May Concern,

This letter serves as formal authorization for the employees listed below to disclose their confidential employment details to third parties when necessary.

1. Employee: CETIN DOGAN

Date of Birth: [REDACTED]

Address: [REDACTED]

Job Title: Director

Authorization: I, CETIN DOGAN, authorize ST JOHNS MINI MARKET LTD to release my confidential employment details to third parties as needed.

Signature: 

Date: 26/02/2025

2. Employee [REDACTED]

Date of Birth [REDACTED]

Address [REDACTED]

Job Title: Shop Assistant

Authorization: I, [REDACTED] authorize ST JOHNS MINI MARKET LTD to release my confidential employment details to third parties as needed.

Signature: [REDACTED]

Date: 26/02/2025

3. Employee: [REDACTED]

Date of Birth: [REDACTED]

Address: [REDACTED]

Job Title: Shop Assistant

Authorization: I, [REDACTED] authorize ST JOHNS MINI MARKET LTD to release my confidential employment details to third parties as needed.

Signature: [REDACTED]

Date: 26/02/2025

Hours Worked / Payment Log

Maintain a daily record of each employee's working hours to ensure compliance with working time regulations.

January 2025

[illegible]

February 2025

[illegible]

Employee Details - Personal

Tax Week 47 Tax Month 11

Employee Reference	Employee Name, Address, Job Title Email & Mobile	Employment Status Type	Date of Birth	Marital Status	Sex	Pay Frequency	NI Number	NI Cat	Tax Code	W1/ M1	Starter Form	Start Date	Pay Method
1	CETIN DOGAN [REDACTED]		[REDACTED]	Single	Male	Monthly	[REDACTED]		1257L	N	P46	13/04/2012	BACS

17	[REDACTED]		[REDACTED]	Single	Male	Monthly	[REDACTED]		1257L	N	P46	09/12/2024	Cash
18	[REDACTED]		[REDACTED]	Single	Male	Monthly	[REDACTED]		1257L	Y	P46	20/12/2024	Cash

19	[REDACTED]		[REDACTED]	Single	Male	Monthly	[REDACTED]		1257L	Y	P46	10/01/2025	BACS
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