

Innpacked Ltd  
10 Whittle Road  
Ferndown Industrial Estate  
Wimborne  
BH21 7RU

24 March 2025

Our Ref: 34320

Dear Sir/Madam,

**Licensing Representation to the Initial Application for the Premises Licence at Lebanese Grill Takeaway Box, 37-37A Station Road, NW10 4UP**

I certify that I have considered the application shown above and I wish to make a representation that the likely effect of the grant of the application is detrimental to the Licensing Objectives for the reasons indicated below.

An officer of the Licensing Authority, 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 Act.

The Licensing Authority representations are primarily concerned with the four licensing objectives;

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

*The Licensing Authority require the following points to be included in the operating schedule or added as conditions on the premises licence:*

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. The CCTV system shall show the correct date and time.
  2. A CCTV camera shall be installed to cover the entrance of the premises and further cameras installed to cover the internal area.
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3. 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.
4. A member of staff who is conversant with the operation of the CCTV system shall always be available at the premises whilst the premises are open to the public. CCTV footage shall be made available for viewing upon request the Police and any authorised Officers from Brent Council.
5. CCTV footage shall be provided on either removable media (I.e., USB, hard drive, CD etc..) or via digital transfer within 24 hours of request by Police and any authorised Officers from Brent Council.
6. Signage stating that CCTV is in operation shall be clearly and prominently displayed at the premises.
7. The CCTV system shall display the correct date and time on any footage.
8. An incident log shall be kept at the premises, and always made available for inspection upon request by an authorised officer of Brent Council or the Police. The incident log shall include the time/date of the incident, description of the incident and signed off by the relevant staff member. The incident log shall record the following:
  - a. any incidents of crime or disorder
  - b. all ejections of patrons
  - c. any complaints received
  - d. any faults in the CCTV system
  - e. any visit by a relevant authority or emergency service

Any entries into the log shall be made within 24 hours of any incident and shall contain the time/date of the incident, the nature of the incident, a description of the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

9. 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.
  10. A prominent, clear, and legible notice shall be displayed at the exit requesting patrons to dispose of their waste in litter bins.
  11. A suitable intruder alarm complete with panic button shall be fitted and maintained.
  12. Management and staff shall actively discourage customers from loitering outside the premises.
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13. Arrangements shall be put in place to ensure that waste collection contractors do not collect refuse between 19:00hrs and 07:00hrs.
14. Deliveries shall only take place between 07:00hrs and 19:00hrs.
15. Notices asking customers to leave quietly from the premises and not to loiter shall be displayed by the exit/entrance.
16. No unaccompanied children shall be permitted in the premises after 21:00hrs.
17. No alcohol shall be consumed on or permitted in the premises at any time during licensed hours and a notice shall be displayed on the premises to this effect.
18. 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.
19. Delivery drivers should be asked to keep noise to a minimum when collecting takeaways and must not be permitted to loiter unnecessarily.
20. No idling of delivery vehicles.

### **Reduction of Hours**

The Licensing Authority propose the following hours to allow preparation time for final orders:

### **Provision of Late Night Refreshments (changed)**

Monday to Sunday - 23:00hrs – 01:45hrs

### **The Opening Hours of the Premises (No change)**

Monday to Sunday – 11:00hrs – 02:00hrs

In order for the Licensing Authority to withdraw this representation, it will be necessary for you to confirm in writing that your client accept the above conditions.

Yours sincerely,



Esther Chan  
Licensing Inspector  
Regulatory Services

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