

From: hilda Cameron
Sent: 18 December 2023 16:52
To: Lorber, Councillor Paul <Cllr.Paul.Lorber@brent.gov.uk>
Cc: Business Licence <business.licence@brent.gov.uk>
Subject: FW: New Premises Licence application - Tops Pizza

Dear Councillor Paul, Please find attached police representation along with the licensing Enforcement officer representation, where all stated conditions have been agreed upon.

In addition to the attached conditions and the operating schedule conditions, the applicant is happy to assign one member of staff to supervise the outside area of the premises accordingly. However; Please do not hesitate to propose conditions that you may find suitable to remedy your concerns.

I thank you in advance and look forward to hearing from you.

Hildigar Cameron | Licensing Consultant

From: [Lorber, Councillor Paul](#)
Sent: 08 December 2023 12:17
To: [hilda Cameron](#)
Subject: Re: New Premises Licence application - Tops Pizza

Hi Hilda

Yes I have Thank You.

My position has not changed. I oppose the extended opening hours and intensification of early morning activities in the area.

CCTV and all the other controls suggested do not work in practice as the people in charge of the premises cannot control what goes on outside.

Regards
Paul

From: hilda Cameron
Sent: Friday, December 8, 2023 11:48:42 AM
To: Lorber, Councillor Paul <Cllr.Paul.Lorber@brent.gov.uk>
Subject: Fwd: New Premises Licence application - Tops Pizza

Dear Cllr Paul Lorber, Would it be possible to confirm that you have received my previous email. Just wanted to make sure that I hadn't typed in the wrong email address.

Kind Regards
Hilda

Hildigar Cameron | Licensing Consultant

From: hilda Cameron
Date: 4 December 2023 at 09:56:38 GMT
To: Business Licence <business.licence@brent.gov.uk>
Cc: cllr.paul.lorber@brent.gov.uk
Subject: Re: New Premises Licence application - Tops Pizza

Dear Cllr Paul Lorber,

Please find attached added 22 conditions by Mohammed Serdouk (the Licensing Enforcement Officer) of which I hope they are satisfactory to remedy your concern.

In addition:

1. CCTV shall be installed to Home Office Guidance standards and maintained in a good working condition and recordings shall be kept for 31 days and shall be made available to police and authorised Officers from Brent Council.
2. 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.
3. The CCTV system shall display on any recordings, the correct date and time of the recording.
4. 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.
5. A CCTV camera shall be installed to cover the entrance of the premises and further cameras installed to cover the internal area and servery counter.
6. Signage stating that CCTV is in operation at the premises will be clearly displayed at the premises.
7. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from the outside of each entrance to the premises.
8. A clear and unobstructed view into the premises shall be maintained at all times.

9. Drivers shall not deliver to any person anywhere other than that at the residential / business address given when the order was placed. There shall be NO deliveries made to any open/public spaces.
10. Delivery drivers should be asked to keep noise to a minimum when collecting takeaways and must not be permitted to loiter unnecessarily.
11. Staff training must be documented and based on legislation and operating procedures. All training shall be signed and dated, and a copy of such records will be available for inspection by Police and local authority enforcement officers.
12. Adequate and appropriate first aid equipment shall be available on the premises.
13. An incident log shall be kept at the premises, and made available for Inspection on request to an authorised officer of Brent Council or the Police, which will record the following:
 - (a) all crimes reported to the venue
 - (b) all ejections of patrons
 - (c) any complaints received
 - (d) any incidents of disorder
 - (e) any faults in the CCTV system
 - (f) any visit by a relevant authority or emergency service.
14. Deliveries shall be accepted between the hours of 09.00hrs and 18.00hrs.
15. Waste must not be placed externally between the hours of 21.00hrs and 08.00hrs.
16. No customers shall be allowed inside the venue after 02:30
17. No idling of delivery vehicles.
18. No unaccompanied children under the age of 16 allowed on the premises after 22:00.
19. The premises shall be staffed by a minimum of 2 persons after 21:00 hours until the close of business.

20. A suitable intruder alarm complete with panic button shall be fitted and maintained. 21. Fumes and smells - not to cause nuisance in the area.

22. All ventilation and extract systems shall be designed, installed, and maintained so as not to cause a nuisance to nearby properties.

I thank you in advance and look forward to hearing from you.

Kind Regards

Hilda