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Your ref:  
Our ref: 01QK/568/12/lic/10  
12th December 2012

**Police Representation to the Application for a new Premises Licence for  
Park Royal Studios, 1 Barretts Green Road, NW10 7AE**

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

I am of the opinion that the risk to the objectives can be mitigated by removing the requested variations or attaching conditions to the Licence as shown below.

Officer: Adrian Adolphus  
PS 10QK Licensing Sergeant

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 to vary the premises licence under section 34 of the Act.

The Police representations are primarily concerned with crime and disorder.

***Police require the following points to be included in the operating schedule or added as conditions on the premises licence.***

**Door Supervisors**

A minimum of two Door Supervisors must be employed after 8pm on any day when the premises are open for licensable activities past midnight, in a ratio of at least 1 supervisor to every 50 customers.

They will ensure compliance with licensing and security guidance.

A register /log containing the names, badge number, dates & times of duty of security staff and any incidents that occur shall be kept and made available to the Police and Licensing authority on request.

Door Supervisors shall wear clothing that can be clearly and easily identified on CCTV.

Ensure that there are a sufficient number and gender mix of door supervisors to monitor and control the numbers and behaviour of persons present.

The premises will be operated in accordance with advice from the Metropolitan Police Service which will include search procedures, the confiscation, storage and ultimate disposal of suspected illegal drugs and weapons.

### **Closed Circuit Television (CCTV)**

Good quality CCTV is essential as a deterrent for the prevention of crime and the detection of offenders. It allows for both covert and overt monitoring of the premises. With proper signage, this reassures both staff and clientele, that this is a safe environment where illegal activities are not tolerated.

Closed circuit television cameras and recorders of an agreed image standard will be installed at locations on the premises and in accordance with advice from the Police.

All cameras and recording equipment will be installed and maintained in accordance with Home Office Guidance and the manufacturers instructions and will be fully operational when the premises are open to the public.

Notices shall be displayed at the entrance to the premises, and in prominent positions throughout the premises, advising that CCTV is in operation.

### **Capacity Limit for Premises**

Proper control of the numbers of people in the premises is essential to prevent overcrowding and the risk of disorder. It is impossible to conduct any meaningful risk assessment, without knowing the maximum number of people that may be safely accommodated at any one time. There must also be adequate facilities to monitor and control the number of people present

The capacity limit will be set by Officers from the Local Authority.

### **Operating Hours to be displayed on Premises**

A notice displaying the opening hours, the type of licensing activity and licence conditions should be clearly displayed and visible to anyone outside the premises. This may be incorporated in the summary of the licence, which must be displayed, or take the form of a separate item.

Likewise the name of the Designated Premises Supervisor (D.P.S.) if required should be similarly displayed.

This will allow the Police and other responsible authorities to readily identify the licence details. Clearly displayed opening hours will also reduce any confusion for customers prior to entering the premises and possible conflict when the premises close/stop selling alcohol.

A Summary of the Premises Licence will be displayed at each public entrance to the premises.

### **Risk Assessments**

The DPS shall ensure that a risk assessment is undertaken of any promotion or event using the MPS promotion/Event Risk Assessment (Form 696) or an equivalent and provide a copy\* to the Metropolitan Police Service (MPS) and the licensing authority not less than 14 days before the event is due to take place.

2. Where an event has taken place the DPS shall complete a MPS Debrief Promotion/Risk Assessment (Form 696A) and submit this \* to the Metropolitan Police and Licensing authority, within 3 days of the conclusion of the event.

- Submission of electronic documents by E-Mail is preferred.

### **Metropolitan Police definition of an Event**

An event will be deemed to be: any occasion in a licensed premises, or other venue under a Temporary Event Notice, where there will be a performance (meaning musicians, DJ's, MC's, or other artists, that is promoted in some form by either the venue or an outside promoter, where entry is either free, by invitation, payment either on the door or by ticket.

### **The conditions that Police require to be added to the Premises Licence are listed below:**

#### **Door Supervisors**

- 5 Door supervisors of a sufficient number and gender mix, shall be employed from (number) hours on any day when the premises are open for the sale of alcohol past (number) hours.

#### **CCTV**

- 7 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 licensing officers if requested.

#### **Bottles and Glasses**

- 9 Customers shall not be permitted to take open glass containers outside the premises as defined on the plan submitted to and approved by the Licensing Authority.

### **Capacity Limits**

- 15 The total number of people permitted on the premises including staff and performers shall not exceed (*number*)

### **General**

- 28 The licensee shall keep an incident book which shall be made available to the Police and Licensing Authority.
- 35 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.
- 36 A suitable intruder alarm complete with panic button shall be fitted and maintained.

### **Noise and Vibration**

- 71 The level of music shall be arranged so as not to cause a nuisance to local residents.

Yours sincerely

Adrian Adolphus PS10QK  
Licensing Sergeant  
Brent Police