



Haverling

L O N D O N B O R O U G H

LICENSING SUB-COMMITTEE FAMILY NIGHT PIZZA

AGENDA

| | | |
|-----------------|---------------------------------------|--|
| 10.30 am | Wednesday 22 February 2017 | Council Chamber - Town Hall |
|-----------------|---------------------------------------|--|

Members 3: Quorum 2

COUNCILLORS:

Dilip Patel (Chairman)
Linda Van den Hende
Keith Roberts

**For information about the meeting please contact:
Taiwo Adeoye - 01708 433079
taiwo.adeoye@onesource.co.uk**

Protocol for members of the public wishing to report on meetings of the London Borough of Havering

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

AGENDA ITEMS

1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

(if any) - receive

2 DISCLOSURE OF INTERESTS

Members are invited to disclose any interest in any of the items on the agenda at this point of the meeting.

Members may still disclose any interest in an item at any time prior to the consideration of the matter.

3 CHAIRMAN'S ANNOUNCEMENT

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

4 REPORT OF THE CLERK (Pages 1 - 6)

Procedure for hearing – Licensing Act 2003.

5 APPLICATION FOR A PREMISES LICENCE UNDER SECTION 17 OF THE LICENSING ACT 2003 - FAMILY NIGHT PIZZA (Pages 7 - 36)

This application for a premises licence is made by Mr Jaan Nazari under section 17 of the Licensing Act 2003 - Family Night Pizza, 6 Faringdon Grove, Faringdon Avenue, Romford, RM3 8TD

**Andrew Beesley
Head of Democratic Services**

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LICENSING SUB-COMMITTEE

REPORT

22 February 2017

Subject Heading:

Procedure for the Hearing: Licensing Act 2003

Report Author and contact details:

**Taiwo Adeoye (01708) 433076
e-mail: taiwo.adeoye@onesource.co.uk**

Members are advised that, when considering application for a premises licence, the following options are available to them by virtue of the Licensing Act 2003, Part 3, section 35, paragraphs 3 and 4:

"Where relevant representations are made, the authority must

- (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
- (b) having regard to the representations, take such steps as it considers necessary for the promotion of the licensing objectives.

The steps are:

- a) modify the conditions of the licence
- b) reject the whole or part of the application

and for this purpose, the conditions of the licence are modified if any of them is altered or omitted or any new condition is added."

The Sub-Committee will also wish to note that, if none of these steps is required, the application must be granted.

Assuming that the Sub-Committee is satisfied that a hearing is required, then the following procedural steps are recommended. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application now under consideration. This report accords with the requirements of that Act and the Regulations, and in particular Regulations 21-25 (procedure at the hearing).

1. Membership of the Sub-Committee:

1.1 The Sub-Committee comprises three members of the Licensing Committee, with a quorum of two members. **Unless there are objections, in the absence of three members, the hearing shall proceed with the quorum of two.**

1.1.1 A member of the Licensing Committee will be excluded from hearing an application where he or she has considered an application in respect of the premises in the previous 12 months as a Member of the Regulatory Services Committee; or

1.1.2 is a Ward Councillor for the Ward in which the premises, subject to the application, are located; or

1.1.3 is a Ward Councillor for a Ward which is likely to be affected by the application or;

1.1.4 has a personal interest in the application.

2. Roles of other participants:

2.1 The Legal Advisor is not a party to the hearing. The role of the Legal Advisor is to provide legal advice relating to the application and submissions.

2.2 The Clerk is not a party to the hearing. The role of the Clerk is to record the hearing and the decisions of the Sub-Committee, and ensure efficient administration

3. Location and facilities:

3.1 All hearings will be heard at the Havering Town Hall unless otherwise directed.

3.2 Interpreters will be provided by the Council on request, provided notice is given at least five working days before the hearing.

4. Notification of attendance:

4.1 The Chairman will enquire of the parties who is in attendance and the parties will indicate their names (and, where relevant, whom they represent). A register will be circulated before the commencement of the hearing on which the applicant, his/her advisers and companions and all interested parties (and/or their representatives) will be asked to record their attendance.

5. Procedural matters:

5.1 Prior to the commencement of the hearing, the Chairman of the Sub-Committee will orally inform the parties whether their applications to have certain people attend the hearing (e.g. witnesses) have been granted or refused. Note this relates to people other than those attending on behalf of a party in the capacity as a representative of the party.

- 5.2 Prior to the commencement of the hearing the Chairman of the Sub-Committee will outline the procedure to be followed at the hearing. This will normally be as follows:

Introduction of the application:

The Licensing officer will outline:

- details of the application and relevant representations received from the parties;
- relevant legislation ;
- relevant Licensing Policy; and
- the time limit in which the Council must reach a determination.

Documentary evidence:

- Documentary or other information in support of applications, representations or notices should be provided to the Clerk of the Sub-Committee at least 7 clear working days before the hearing. If this information is produced at the hearing it will only be taken into account by the Sub-Committee if the Sub-Committee and all the parties consent to its submission. Permission to have this information included in the hearing should be requested at the beginning of the hearing before any oral submissions have been made.
- Statements made by people in support of a party's representation who are not present at the hearing, must be signed by the maker, dated and witnessed by another person. The statement must also contain the witness's full name and occupation.

Representations:

- The chairman will invite each of the parties at the hearing or their representative sequentially to address the Sub-Committee and call any person/s to whom permission has been granted to appear. Each party will be allowed a maximum period of 10 minutes in which to address the Sub-Committee and call persons on his/her behalf.
- This 10 minute period is where each party has the opportunity to orally address the Sub-Committee and clarify any points in which the Sub-Committee has sought clarification prior to the hearing. This 10 minute period should be uninterrupted unless a member of the Sub-Committee or Legal Advisor considers that the speaker is making submissions that are irrelevant, frivolous or vexatious.
- Members of the Sub-Committee may ask questions of any party, at any time during the proceedings. Time taken in dealing with a Member's question will not be taken into account in determining the length of time available to the party in question to make their representation.

The sequence in which each of the parties will be invited to address the Sub-Committee will normally be in the order of:

- the Chief Officer of Police;
- the Fire Authority;
- the Health and Safety at Work Enforcing Authority;
- the Local Planning Authority;
- the Local environmental Health Authority;
- the Local Weights and Measures Authority;
- the Authority Responsible for the Protection of Children from Harm;
- a navigation or other authority responsible for waterways; and
- any other party that has submitted representations in respect of the application, certificate, notice or other matter appearing before the Sub-Committee;
- the party that has submitted the application, certificate, notice or other matter appearing before the Sub-Committee.

At the discretion of the Sub-Committee the above order may be varied.

Cross-Examination:

Where witnesses have been permitted by the Sub-Committee to speak at the hearing on behalf of a party, permission must be sought from the Sub-Committee before another party can ask the witness questions. This process of questioning is normally referred to as cross-examination. The Sub-Committee will allow cross-examination only where it is necessary to assist it in considering the representations or application.

Relevance:

Information submitted at the hearing must be relevant to the applications, representations, or notice and the promotion of the licensing objectives. The Chairman of the Sub-Committee is entitled to exclude any information it considers to be irrelevant whether presented in written or oral form. The licensing objectives are:

The prevention of crime and disorder;

Public safety;

The prevention of public nuisance; and

The protection of children from harm.

6. Failure of parties to attend the hearing:

- 6.1 If a party, who has not given prior notice of his/her intention not to attend the hearing, is absent from the hearing the Sub-Committee may either adjourn the hearing or hold the hearing in the party's absence. Where the hearing is held in the absence of a party, the Sub-Committee will still consider the application, representation or notice submitted by that party.

7. Adjournments and extension of time:

7.1 The Sub-Committee may adjourn a hearing to a specified date or extend a notice period except where it must make a determination within certain time limits in the following specific applications:

- Review of premises licences following closure orders where the Sub-committee must make a determination within 28 days of receiving notice of the closure order.

8. Sub-Committee's determination of the hearing:

8.1 At the conclusion of the hearing the Sub-Committee will deliberate in private accompanied by the Clerk and the Legal Advisor who will be available to assist the Sub-Committee with any legal problems but will not participate in any decision making of the Sub-Committee.

8.2 The Sub-Committee will normally make its determination and announce its decision at the end of the hearing.

8.3 Where all parties have notified the Sub-Committee that a hearing is not required the Sub-Committee must make its determination within 10 working days of being given notice that the hearing is not required.

9. Power to exclude people from hearing:

9.1 The public are entitled to attend the hearing as spectators. However, the Sub-Committee may exclude any person from the hearing including any person assisting or representing a party where:

- it considers that the public interest would be best served by excluding the public or the individual person from the hearing; or
- that person is behaving in a disruptive manner. This may include a party who is seeking to be heard at the hearing. In the case where a party is to be excluded, the party may submit to the Sub-Committee in writing any information which they would have been entitled to give orally had they not been required to leave the hearing.

110. Recording of proceedings:

10.1 A written record of the hearing will be produced and kept for 6 years from the date of the determination of the hearing.

11. Power to vary procedure:

11..1 The Sub-committee may depart from following any of the procedures set out in this document if it considers the departure to be necessary in order to consider an application, notice or representation.

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Licensing Officer's Report



LICENSING SUB-COMMITTEE

REPORT

22 February 2017

Subject heading:

Family Night Pizza
6 Faringdon Grove, Faringdon Avenue,
Romford, RM3 8TD
Premises licence application
Paul Jones, Licensing Officer
c/o Town Hall, Main Road, Romford
paul.jones@havering.gov.uk
01708 432692

Report author and contact details:

This application for a premises licence is made by Mr Jaan Nazari under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 9th January 2017.

Geographical description of the area and description of the building

Family Night Pizza is a ground floor shop located in a larger industrial unit on an industrial estate in Harold Hill. A number of residential properties lie on the opposite side of Faringdon Avenue. The area might therefore be classed as one of mixed use.



Details of the application

Licensable activities sought:

| Late night refreshment | | |
|---|--------------|---------------|
| Day | Start | Finish |
| Sunday to Wednesday | 23:00 | 02:00 |
| Thursday to Saturday | 23:00 | 03:00 |
| Sunday preceding a bank holiday Monday | 23:00 | 03:00 |

| Hours premises open to the public * | | |
|--|--------------|---------------|
| Day | Start | Finish |
| Sunday to Wednesday | 23:00 | 02:00 |
| Thursday to Saturday | 23:00 | 03:00 |
| Sunday preceding a bank holiday Monday | 23:00 | 03:00 |

* NB The application indicates in section 18 that the shop will be *closed to the public at 00:00 and no members of the public will be permitted on the premises after that time.*

Comments and observations on the application

The applicant acted in accordance with regulations 25 and 26 of *The Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005* relating to the advertising of the application. The required public notice was installed in the 13th January 2017 edition of the Romford Recorder.

Summary

There were no representations against this application from any residents or local businesses.

There were representations against this application from two responsible authorities, namely Havering's Planning and Licensing Authorities.



Havering
LONDON BOROUGH

Copy of Application

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

 Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

 Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House?

 Yes No

Note: completing the Applicant Business section is optional in this form.

Is the applicant's business registered outside the UK?

 Yes No

Business name

If the applicant's business is registered, use its registered name.

VAT number

Put "none" if the applicant is not registered for VAT.

Continued from previous page...

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Applicant Business Address

If the applicant has one, this should be the applicant's official address - that is an address required of the applicant by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

An agent that is a business or organisation, including a sole trader

A sole trader is a business owned by one person without any special legal structure.

A private individual acting as an agent

Agent Business

Is your business registered in the UK with Companies House? Yes No

Note: completing the Applicant Business section is optional in this form.

Is your business registered outside the UK? Yes No

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Business Address

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 19

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 19

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 19

INDIVIDUAL APPLICANT DETAILS

Applicant Name

Is the name the same as (or similar to) the details given in section one?

- Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- Yes No

Continued from previous page...

Applicant Postal Address

Is the address the same as (or similar to) the address given in section one?

Yes

No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

Yes

No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail

Telephone number

Other telephone number

Section 5 of 19

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.

THE PREMISES IS A FAST FOOD OUTLET SELLING PIZZAS LOCATED ON THE GROUND FLOOR OF A 2 STOREY BUILDING. THERE ARE OTHER RETAIL UNITS ON THE GROUND FLOOR & A BANQUETING HALL ON THE FIRST FLOOR. THE CUSTOMER SERVICE AREA IS TO THE FRONT WITH FOOD PREPARATION, STORAGE AND STAFF FACILITIES TO THE REAR. THERE WILL BE ABOUT 3 TABLES AND SIX CHAIRS IN THE CUSTOMER AREA FOR CUSTOMERS USE TO "EAT IN". THE PREMISES WILL ALSO OFFER CUSTOMER COLLECTION FOR ORDERS, A WALK IN SERVICE & HOME DELIVERY SERVICE.

Continued from previous page...

THE SHOP WILL CLOSE TO THE PUBLIC AT 00.00 (MIDNIGHT). SERVICE WILL BE EXCLUSIVELY BY HOME DELIVERY AFTER 00.00 (MIDNIGHT).

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Section 6 of 19

PROVISION OF PLAYS

Will you be providing plays?

Yes No

Section 7 of 19

PROVISION OF FILMS

Will you be providing films?

Yes No

Section 8 of 19

PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

Yes No

Section 9 of 19

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes No

Section 10 of 19

PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes No

Section 11 of 19

PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes No

Section 12 of 19

PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes No

Section 13 of 19

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Continued from previous page...

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes

No

Section 14 of 19

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

Indoors

Outdoors

Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Continued from previous page...

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

PROVISION OF HOT FOOD & DRINK.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

NONE

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

ON BANK HOLIDAY SUNDAYS PERMITTED HOURS TO BE EXTENDED UNTIL 03.00.

Section 15 of 19

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes

No

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

Electronically, by the proposed designated premises supervisor

As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 19

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

NONE

Continued from previous page...

Section 17 of 19

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

NONE

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

ON BANK HOLIDAY SUNDAYS PERMITTED HOURS TO BE EXTENDED UNTIL 03.00.

Section 18 of 19

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

WE WILL OPERATE OUR BUSINESS IN A RESPONSIBLE MANNER AND ACTIVELY PROMOTE THE LICENSING OBJECTIVES AT ALL TIMES.

b) The prevention of crime and disorder

- 1) THE SHOP WILL BE CLOSED TO THE PUBLIC AT 00.00 (MIDNIGHT) & NO MEMBERS OF THE PUBLIC WILL BE PERMITTED TO BE ON THE PREMISES AFTER THAT TIME. THE SHOP WILL OPERATE ONLY AS A HOME DELIVERY SERVICE AFTER 00.00 (MIDNIGHT).
- 2) CCTV COVERING THE INTERIOR & EXTERIOR OF THE PREMISES WILL BE INSTALLED AND KEPT OPERATIONAL AT ALL TIMES THE PREMISES ARE OPEN TO THE PUBLIC. IT SHALL BE CAPABLE OF TAKING A HEAD & SHOULDERS SHOT OF PERSONS ENTERING THE PREMISES, SHALL COVER ALL ENTRY / EXITS, BE CAPABLE OF STORING IMAGES FOR A MINIMUM OF 31 DAYS AND A MEMBER OF STAFF TRAINED & CAPABLE OF DOWNLOADING IMAGES SHALL BE ON DUTY AT ALL TIMES THE PREMISES ARE OPEN TO THE PUBLIC. IMAGES SHALL BE PROVIDED TO THE POLICE OR AUTHORISED COUNCIL OFFICERS ON REQUEST.
- 3) IF AT ANY TIME THE CCTV IS NOT FULLY OPERATIONAL THE LICENSING AUTHORITY MUST BE INFORMED AND A COMPETENT CCTV ENGINEER CALLED AS SOON AS POSSIBLE. FULL DETAILS OF ANY FAULTS WITH THE CCTV, INSPECTIONS AND REPAIRS CARRIED OUT SHALL BE RECORDED IN THE APPROPRIATE PART OF THE INCIDENT BOOK.
- 4) THE PREMISES LICENCE HOLDER / DPS SHALL CHECK THAT THE CCTV IS OPERATIONAL ON A DAILY BASIS AND CHECK IT IS RECORDING ON A MINIMUM OF A WEEKLY BASIS. FULL DETAILS OF ALL CHECKS SHALL BE RECORDED IN THE INCIDENT BOOK.
- 5) FRONT OF HOUSE / WAITING STAFF WILL BE TRAINED ON INDUCTION AND AT SIX MONTHLY INTERVALS FOR THEIR ROLE & IN THE RELEVANT PROVISIONS OF THE LICENSING ACT 2003. TRAINING WILL INCLUDE ACKNOWLEDGING CUSTOMERS ON ARRIVAL, SERVING IN TURN, EXPLAINING ANY DELAY IN COOKING TIMES, MONITORING CUSTOMER CONDUCT WHILE IN THE SHOP, AVOIDING CONFLICT, ENSURING CUSTOMERS DO NOT BRING ALCOHOL INTO OR CONSUME ALCOHOL IN THE PREMISES. A WRITTEN TRAINING RECORD WILL BE KEPT FOR EACH STAFF MEMBER.
- 6) AN INCIDENT BOOK SHALL BE KEPT AT THE PREMISES, AND MADE AVAILABLE TO THE POLICE OR AUTHORISED COUNCIL OFFICERS, WHICH WILL RECORD THE FOLLOWING:
 - A) ALL CRIMES REPORTED,
 - B) LOST PROPERTY,
 - C) ALL EJECTIONS OF CUSTOMERS,
 - D) ANY COMPLAINTS RECEIVED,
 - E) ANY INCIDENTS OF DISORDER,
 - F) ANY SEIZURE OF DRUGS OR OFFENSIVE WEAPONS
 - G) ANY FAULTS IN THE CCTV,
 - H) ANY VISIT BY A RELEVANT AUTHORITY OR EMERGENCY SERVICE.
- 7) NOTICES WILL BE PROMINENTLY DISPLAYED BY THE ENTRY/ EXIT DOOR AND SERVERY (AS APPROPRIATE) ADVISING CUSTOMERS THAT:
CCTV IS IN OPERATION;
ADVISING CUSTOMERS OF THE RELEVANT PROVISIONS OF THE LICENSING ACT,
THE PERMITTED (LICENSED) HOURS & OPENING TIMES OF THE PREMISES;
THAT LAST ORDERS FOR COLLECTION FROM THE SHOP ARE TAKEN AT 23.45,

Continued from previous page...

THAT LAST ORDERS FOR CONSUMPTION IN THE SHOP ARE AT 22.30 AND THE TABLES AND CHAIRS MUST BE TAKEN OUT OF USE AT 23.00,

THAT NO ALCOHOL MAY BE BROUGHT INTO OR CONSUMED IN THE SHOP,

TO KEEP NOISE TO A MINIMUM, TO RESPECT RESIDENTS, LEAVE QUIETLY AND NOT TO LOITER OUTSIDE.

8) NO ALCOHOL MAY BE BROUGHT INTO OR CONSUMED IN THE PREMISES.

9) THE TABLES & CHAIRS INSIDE THE RESTAURANT MUST BE TAKEN OUT OF USE AT 23.00.

10) A MINIMUM OF 2 STAFF SHALL BE IN THE SHOP AT ALL TIMES DURING PERMITTED HOURS.

c) Public safety

A FIRE RISK ASSESSMENT & EMERGENCY PLAN WILL BE PREPARED AND REGULARLY REVIEWED.

STAFF WILL BE GIVEN APPROPRIATE FIRE SAFETY TRAINING.

d) The prevention of public nuisance

1) THE SHOP WILL BE CLOSED TO THE PUBLIC AT 00.00 (MIDNIGHT) & NO MEMBERS OF THE PUBLIC WILL BE PERMITTED TO BE ON THE PREMISES AFTER THAT TIME. THE SHOP WILL OPERATE ONLY AS A HOME DELIVERY SERVICE AFTER 00.00 (MIDNIGHT)

2) DELIVERY DRIVERS / RIDERS WILL BE INSTRUCTED NOT TO LEAVE THEIR ENGINE RUNNING OUTSIDE THE SHOP OR DELIVERY ADDRESSES. DRIVERS / RIDERS WILL BE INSTRUCTED TO WAIT INSIDE THE SHOP IN BETWEEN DELIVERIES.

3) NOTICES WILL BE PROMINENTLY DISPLAYED BY THE ENTRY/ EXIT DOOR AND SERVERY AS APPROPRIATE- SEE PREVENTION OF CRIME & DISORDER CONDITION 11 FOR FULL DETAILS.

4) SUITABLE CONTAINERS WILL BE PROVIDED FOR CIGARETTE ENDS & LITTER.

5) MANAGEMENT & STAFF WILL REGULARLY MONITOR THE OUTSIDE OF THE PREMISES BY CCTV & PHYSICALLY.

6) THE OUTSIDE OF THE PREMISES WILL BE KEPT TIDY AT ALL TIMES.

7) NO DELIVERIES WILL BE RECEIVED OR RUBBISH REMOVED BETWEEN 20.00 AND 08.00.

8) A PHONE NUMBER WILL BE CLEARLY DISPLAYED FOR RESIDENTS TO CONTACT MANAGEMENT WITH ANY CONCERNS. DETAILS OF ANY COMPLAINTS & THE ACTION TAKEN WILL BE RECORDED IN THE INCIDENT BOOK. THE PHONE NUMBER WILL BE PROVIDED TO ANY THE LOCAL RESIDENTS ASSOCIATION OR LOCAL RESIDENTS ON REQUEST.

e) The protection of children from harm

NO UNACCOMPANIED CHILDREN WILL BE PERMITTED IN THE PREMISES AFTER 23.00.

Section 19 of 19

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestice rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 - £100

Band B - £4301 to £33000 - £190.00

Band C - £33001 to £87000 - £315.00

Band D - £87001 to £125000 - £450.00*

Band E - £125001 and over - £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee.

Band D - £87001 to £125000 - £900.00

Band E - £125001 and over - £1,905.00

Continued from previous page...

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls, or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by Central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number of attendance at any one time.

Capacity 5000 to 9999 - £1,000.00

Capacity 10000 to 14999 - £2,000.00

Capacity 15000 to 19999 - £4,000.00

Capacity 20000 to 29999 - £8,000.00

Capacity 30000 to 39999 - £16,000.00

Capacity 40000 to 49999 - £24,000.00

Capacity 50000 to 59999 - £32,000.00

Capacity 60000 to 69999 - £40,000.00

Capacity 70000 to 79999 - £48,000.00

Capacity 80000 to 89999 - £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

DECLARATION

* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

GRAHAM HOPKINS

* Capacity

AUTHORISED LICENSING CONSULTANT

* Date

09 / 01 / 2017
dd mm yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/havering/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.










IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

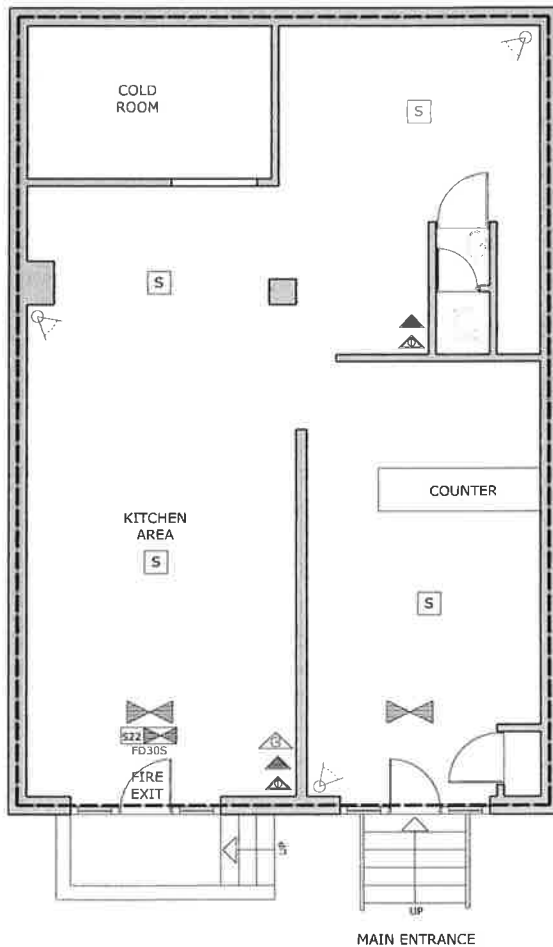
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< Previous 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 Next >

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-  9 LT. WATER FIRE EXTINGUISHER
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3. No work shall commence until all approvals and agreements have been obtained. These include, Planning, Building Regulations, Thames Water and party Wall.
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| Date | 28/12/16 |
| Scale (@ A4) | 1 : 100 |
|  | |
| Drawn by | AZ |
| Checked by | KK |

| | |
|----------------|--------------------------------|
| PROJECT STATUS | PLANNING |
| | Licensing Plan |
| PROJECT | UNIT 6 FARINGDON GROVE RM3 8TD |
| SHEET | SITE |
| JOB No. | 16.112 |
| DRAWING NUMBER | S 100 |
| | REV |

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Public Notices

NOTICE OF APPLICATION FOR A NEW PREMISES LICENCE UNDER SECTION 17 OF THE LICENSING ACT 2003
 NOTICE IS HEREBY GIVEN THAT MR JAAN NAZARI HAS APPLIED TO THE LONDON BOROUGH OF HAVERING FOR A NEW PREMISES LICENCE FOR FAMILY NIGHT PIZZA, UNIT 6 FARINGDON GROVE, FARINGDON AVENUE, HAROLD HILL, ROMFORD, ESSEX, RM3 8TD TO ALLOW THE PROVISION OF LATE NIGHT REFRESHMENT IN THE PREMISES FROM 23.00 TO 02.00 SUNDAY TO THURSDAY & FROM 23.00 TO 03.00 FRIDAY, SATURDAY & BANK HOLIDAY SUNDAYS. PLEASE NOTE THE SERVICE WILL BE BY HOME DELIVERY ONLY AFTER 00.00 (MIDNIGHT). THE ADDRESS OF THE LICENSING AUTHORITY WHERE THE REGISTER IS KEPT AND THE APPLICATION MAY BE INSPECTED DURING NORMAL BUSINESS HOURS IS LICENSING SECTION, HOUSING & PUBLIC PROTECTION, LONDON BOROUGH OF HAVERING, MERCURY HOUSE, MERCURY GARDENS, ROMFORD, ESSEX, RM1 3SL OR ON THE COUNCIL'S WEBSITE: www.havering.gov.uk ANY REPRESENTATIONS BY ANY OTHER PERSON OR RESPONSIBLE AUTHORITY MUST BE RECEIVED IN WRITING BY THE LICENSING AUTHORITY BY 6TH FEBRUARY 2017 STATING THE NATURE AND GROUNDS FOR MAKING SUCH REPRESENTATION. IT IS AN OFFENCE UNDER SECTION 158 OF THE LICENSING ACT 2003 TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT IN CONNECTION WITH AN APPLICATION. THE MAXIMUM FINE ON SUMMARY CONVICTION FOR THIS OFFENCE IS £5000. G T LICENSING CONSULTANTS TEL 07810 826778
 EM: gtlicensingconsultants@googlemail.com

Public Notices

TERENCE JAMES LETKEY (Deceased)
 Pursuant to the Trustee Act 1925 any persons having a claim against or an interest in the Estate of the above named, late of 56 Straight Road, Romford, Essex RM3 8AA, who died on 24/03/2016, are required to send written particulars thereof to the undersigned on or before 20/03/2017, after which date the Estate will be distributed having regard only to the claims and interests of which they have had notice.
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Havering
LONDON BOROUGH

Representation from
Responsible Authorities

Licensing Act 2003 Responsible Authority representation

This representation is made by a responsible Authority for the London Borough of Havering concerning an application for a temporary event notice for the premises as detailed below.

Premises Name and address: Family Night Pizza, 6 Faringdon Grove, Faringdon Avenue, RM3 8TB

Your Name: Paul Campbell

Organisation name/name of body you represent: London Borough of Havering/Licensing

Your Address: C/O, Town Hall, Main Road, Romford, Essex, RM1 3BD

Email: paul.campbell@havering.gov.uk

Contact telephone number: 01708 432766

Summary of Objection: Objection to an application for a new premises licence based upon the prevention of Public Nuisance licensing Objective.

Policy Considerations

6.0 Licensing hours

Licensing Policy 7

When dealing with new and variation applications the Licensing Authority will give more favourable consideration to applications with the following closing times:

Hot food and drink supplied by takeaways, fast food premises

Midnight- Sunday to Thursdays

01:00 Friday and Saturday

Consideration will also be given to the type of area that the premises is located in with regulated activities normally being permitted until 23.30 in residential areas and 00.30 in mixed use areas.

These hours are not pre-determined and each application will be considered on its merits.

Section

6.3 Applicants who wish to provide licensable activities outside the hours specified above should ensure that the operating schedule specifies detailed measures to militate against crime, disorder and public nuisance taking into account:

- The location of the premises and the character of the area in which they are situated
- The proposed hours during which licensable activities will take place
- The adequacy of the applicant's proposals to prevent crime and disorder and prevent public nuisance
- Whether customers have access to public transport when arriving at or leaving the premises
- The proximity of the premises to other licensed premises in the vicinity and the hours of operation of those other premises policies and proposals for the orderly dispersal of customers.

Representation

I wish to make representation as a Responsible Authority under the four licensing objectives.

Application

The applicant is asking for Late Night Refreshment from these premises on Sunday to Thursday until 02:00hrs, on Friday, Saturday and Bank Holiday Sundays to 03:00hrs the following day.

Customers will be permitted to attend the premises to collect food until midnight and thereafter it will be delivery service from the premises this will have to be done using a motorbike or car, this will create noise as vehicles arrive, are loaded and leave.

As this is a new business, it is not known how busy the premises will be, but the application form states in the operating schedule (Prevention of Crime and Disorder item 10) "A minimum of 2 staff shall be in the shop at all times during permitted hours".

To pay the wages of two staff working in the shop and at least one delivery person plus the running costs of the business, it can be assumed that they are expecting to be busy with continuous deliveries between midnight and the finish time to make this a viable business.

To operate to the hours applied for and to be successful the premises will need to be busy which will involve vehicles being used continuously to the early hours of the morning and with the nearest residential property being under 75 metres from this premises noise is inevitable and the later the hour the more an acceptable noise becomes a nuisance to nearby residents.

The London Borough of Havering's Licensing Policy has suggested finish times for Take away fast food premises as Midnight Sunday to Thursday and 01:00 Friday and Saturday but also states that "Consideration will also be given to the type of area that the premises is located in with regulated activities normally being permitted until 23.30 in residential areas and 00.30 in mixed use areas".

Both 00:30 and 01:00 are much earlier than the times being applied for.

This premises is on the edge of an industrial area with residential properties 75 metres away this can be considered a residential or mixed use area. No other premises nearby is licensed beyond midnight, if this premises is considered to be in a residential or mix use area consideration must be given to restricting the finish time to be in line with Havering's Licensing Policy suggested times.

The Policy states that when an application is made for hours outside the hours specified the applicant should outline the measures to militate against Crime and Disorder and Public nuisance and goes on to list some of the things to take into account (all listed above)

□ The location of the premises and the character of the area in which they are situated

The location and local area are not mentioned in the application.

• The adequacy of the applicant's proposals to prevent crime and disorder and prevent public nuisance

Aside notices asking people to keep quiet and instructing its own drivers to turn off their vehicle engines this is not addressed

• The proximity of the premises to other licensed premises in the vicinity and the hours of operation of those other premises policies and proposals for the orderly dispersal of customers.

The premises directly above this premises has a licence that finishes at midnight, this is not mentioned in the application, any possible problems this may cause (when that premises close and attempt to gain service at the pizza shop) or even if they have considered this premises at all in their application.

I feel that the applicant has not fully addressed the licensing objectives or taken into account Havering's Licensing Policy and the points mentioned therein. Any premises open late at night will cause some noise and at the hour of 2am and 3am will be a nuisance to nearby residents. Noise from a delivery service during the evening and early night is accepted by most people the same noise at 03:00 when the vast majority of people are asleep is a nuisance.

If a Licence for Late Night Refreshment is granted I respectfully ask that the Licensing Sub-Committee consider restricting the terminal hour to in line with or earlier than the times outlined in the Licensing Policy.

Complaint and Inspection History (if applicable)

Other documents attached

None attached

Signed



dated

30/01/2017

Licensing Act 2003 Responsible Authority representation

This representation is made by a responsible Authority for the London Borough of Havering concerning a licence application for the premises as detailed below.

| | |
|--|---|
| Premises Name and address: | "Family Night Pizza Ltd", 6 Faringdon Grove, Faringdon Avenue, Harold Hill, RM3 8TD |
| Your Name: | Samuel Cadman |
| Organisation name / name of body you represent: | Havering Council's planning department |
| Your Address: | 5 th Floor Mercury House, Mercury Gardens, Romford, RM1 3SL |
| Email: | sam.cadman@havering.gov.uk |
| Contact telephone number: | 01708 434798 |
| Summary of representation: | To OBJECT to the proposed premises licence application on the specific licencing objective "The prevention of public nuisance". |

Policy Considerations:

The representation takes into account the following licencing policies as set out in the document titled "Statement of Licencing Policy" with effect from 7th January 2016:

Licencing Policy 1

In considering applications for new licences, variations to existing licences and licence reviews the Licensing Authority will take the matters listed below into account:

- whether the premises is located in an area of cumulative impact;
- the type of premises and their cumulative impact on the area and the mix of premises in the area;
- the location of the premises and the character of the area;
- the views of the responsible authorities;
- the views of other persons;
- past compliance history of current management;
- the proposed hours of operation;
- the type and number of customers likely to attend the premises;
- whether the applicant is able to demonstrate commitment to a high standard of management, for example through active participation in the Safe and Sound meetings and pub watch.

Licencing Policy 6

The Licensing Authority considers that, in the interests of clarity and transparency, applicants should normally have in place the relevant planning consent for the intended use and hours of operation, or otherwise have lawful planning status, before making an application for a premises licence. However every application will be considered on its merits on a case by case basis.

Licencing Policy 7

When dealing with new and variation applications the Licensing Authority will give more favourable consideration to applications with the following closing times:

| | |
|------------------------|--------------------------------|
| Public Houses and Bars | 23:00 hours-Sunday to Thursday |
| | Midnight -Friday and Saturday |

Nightclubs 01:00 hours Sunday to Thursday
02:00 hours Friday and Saturday

Restaurants and Cafes 23:00 hours Sunday to Thursday
Midnight- Friday and Saturday

Off licences 23:00 Monday to Sundays

Hot food and drink supplied by takeaways, fast food premises:
Midnight- Sunday to Thursdays
01:00 Friday and Saturday

Hotel residents only 24 hours sale of alcohol for on sales only.

Consideration will also be given to the type of area that the premises is located in with regulated activities normally being permitted until 23.30 in residential areas and 00.30 in mixed use areas. These hours are not pre-determined and each application will be considered on its merits.

Licensing Policy 8

When assessing the applicant's or licensee's ability to demonstrate a commitment to high standards of management the Licensing Authority will take into account whether the applicant or licensee:

- Can demonstrate comprehensive knowledge of best practice
- Has sought advice from the responsible authorities
- Has implemented any advice that has been given by the responsible authorities
- Is able to understand verbal and written advice and legal requirements
- Can demonstrate knowledge of the licensing objectives, relevant parts of the Licensing Policy and their responsibilities under the Licensing Act 2003
- Is able to run their business lawfully and in accordance with good business practices
- Is able to demonstrate a track record of compliance with legal requirements.

Where there is a history of non-compliance associated with the premises the Licensing Authority is unlikely to grant a new or variation application unless there is evidence of significant improvement in management standards.

Licensing Policy 14

The Licensing Authority is committed to protecting the amenity of residents and businesses in the vicinity of licenced premises, particularly when late hours have been sought. Where relevant representations are received, the Licensing Authority will impose appropriate restrictions or controls on the licence to support the prevention of undue noise disturbance from licensed premises.

Representation:

The use of the property as a fast food takeaway has not been subject to an assessment by the planning department, It must be noted that due to the location of the premises any planning applications for a fast-food takeaway at this premises would not be supported by the planning department, and so it is unlikely that the expectations set out in licencing policy 6 will be met. However, as the planning and licencing regimes are separate I have considered the merits of the licence application below.

It is noted on the application form that the premises will not operate a customer presence for the full time that it will operate. This does go some way in mitigating the issues of public nuisance insofar as minimising the comings-and-goings of customers to the property. This therefore demonstrates that the applicants have some experience and knowledge of operating a hot-food takeaway in accordance with Licencing Policy 8.

However, the licence application does not refer to the impact the activities proposed in the licence on the surrounding area; which will be especially prominent given the proximity to the local primary school (Broadford School). The main concerns which have not been addressed include;

- The effect on parking in the local area.
- The potential of additional litter and rubbish being produced during times which the premises is open to customers / members of the public.
- The impact of introducing a hot-food takeaway which operates from 8am every day on the local school, and the affect this will have on the ability of persons connected with the school (including children, parents and staff) to have access to healthy food.
- This property is part of an industrial estate, and there have not been any steps outlined on having additional persons coming and going to the property, and what steps are taken to help mitigate the hazards of a working industrial estate; where there is a rebuttable presumption that there would be large and heavy vehicles operating.
- Given that the premises has approximately 70 houses located within a 200m radius of the property, there is no indication of how additional persons coming and going to the property in the late hours – and the additional vehicle movements in the late evening / early hours will affect the local residents and the local road network.
- The opening hours contravene the suggested hours as set out in Licencing policy 7, and there is no justification as to why this is, or how the additional times will not have a detrimental impact on the surrounding area.

Without further information, I am unable to determine if the correct measures are in place to completely satisfy the concerns set out above. Consequently the application for the licence does not meet the expectations set out in Licencing Policy 14.

Given the arguments as set out above, the licence application fails to meet the requirements and expectations set out in Licencing Policies 1, 6, 7, 8 and 14, and the planning department's concerns on the prevention of public nuisance have not been alleviated though the licence application. As this is the case, I ask that the licencing committee defer their decision on granting a licence application until more information with regards to the operating schedule is provided. If the committee is not minded to do this, then the planning services would completely object to the licence application.

It must be noted that as the lawful planning use of the site is not a hot-food takeaway, a planning enforcement investigation may have to now be undertaken, with enforcement action considered.

Complaint and Inspection History (if applicable):

No visits to the property were undertaken.

There are no recent planning applications relating to the premises.

| | |
|---|---|
| <p>Signed: </p> | <p>Dated: 24th January 2017</p> |
|---|---|

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