

APPLICATION FOR PROVISIONAL STATEMENT

**Retail Unit 8[6],
Plot NW08,
Repton Lane
Wembley Park
HA9 0FA**

OFF LICENCE

Proposed Licensable Activities:

	Sale of Alcohol (off sales)	Opening Hours
Monday – Sunday	08:00 – 23:00	08:00 – 23:00

Conditions:

1. Off-sales of alcohol in sealed containers only.
2. 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. All recordings shall be made available for viewing no later than 24 hours from request.
3. 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.
4. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from outside of the entrance to the premises.
5. The licensee shall keep an incident book which shall be made available to the Police and Licensing Authority.
6. Outside of the hours authorised for the sale of alcohol, all alcohol within the trading area is to be secured behind locked grills, locked screens or locked cabinet doors so as to prevent access to the alcohol by customers or staff.
7. A sign stating “No proof of age – No sale” shall be displayed at the point of sale.
8. A “Challenge 25” policy shall be adopted and adhered to.
9. Customers to be reminded that it is a criminal offence for person under 18 to purchase or attempt to purchase alcohol and that it is also an offence to purchase alcohol on behalf of a person aged under 18.

10. A refusal book detailing date and time of the refused sale and the name of the person refusing the sale shall be kept and maintained and made available for inspection at the premises.
11. Any staff directly involved in selling alcohol for retail to consumers and staff who provide training including managers shall undergo regular training of the Licensing Act 2003 legislation (at least every 12 months). The training shall be documented and signed off by the DPS and the member of staff receiving the training. This training log shall be kept centrally and made available for inspection by police and relevant authorities upon request.

Conditions applicable on major football event days:

The following conditions will apply at all times unless agreed in advance in writing with the Metropolitan Police and subject to an appropriate risk assessment:

12. The DPS or deputy shall work in partnership with the Police and if necessary comply with any direction given by a senior Police Officer on duty at the event.
13. A personal licence holder shall be present on the premises and supervise the sale of alcohol.
14. No more than 4 cans of alcohol shall be sold per customer.
15. Alcoholic beverages shall not be sold or supplied one (1) hour before the designated kick off or start time of the event and will not resume until fifteen (15) minutes after the game, match or event has started.