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TERRITORIAL POLICING

**Tops Pizza Ltd
769 Harrow Road
Wembley
HA0 2LW**

NW BCU Licensing Department - Brent

Harrow Police Station
74, Northolt Road
Harrow
HA2 ODN

Tel: 07500 087 115

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Your Ref: 30240

Our ref: 01QK/830/23/3122NW

Date: Thursday 14th of December 2023

Police representations to the application for a new Premises Licence for 'Tops Pizza Ltd, 769 Harrow Road, Wembley HA0 2LW'

Police certify that we have considered the application shown above and wish to make representations that the likely effect of the grant of the application is detrimental to the Council's Licensing Objectives for the reasons indicated below.

Police are of the opinion that the risk to the Council's objectives can be mitigated by removing the requested variations or attaching conditions to the Licence as shown below. If these conditions were accepted in full, police would be in a position to withdraw their representations.

**Officer: Phil Graves
Licensing Constable 3122NW**

An officer of the Metropolitan Police, in whose area the premises are situated, who is authorised for the purposes of exercising its statutory function as a 'Responsible Authority' under the Licensing Act 2003.

The application has been made for a new premises licence under Section 17 of the Licensing act 2003. The Police representations are concerned with all four of the licensing objectives namely:

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

The Application

The only licensable activity requested in this application is that of Late Night Refreshments. These hours are from 23.00 to 02.30 hours seven days a week. The venue is situated on the Harrow Road on a busy parade of shops with a night club next door.

This area of the Harrow Road is busy with activity into the early hours of the morning.

Closed Circuit Television (CCTV)

Good quality CCTV is a basic requirement to help deter and detect criminal activity for all reputable license holders. Therefore a decent quality CCTV system is an essential tool and should be installed and maintained in accordance with Home Office Guidance. The system should be fully operational during the hours of business, with a member of staff present who can operate and if required download footage upon request of the police or other recognised authority from Brent Council.

Notices will also be displayed advertising the presence of the CCTV to help promote a secure and safe dining and working environment.

Police require the following points should be added as conditions on the premises licence as below:

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.
2. CCTV cameras shall be installed to cover all the entrances and exits of the premises. Cameras should also cover the pavement area outside the venue where customers and delivery drivers will be present.
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 display on all recordings with the correct date and time of the recording.
5. The CCTV system shall be capable of obtaining clear facial recognition images and a clear head and shoulder image of every person entering or leaving the premises.
6. 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.
7. All deliveries (to the venue) shall take place during the normal working day i.e. 09.00hrs to 18.00hrs daily.
8. 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
9. An incident and refusals 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) Any complaints received.
 - b) Any incidents of disorder.
 - c) Any faults in the CCTV system.
 - d) Any visit by a relevant authority or emergency service.

On Line / Take-away Orders

10. No idling of delivery vehicles.

11. 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

12. Delivery drivers should be asked to keep noise to a minimum when collecting takeaways and must not be permitted to loiter unnecessarily

If the above conditions can be met in full, police would be in a position to withdraw representations.

Yours Sincerely,

PC Phil Graves 3122NW
NW BCU - Brent Licensing
Philip.Graves@met.police.uk