

Licence review - Reference: 31169 Alaturca Lounge, Roe Green Park, Kingsbury Road, London, NW9 9HA
Mrs Avril Nightingale (Senior Environmental Health Officer) Neighbourhoods and Regeneration, Food Safety Team. Our ref: SR/02642

EXHIBIT 4



REGENERATION AND ENVIRONMENT

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Date: 21/08/2023

Gokcan Algul (Director)
Alaturca Lounge
The Lodge
Kingsbury Road
London NW9 9HA

Your Ref:

Our Ref: INS/06003/23

Contact: Avril Nightingale

Dear Gokcan Algul,

Health and Safety at Work etc Act 1974

Re: Alaturca Lounge, The Lodge, Roe Green Park, Kingsbury Road, London, NW9 9HA

I am writing with reference in connection with health and safety at the restaurant on 2nd August 2023. I also checked the food hygiene.

The significant points of concern found during the inspection are detailed below. However, I must stress that there may other defects or defective practices that I have missed or have subsequently arisen since the inspection. The responsibility for setting and maintaining the health and safety standards of employees and other persons who may be affected by your work activities is the responsibility of Alaturca Lounge.

1 HEALTH AND SAFETY AT WORK ETC ACT 1974

It has been noted that a health and safety policy could not be located at the time of inspection. An appropriate Health and Safety policy statement must be prepared, revised and brought to the notice of all employees.

The policy should include the following;

- a) general statement of company policy
- b) organisation for achieving this
- c) arrangements for health and safety

The policy must be signed and dated by the proprietor or the responsible director. The policy should show the steps which demonstrate the care being taken by the company to ensure everyone's safety and not merely be a list of safety rules for employees, though these may be included. A copy of the policy statement should be available at the premises. Policies must be revised regularly, as processes, laws and company expertise develop.

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Legal reference:
Health and Safety at Work Etc Act 1974, Section 2(3)

2 MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS 1999

It was confirmed that no suitable and sufficient risk assessments had been undertaken. Suitable and sufficient assessments of the significant hazards within the workplace must be carried out without delay and recorded and reviewed as necessary. Your risk assessment must identify the risk and the persons affected. It should also include details of the measures that you have in place to control the risks, any additional measures which are required and it should also be reviewed to ensure that the needs are still being met. You must make your staff aware of the findings of the risk assessment.

Here is an example of a risk assessment for a food preparation and service business.
[Catering – Risk assessment and key risk areas \(hse.gov.uk\)](#).

As a licence premises, you must provide written risk assessments aimed to identify likely hazards associated violence and aggress. You should provide relevant and appropriate training to members of the staff. The risk assessment should highlight clear procedures to deal with any violence and antisocial behaviour that might occur at the premises. It is recommended that you keep training records for staff when completed.

The following web link should help you complete a risk assessment [Violence and aggression at work - HSE](#)

Legal reference:
Management of Health and Safety at Work Regulations 1999, Regulation 3.

3. HEALTH AND SAFETY TRAINING

All employers have a duty to provide such information, instruction, training and supervision as is necessary to ensure, so far as is reasonably practicable, the health and safety at work of his employees. Ensure that all employees are provided with adequate health and safety training and information. All new employees should receive a copy of the health and safety policy, the significant findings of the risk assessment for their job, emergency evacuation procedure, manual handling training, as well as any other training which is necessary to enable them to undertake their job safely.

Legal reference:
Health and Safety at Work etc Act 1974 and Management of Health and Safety at Work Regulations 1999

4. HEALTH AND SAFETY INFORMATION FOR EMPLOYEES REGULATIONS 1989

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The prescribed Health and Safety Law Poster must be obtained, displayed and properly completed.

Details of how to complete obtained a health and safety law poster can be found online at: <http://www.hse.gov.uk/simple-health-safety/display.htm>.

Legal Reference:

The Health and Safety Information for Employees Regulations 1989, Regulation 4

5. HEALTH AND SAFETY (SAFETY SIGNS AND SIGNALS) REGULATIONS 1996

Ensure that Emergency Exit signs are put in place at the appropriate exits within the premises. Signs must comply with the requirements of current legislation.

Legal reference:

The Health and Safety (Safety Signs and Signals) Regulations 1996

6. ELECTRICITY

It was understood that the premise had a number of new electrical installations, including the retractable shelter around the outside of the building, neon lighting, etc. An inspection of the electrical installations should have been carried out by a competent person, by a member of either N.I.C.E.I.C (National Inspection Council for Electrical Installation Contracting) or the Electrical Contractors Association, or someone who is able to demonstrate an equivalent level of expertise. You should ensure that you are provided with an electrical installations certificate in order to confirm the works and the integrity of the installation. **Please send me a copy of this certificate.**

7. PORTABLE APPLIANCE TEST

Maintenance of portable appliances could not be confirmed at the time of inspection. All appliances should be visually checked regularly and equipment that is not replaced on a regular basis tested by a competent person.

For more information, check the online guidance at:

<http://www.hse.gov.uk/electricity/faq-portable-appliance-testing.htm>.

Legal reference:

Provision and Use of Work Equipment Regulations 1998, Regulation 6

8. ACCIDENT BOOK

An accident book in the current prescribed form or by other equally effective means must be obtained and kept in an accessible place in the workplace. The book code is B1510 and it can be obtained by booking online:

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<https://books.hse.gov.uk/bookstore.asp?ACTION=BOOK&PRODUCTID=9780717664580>.

or from any good stationers.

Legal reference:

Social Security (Claims and Payments) Regulations 1979

9. PORTABLE APPLIANCE TESTING

Maintenance of portable appliances could not be confirmed at the time of inspection. All appliances should be visually checked regularly and equipment that is not replaced on a regular basis tested by a competent person.

For more information, check the online guidance at:

<http://www.hse.gov.uk/electricity/faq-portable-appliance-testing.htm>.

Legal reference: Electricity at Work Regulations 1989, regulation 4.

RECOMMENDATIONS

- During the inspection, I noted fire hazards, such as non-fire resistant furniture and decorations, lack of firefighting equipment, uncertainty about emergency lighting and fire evacuation procedures. Fire safety requirements are enforced by the London Fire and Emergency Planning Authority (LFEPA) who can give more advice on request. They can be contacted on 020 8555 1200 x89170 or via email FSR-AdminSupport@london-fire.gov.uk.

It is recommended that preparation of a fire risk assessment is undertaken by the appointed person within the company. If consultants are employed, ensure that you work closely with them so that you are fully aware of what work they have undertaken. Do not assume that a consultant's report will automatically satisfy your statutory duties. The follow leaflet explains how to get specialist help with health and safety. <http://www.hse.gov.uk/pubns/indg420.pdf>.

However, please contact me quoting the above reference if you would like any other advice or information in the meantime.

Yours sincerely,

Avril Nightingale
Environmental Health Officer
Regulatory Services – Food Safety Team.