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DRAFT

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: Current issue date: Authorised signatory

Premises licence number:

Part 1 – premises details

Postal address of premises, or if none, ordinance survey map reference or description Heather Park Hotel, Heather Park Drive, Wembley, Brent, HA0 1SN

Where the licence is time limited the dates

Licensable activities authorised by the licence

Section Live Music:(Both)
Section Recorded Music:(Both)
Section I: Provision of Late Night Refreshments:(Indoor)
Section J: Sale or Supply of Alcohol:(On the premises)

The times the licence authorises the carrying out of licensable activities

Section Live Music:(Both)

<u>Day</u>	<u>Start Time</u>	<u>End Time</u>
Monday	08:00	23:00
Tuesday	08:00	23:00
Wednesday	08:00	23:00
Thursday	08:00	23:00
Friday	08:00	00:30
Saturday	08:00	00:30
Sunday	08:00	23:00

Noise egress reduced by blocked up windows, Double Glased windows, and double glased sealed doors.

Occasional live music performance outdoor during daytime parties in the summer.

Section Recorded Music:(Both)

<u>Day</u>	<u>Start Time</u>	<u>End Time</u>
Monday	08:00	23:00
Tuesday	08:00	23:00
Wednesday	08:00	23:00
Thursday	08:00	23:00
Friday	08:00	00:30
Saturday	08:00	00:30
Sunday	08:00	23:00

Section I: Provision of Late Night Refreshments:(Indoor)

<u>Day</u>	<u>Start Time</u>	<u>End Time</u>
Monday	08:00	23:00
Tuesday	08:00	23:00
Wednesday	08:00	23:00
Thursday	08:00	23:00
Friday	08:00	00:30
Saturday	08:00	00:30
Sunday	08:00	23:00

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

<u>Day</u>	<u>Start Time</u>	<u>End Time</u>
Monday	08:00	23:00
Tuesday	08:00	23:00
Wednesday	08:00	23:00
Thursday	08:00	23:00
Friday	08:00	00:30
Saturday	08:00	00:30
Sunday	08:00	23:00

Permisses close after 30 minutes drink up time.

The opening hours of the premises

Day	Start Time	End Time
Monday	08:00	23:30
Tuesday	08:00	23:30
Wednesday	08:00	23:30
Thursday	08:00	23:30
Friday	08:00	01:00
Saturday	08:00	01:00
Sunday	08:00	23:30

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

For consumption on the premises

Part 2

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

Heather Catering Ltd

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

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

Annex 1 – Mandatory conditions

No Irresponsible Drinks Promotions

(1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

1. (a) games or other activities which require or encourage,

or are designed to require or encourage, individuals to— (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or (ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Free Water

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

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.

Small Measures to be Available

The responsible person must ensure that—

(a) 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—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available

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 (when 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

Film Classification When required

(i) The admission of children to the exhibition of any film must be restricted in accordance with the recommendation of the designated film classification body unless section (ii) applies.

(ii) Where the licensing authority notifies the holder of the licence that this subsection applies the admission of children must be restricted in accordance with any recommendation made by the licensing authority.

In this section-

"children" means persons aged under 18; and

"film classification body" means the person or persons designated as the authority

under section 4 of the Video Recordings Act 1984 (c. 39) (authority to determine suitability of video works for classification).

Annex 2 – Conditions consistent with the operating schedule

1 CCTV shall be installed to Home Office Guidance standards and maintained in a good working condition and recordings shall be kept for 31 days and shall be made available to police and authorised Officers from Brent Council upon request This must comply with the Data Protection Act including signage.

2. A CCTV camera shall be installed to cover the entrances of the premises and a further camera to cover the entire servery counters and tills on each floor.

3. A member of staff trained in the use of the CCTV system shall be available at the premise at all times that the premises are open to the public.

4. The CCTV system shall be capable of obtaining clear facial recognition images and a clear head and shoulders image of every person entering or leaving the premises.

5. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from the outside of each entrance to the premises.

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

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

8. The licensee shall ensure customers leave the premises in a quiet and orderly manner.

9. No children shall be admitted unless accompanied by a responsible adult. All children must leave the premises by midnight.

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

11. A "Challenge 25" policy shall be adopted and adhered to

12. Door supervisors of a sufficient number and gender mix, shall be employed from 21:00 hours on any day when the premises are open for licensable activities past midnight.

13. A register/log containing the names, badge number, dates & times of duty of security staff and any incidents that occur shall be kept and made available to the Police and Licensing Authority.

14. A maximum of 5 persons shall be permitted to smoke outside the premises at any one time. There shall be a specified area for smoking which is furthest away from any residential properties. This area shall be at the front of the premises.

15 Valet parking shall be provided by the premises for any customers wishing to use the customer car park. Customers shall not be permitted to park their own vehicles in order to avoid creating nuisance to residents. Valet parking shall also be offered to customers who park on neighbouring streets but it will not be compulsory for customers to take up such an offer. Valet drivers must comply with all driving related regulations.

* There shall be a valet parking policy advertised to customers, and displayed upon notices in the premise.

* Valet parking shall operate in conjunction with a policy that remains on the premises and can be made available upon request by customers, Police and officers from Local Authority regulatory services.

- * The parking attendants" shall be dress so they are easily recognisable.
 - * There shall be a log of the parking attendants" including full name, national insurance number, date, hours of work and this log shall be available on the premises for inspection by Police or officers from Local Authority regulatory services.
 - * The parking attendants" shall maintain a log of all vehicles parked on behalf of customers, that includes the registration, make and model of vehicle, full name of person giving that permission and where the vehicle was parked.
 - * The parking attendants" shall be insured and covered through other legislation.
16. There shall be no shisha related activities permitted anywhere in the premises including all external areas such as the garden and car park.
17. Customers shall only use the three main exits at the front of the premises to enter or leave.
18. The premises shall not provide any performers for dancing for customers.
19. Any staff directly involved in selling alcohol for retail to consumers and staff who provide training including managers shall undergo regular training of the Licensing Act 2003 legislation (at least every 12 months). The training shall be documented and signed off by the DPS and the member of staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.
20. An incident log shall be kept at the premises, and made available for inspection on request to an authorised officer of Brent Council or the Police, which will record the following:
- (a) all crimes reported to the venue
 - (b) all ejections of patrons
 - (c) any complaints received
 - (d) any incidents of disorder
 - (e) all seizures of drugs or offensive weapons
 - (f) any faults in the CCTV system or searching equipment or scanning equipment
 - (h) any visit by a relevant authority or emergency service.
21. Within the basement, alcohol shall only be provided as an accompaniment to a main meal.
22. There shall be no regulated entertainment or live music anywhere on the ground floor.
23. Nudity, striptease and other entertainment of an adult nature shall not be permitted on the premises.
24. No entry or re-entry shall be permitted after 2330 hours.
25. No bottles of spirits shall be sold at any time. All spirits shall be sold by standard measures.
26. The locks and flush latches on the exit doors and gates shall be unlocked and kept free from fastenings other than push bars or pads whilst the public are on the premises.
27. The socket outlets (or other power supplies used for DJ equipment, band equipment and other portable equipment) that are accessible to performers, staff or the public shall be suitably protected by a residual current device (RCD having a rated residual operating current not exceeding 30 milliamps).
28. Exits are not obstructed (including by curtains, hangings or temporary decorations), and accessible via non-slippery and even surfaces, free of trip hazards and clearly identified
29. Where chairs and tables are provided, internal gangways are kept unobstructed
30. Temporary electrical wiring and distribution systems are not provided without notification to the licensing authority at least ten days before commencement of the work and/or prior inspection by a suitable qualified electrician.
31. A capacity specific risk assessment shall be conducted by a professionally qualified risk assessor. This assessment will include holding capacity, exit capacity and the calculations to demonstrate how that was reached, the lower of the two

numbers shall be the final capacity. This risk assessment shall be appraised annually or at the time of any building or layout structural works.

32. There shall be no live music/recorded music outdoors.

33. Details of the scheme of sound insulation at the premises shall be submitted to the Council for inspection and approval by the Nuisance Control Team prior to commencement of regulated entertainment.

34. Music played at the premises shall not be audible at or within the site boundary of any residential property. Designated site personnel shall monitor the boundary of the premises for any excessive sound breakout and take immediate action to remedy the situation.

35. Prolonged congregations outside the premises shall be discouraged. Once patrons have finished smoking, they shall be asked to either return inside the premises or vacate the immediate area outside of the premises.

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

37. When the premises turn out, a staggered dispersal strategy shall be employed to ensure minimal noise disturbance to local residents.

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

38. There shall be no entry or re-entry after 23:00

39. All doors and windows shall remain closed during any licensable activity and where a door is used for patrons to enter or leave the premises the door shall be lobbied and fitted with a self-closing device

Annex 4 – Plans

See attached