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SOUTHEND-ON-SEA BOROUGH COUNCIL**

Licensing Sub-Committee B

Date: Monday, 20th November, 2017

Time: 9.30 am

Place: Committee Room 4a - Civic Suite

Contact: Tim Row - Principal Committee Officer

Email: committeesection@southend.gov.uk

A G E N D A

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Application for the Grant of Premises Licence - 44 Broadway, Leigh-on-Sea, Essex, SS9 1AH (Pages 1 - 10)
Report of Deputy Chief Executive (Place)**

TO: The Chairman & Members of the Licensing Sub-Committee B:

Councillors D McGlone (Chair), M Butler and D Jarvis

PLEASE NOTE: Members of the Sub Committee should assemble in the Room at least 15 minutes before the hearing commences. The Clerk to the Sub Committee will inform you when all the parties to the hearing are ready to proceed.

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Southend-on-Sea Borough Council

Agenda
Item No.

3

Report of Deputy Chief Executive (Place)

To

Licensing Sub-Committee B

on

20th November 2017

Report prepared by: Anthony Byrne

44 Broadway, Leigh-on-Sea, Essex, SS9 1AH
Application for the Grant of Premises Licence

LICENSING ACT 2003

A Part I Public Agenda Item

1. Purpose of Report

- 1.1 This report considers an application by Ms. Phoebe Parry and Mr. Jack Morris for the grant of a Premises Licence.

2. Recommendation

- 2.1 That the Sub-Committee determines the application.

- 2.2 Should the Sub-Committee decide to approve the application, the relevant mandatory licence conditions must be applied. (These are set out in Appendix 1).

- 2.3 Appendix 2 sets out possible amended and additional conditions, agreed with Essex Police, for the Sub-Committee's consideration.

3. Background

- 3.1 The application relates to an existing unlicensed café at the junction of The Broadway and Victoria Road, Leigh-on-Sea.

4. Proposals

- 4.1 The application was given to the Licensing Authority on the 21st September 2017 and is for the grant of a Premises Licence.

- 4.2 Details of the application can be briefly summarised as follows:

- a) To permit the sale of alcohol on and off the premises between 10.00hrs and 20.00hrs. Monday to Wednesday, and 10.00hrs to 23.00hrs. Thursday to Sunday and Christmas Eve, Christmas Day and Boxing Day. The terminal hour is extended on New Year's Eve to 02.00hrs. the following day.
- b) The provision of late night refreshment on New Year's Eve between 23.00hrs to 02.00hrs. the following day.

- 4.3 The proposals are more fully documented in the application form which has been copied to Sub-Committee Members

5. Application Procedures

- 5.1 Applicants for grant of licence are required by law to send copies of their applications to all of the "Responsible Authorities". They are also required to display a notice giving brief details of the application in a prescribed form at the application site, and to publish the same information in a newspaper circulating in the area.
- 5.2 4 representations have been received from local residents.
- 5.3 No Representations were made by any of the Responsible Authorities. Conditions were agreed with Essex Police during the consultation period which can be found at Appendix 2.
- 5.4 Copies of the representations have been provided to the Sub-Committee Members. In accordance with the legislation, all parties have been invited to attend the hearing.

6. Matters for Consideration

- 6.1 Formal objections having been made and not withdrawn or resolved, the Licensing Authority is obliged to hold a hearing to consider them. Further, having regard to such representations, the Authority is required to take steps (if any) as it considers appropriate for the promotion of the Licensing Objectives.

Thus, the Authority may:

- a) Grant the licence, subject to conditions consistent with the operating schedule (modified as considered appropriate for the promotion of the Licensing Objectives) and subject to relevant mandatory conditions;
 - b) Exclude from the scope of the licence any of the licensable activities to which the application relates;
 - c) Refuse the application.
- 6.2 The Licensing Act 2003 requires that the Licensing Authority must carry out its functions under the Act with a view to promoting the Licensing Objectives. These are:
- a) The prevention of crime and disorder;
 - b) Public safety;
 - c) The prevention of public nuisance; and
 - d) The protection of children from harm.
- 6.3 In carrying out its licensing functions, the Licensing Authority must also have regard to:
1. Its Licensing Statement, and
 2. The guidance issued by the Secretary of State.
- 6.4 The Licensing Authority has, in accordance with the requirements of the Act, prepared and published a Statement of Licensing Policy, following formal

consultation. Copies of this document, together with the statutory guidance, have been made available to all Licensing Committee Members.

7. Existing Licensing Controls

7.1 There is no existing licence on these premises.

8. Background Papers

8.1 Council's Statement of Licensing Policy.

9. Appendices

9.1 Appendix 1 - Mandatory conditions.

9.2 Appendix 2 - Amended and additional conditions agreed with Essex Police.

MANDATORY CONDITIONS

The Licensing Act 2003 lays down certain mandatory conditions which must be applied to Premises Licences. These are summarised below:-

1. No supply of alcohol may be made under the premises licence a) at a time when there is no designated premises supervisor in respect of the premises licence or b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. Any individual who carries out security activities at the premises must be licensed by the Security Industry Authority.
4. The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children:-

- (a) Games or other activities which require or encourage, or are designed to require or encourage, individuals to:-
 - (i) Drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) Drink as much alcohol as possible (whether within a time limit or otherwise);
- (b) Provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
- (c) Provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
- (d) Provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on:-
 - (i) The outcome of a race, competition or other event or process, or
 - (ii) The likelihood of anything occurring or not occurring;

- (e) Selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
5. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
 6. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
 7. The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

8. The responsible person shall ensure that:-
 - (a) Where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures:-
 - (i) beer or cider: ½ pint
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
 - (b) Customers are made aware of the availability of these measures.
9. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
10. For the purposes of the condition 10 above —
 - (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979(1);
 - (b) “permitted price” is the price found by applying the formula— **$P = D + (D \times V)$** , where—
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence—

- (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
- (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- (e) “valued added tax” means value added tax charged in accordance with the Value Added Tax Act 1994(2)
11. Where the permitted price given by sub-section (b) of Condition 10 would (apart from this condition) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny
- (i) Sub-section (ii) applies where the permitted price given by sub-section (b) of sub-section (ii) on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.
 - (ii) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

CONDITIONS DRAWN FROM THE OPERATING SCHEDULE **(as amended by agreement between The Licensee and Essex Police)**

1. The Licensee shall ensure that a 'Challenge 25' scheme is operated, whereby any person who appears to be under 25 years of age is required to produce means of identification proving they are over 18 years of age. The only authorised means of identification shall be passport/UK photo driving licence/Military ID or 'PASS' accredited card.
2. The Licensee shall ensure that signs are located at the point of sale and in the area where alcohol is displayed advising customers that a 'Challenge 25' policy is in force.
3. All staff engaged in the sale or supply of alcohol on the premises shall have received training in relation to the protection of children from harm (including under-age sales), how to recognise drunkenness and the duty not to serve drunk persons. Refresher training shall be carried out at least every six months. The training shall be given to a new member of staff before they are permitted to serve/sell alcohol. Training records shall be kept on the premises for a minimum of 12 months and made immediately available to Police or Licensing Authority staff upon request.
4. A refusals record shall be maintained at the premises which details all refusals to sell alcohol. Each entry shall, as a minimum, record the date and time of the refusal and the name of the staff member refusing the sale. All entries must be made as soon as possible and in any event within 4 hours of the refusal and the record must be made immediately available to Police or Licensing Authority staff upon request.
5. The premises shall have installed and maintain a closed circuit television surveillance (CCTV) system which at all times complies with the below requirements:
 - a) CCTV will be provided in the form a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition;
 - b) CCTV cameras shall cover all public areas including all entrances and exits. inclusive of front & side forecourts/Tables & Chairs.
 - c) Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of 31 days;
 - d) At all times, whilst the premises is open for licensable activities, there are members of staff able to immediately provide viewable copies of recordings to the police or licensing authority staff upon reasonable request;
 - e) The recording equipment and data storage devices shall be kept in a secure environment and fitted with security functions (such as passwords) to prevent recordings being tampered with;

An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant: in the event of any failings these are to be recorded. Any failure of the CCTV system which cannot be rectified within 4 hours of discovery must be reported to Essex Police via e-mail to licensing.applications@essex.pnn.police.uk immediately

6. An incident log shall be kept at the premises, and made immediately available to police or licensing authority staff upon request.

The log shall be completed as soon as is possible and within any case within 4 hours of the occurrence and shall record the following:

- (a) All crimes reported to the venue
 - (b) All ejections of patrons
 - (c) Any complaints received concerning crime and disorder
 - (d) Any incidents of disorder
 - (e) All seizures of drugs or offensive weapons
 - (f) Any faults in a CCTV system, searching equipment or scanning equipment mandated as a condition of the licence.
7. A written record shall be kept on the premises of all staff authorised to sell alcohol on behalf of either the Designated Premises Supervisor or Personal Licence Holder to include name and signature of each person. This record must be made available for inspection to the Police or Licensing Authority upon request.
 8. The sale of alcohol shall be linked to the purchase of food.
 9. No use shall be made of the external area between 21.00 and 10.00 save for use as a smoking area in which a maximum of 6 persons shall be permitted at any one time.
 10. The Licensee shall ensure that a minimum of 28 covers are maintained inside at all times.
 11. The premises shall operate as a restaurant (and Take-away) and alcohol shall only be sold / supplied as ancillary to a meal served on the premises. Service of alcohol shall be by waiter/waitress only.
 12. Between 10.00 and 21.00, the Licensee shall ensure that a minimum of 24 covers are maintained in the external area. Between 21.00 and 10.00, no alcohol shall be permitted in the external area and tables and chairs will be either fixed to the ground or stacked and secured in a way to prevent accessibility.
 13. Drinks for consumption in the external area shall only be served in polycarbonate/plastic and/or toughened glass containers.
 14. The D.P.S. or an appropriate representative of theirs shall actively take part in any local Licensing/Watch/Bobb scheme and work with the local Police community and Licensing Teams