

Proposed Annex Two Licence
New premises licence application: Rajdhani Express, 616 Kingsbury Road,
NW9 9HN (REF: 38989)

Proposed Annex Two Conditions

1. The premises shall operate and maintain a digital colour CCTV system. The CCTV system shall continually record whilst the premises are open for licensable activities, and all recordings shall be kept for 31 days. The CCTV system shall also display the correct date and time on any recordings. A notice stating that CCTV is in operation shall also be clearly and prominently displayed.
2. The CCTV system shall capture clear images of every person entering or leaving the premises, with additional cameras covering all publicly accessible areas as outlined on the premises plan, as well as the external frontage directly outside the premises on Kingsbury Road.
3. CCTV footage shall be made available for immediate viewing upon request by the Police and any authorised Officers from Brent Council by a member of staff who is conversant with the operation of the CCTV system. CCTV footage shall also be provided to the Police and any authorised Officers from Brent Council, in a readily accessible format on removable media (i.e., USB, hard drive, CD etc..) or via digital transfer within 24 hours of request.
4. 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 shall record the following:
 - a. any refused sales of alcohol (including the reason why the sale was refused)
 - b. any incidents of crime and disorder.
 - c. any complaints received.
 - d. any faults in the CCTV system.
 - e. any visit by a relevant authority or emergency service.

Any entry into the log shall be made within 12 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.

5. Staff training shall be undertaken by all members of staff involved with licensable activities. Additionally, all staff shall undergo refresher training every 12 months which shall also be recorded. Staff training shall include the following topics:
 - a. age verification policy.
 - b. refusals.
 - c. permitted hours and relevant conditions.
 - d. licensing objectives.
 - e. CCTV operation (If deemed appropriate to the staff member by management).

Training records shall include the time/date of the training, staff members name, training topic and must be signed off by the relevant staff member and the

respective premises licence holder/designated premises supervisor/duty manager. A copy of staff training shall be available upon request by Police and authorised officers from Brent Council.

6. The DPS shall produce a written list of all staff members who are authorised to sell alcohol on behalf of the DPS. This list shall have the staff members name, the signature of the staff member and the authorisation date.
7. At least two members of staff shall be on duty at the premises at all times after 18:00.
8. There shall be no high strength beers, lagers, and ciders above 6.0% ABV sold at the premises.
9. Alcohol shall only be served by way of waiter service to seated customers and shall be ancillary to the provision of a seated table meal. There shall be no vertical drinking, and all alcohol shall be consumed by seated patrons.
10. Alcohol sold for consumption on the premises shall only be consumed within the areas outlined on the premises plan. No vessels containing alcohol shall be taken beyond the front external seating area.
11. The front external seating area shall be closed to customers after 23:00 each day. After this time all tables and chairs shall be removed or securely stacked.
12. With the exception of ingress and egress, all doors and windows shall remain closed after 23:00.
13. Clear and legible notices shall be prominently displayed at the exit and in any external areas of the premises, advising patrons to respect the needs of local residents and to leave the premises quietly.
14. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport, or proof of age card with the PASS Hologram. A Challenge 25 notice shall also be conspicuously displayed at the premises.