



Haverling

LONDON BOROUGH

LICENSING SUB-COMMITTEE PREMIER INN - MARKET PLACE ROMFORD

AGENDA

10.30 am	Thursday 4 January 2018	Council Chamber - Town Hall
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Members 3: Quorum 2

COUNCILLORS:

Linda Trew (Chairman)
Jody Ganly
Phil Martin

**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 the hearing – Licensing Act 2003

5 APPLICATION FOR A PREMISES LICENCE MADE BY WHITBREAD GROUP PLC UNDER SECTION 17 OF THE LICENSING ACT 2003 - THE PREMIER INN MARKET PLACE ROMFORD (Pages 7 - 40)

**Andrew Beesley
Head of Democratic Services**

LICENSING SUB-COMMITTEE

REPORT

4 January 2018

Subject Heading:

Procedure for the Hearing: Licensing Act 2003

Report Author and contact details:

Taiwo Adeoye (01708) 433079
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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Havering
LONDON BOROUGH

Licensing Officer's Report



LICENSING SUB-COMMITTEE

REPORT

4 January 2018

Subject heading:

**Premier Inn Romford
25-29 Market Place, Romford, RM1 3AB
Premises Licence application**

Report author and contact details:

**Mr Campbell, Licensing Officer
5th floor Mercury House
licensing@havering.gov.uk
01708 432766**

This application for a premises licence is made by Whitbread Group PLC under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 15th November 2017.

Geographical description of the area and description of the building

The premises are located in Market Place Romford at the Junction with Market Link. The venue is located about 117 metres east of North Street Romford and is a walking distance of about 560 metres from Romford Train Station.

The building itself comprises of three floors

The ground floor is the lobby entrance with access to lifts and stairs

The first floor is divided between Bedrooms/utility rooms and a licensed area

The second floor is bedrooms/utility rooms

The area requesting to be licensed under this application is outlined in red on the plans they are the ground floor lobby entrance and the southern end of the first floor.

Venues in the vicinity are shops and business on the ground floor, there are residential properties to the north and east of the premises

A map of the area is attached to assist the Sub-Committee.

Details of the application

Films & Alcohol		
Day	Start	Finish
Monday to Sunday	10:00	00:30

The premises shall remain open to permit the sale of alcohol to hotel residents 24 hours a day

Late Night Refreshment		
Day	Start	Finish
Monday to Sunday	23:00	00:30

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 Yellow Advertiser on Wednesday 22nd November 2017.

The Non-standard timings in section J (which if granted will relate to all licensed activity) "To extend the licensing hours on New Year's Eve: 10:00 to New Year's Day 00:30 (being 2nd January)

This point needs clarification –New Year's Day is the 1st January.

Does the applicant wish to be licenced from the end of licensable hours on New Year's Eve (into New Year's Day) to the end of Licensable hours on New Year's Day (into 2nd January)

In the general description of the premises the applicant states that it "is proposing to develop a Premier Inn with suitable modest licensing facility"

It also states that "a licensed premises notification will be given for 2 gamins machines under the Gambling Act 2005"

Using this description I am unsure as to what type of premises will be operating and needs some clarification.

I have attached to my report the Gambling Commissions leaflet "Gaming machines in pubs quick guide" to assist the Sub-Committee.

Trading Standards have liaised with the applicant and if a licence is granted have agreed a condition related to training to be included.

"All staff to be suitably trained in relation to prevent underage sales and training must be documented. Training will be refreshed every six months."

The premise is located within the Romford ring road which is an area highlighted in Havering's Licensing Policy – Section 5.0 “Location and Special Policies eg Cumulative Impact”

The Policy states:-

“This Policy creates a rebuttable presumption that applications for new premises licences, club premises certificates, or variation applications that will add to the existing cumulative impact, will normally be refused, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact and not impact adversely on the promotion of the licensing objectives.

The exception to this policy will be for applications for restaurants where alcohol is sold ancillary to a table meal and the terminal licensing hour is in line with the Policy.”

Summary

There were no representations against this application from interested persons.

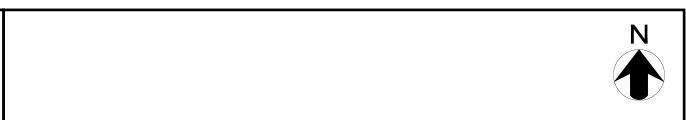
There were three representations against this application from responsible authorities. (Police, Health & Safety and Licensing Authority)

Attached Documents

- Map of area
- Gambling Machines information leaflet.
- Copy of newspaper advertisement



Premier Inn Romford



Scale: 1:1000
Date: 14 December 2017



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Copy of Application

Application for a premises licence to be granted
under the Licensing Act 2003



PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

We Whitbread Group PLC apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description Premier Inn (Proposed), 25-29 Market Place	
Post town Romford	Post code RM1 3AB

Telephone number of premises (if any)

Non-domestic rateable value of premises

Part 2 – Applicant Details

Please state whether you are applying for a premises licence as

- Please tick ✓
- a) An individual or individuals* please complete section (A)
 - b) a person other than an individual*
 - i. as a limited company please complete section (B)
 - ii. as a partnership please complete section (B)
 - iii. as an unincorporated association or please complete section (B)
 - iv. other (for example a statutory corporation) please complete section (B)
 - c) a recognised club please complete section (B)
 - d) a charity please complete section (B)
 - e) the proprietor of an educational establishment please complete section (B)
 - f) a health service body please complete section (B)
 - g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital please complete section (B)
 - h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr Mrs Miss Ms Other title (For example, Rev)

Surname First names

Date of Birth: I am 18 years old or over Please tick
Nationality:

Current postal address if different from premises address

Post Town Postcode

Daytime contact telephone number

Email address (optional)

Second Individual Applicant (if applicable)

Mr Mrs Miss Ms Other title (For example, Rev)

Surname First names

Date of Birth: I am 18 years old or over Please tick
Nationality:

Current postal address if different from premises address

Post Town Postcode

Daytime contact telephone number

Email address (optional)

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint nature (other than a body corporate), please give the name and address of each party concerned.

Name Whitbread Group PLC
Address Whitbread Court Houghton Hall Business Park Porz Avenue Dunstable Bedfordshire LU5 5XE
Registered number (where applicable) 00029423
Description of applicant (for example, partnership, company, unincorporated association etc.) Public Limited Company
Telephone number (if any)
E-mail address (optional)

Part 3 – Operating Schedule

When do you want the premises licence to start?

As soon as possible

Day Month Year

--	--	--	--	--	--	--	--

If you wish the licence to be valid only for a limited period, when do you want it to end?

Day Month Year

--	--	--	--	--	--	--	--

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

N/A

Please give a general description of the premises (please read guidance note 1)

The applicant is proposing to develop a Premier Inn with suitable modest licensing facility at 25-29 Market Place, Romford. In addition to the proposed licensable activities the premises will operate with unlicensed hotel accommodation comprising some 85 bedrooms over three floors.

This site is a redevelopment site. There is no rateable value fixed attributable to the proposed development as a Premier Inn and associated food and beverage operation.

A Licensed Premises Notification will be given for 2 gaming machines under the Gambling Act 2005.

It is intended the proposed premises will have a ground floor level at which a secure entrance lobby will be situated. At first floor level there will be hotel reception. The food and beverage facilities will be situated on the first floor along with unlicensed bedroom facilities. The upper floors (second and third) will accommodate unlicensed bedroom accommodation.

It is proposed that the permitted hours for licensable activities for these premises should be:

Monday to Sunday: 10:00 – 00:30 inclusive with the premises closing to the general public 30 minutes thereafter. However, the premises will remain open 24 hours a day to hotel residents.

This application seeks to licence the premises specifically to authorise under the Licensing Act 2003 the following activities:

1. Exhibition of a film principally educational videos in conjunction with occasional conferences or special events.
2. The sale of alcohol as specified in the appropriate boxes below.
3. The provision of late night refreshment after 23.00

The appropriate drawings deposited with this application are:

- site location plan number 3821/100
- site plan P1710/AM04
- Proposed elevation sheet 1 – 3821/135
- Proposed elevation 3821/136
- Ground Floor plan P1710/AM01
- Proposed first floor licensing plan P1710/AM02
- Proposed Upper Floor plans – indicative P1710/AM03

Please note that the internal area edged red on the licensing drawing P1710/AM01 and P171/AM02 are intended to be used (as required) for all licensable activities and includes the Premier Inn reception.

Please further note that the appropriate fire safety precautions will be incorporated within the development in consultation with the Fire Safety Officer and under the Building Regulation approval process.

Premier Inn is a nationally renowned hotel brand with a food and beverage offering which appeals to cross generational dining. There is significant levels of waiter/waitress service providing good supervision. Details of the current menus can be provided and are substantial.

It is proposed that the development of this site will improve the area by providing jobs for the local community and a new Hotel facility with appropriate food and beverage offering at this location.

Whilst the premises appear to be within the cumulative impact area within Romford centre it is submitted that this proposal will not undermine the licensing objectives and will in fact promote the licensing objectives and will not offend the cumulative impact policy.

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

Please tick ✓ yes

Provision of regulated entertainment (please read guidance note 2)

- a) Plays (if ticking yes, fill in box A)
- b) Films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick {Y} (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed					
Thur			State any seasonal variations for performing plays (please read guidance note 5)		
Fri					
Sat					
Sun					
			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)		

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick {Y}(please read guidance note 3).	Indoors	✓
Day	Start	Finish		Outdoors	
				Both	
Mon	10:00	00:30	Please give further details here (please read guidance note 4) Exhibition of a film principally video entertainment on screens and tv screens.		
Tue	10:00	00:30			
Wed	10:00	00:30	State any seasonal variations for the exhibition of films (please read guidance note 5) N/A – save as below		
Thur	10:00	00:30			
Fri	10:00	00:30	Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6) When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)		
Sat	10:00	00:30			
Sun	10:00	00:30			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 5)
Tue			
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainment Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick {Y}(please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed				State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)	
Thur					
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick {Y}(please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick {Y} (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for playing recorded music (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick {Y} (please read guidance note 3).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick {Y} (please read guidance note 3).	Indoors	
				Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Fri					
Sat			Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).		Indoors	
Day	Start	Finish	Please give further details here (please read guidance note 3)		Outdoors	
					Both	✓
Mon	23:00	00:30			To allow the provision of hot food and drinks for consumption on and off the premises at the manager's discretion and in the areas identified.	
Tue	23:00	00:30				
Wed	23:00	00:30	State any seasonal variations for the provision of late night refreshment (please read guidance note 4)			
Thur	23:00	00:30	N/A – save as below			
Fri	23:00	00:30	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5)			
Sat	23:00	00:30				
Sun	23:00	00:30	When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)			

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box Y) (please read guidance note 7)	On the premises	
Day	Start	Finish		Off the premises	
				Both	✓
Mon	10:00	00:30	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Tue	10:00	00:30			
Wed	10:00	00:30			
Thur	10:00	00:30	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri	10:00	00:30			
Sat	10:00	00:30	To extend the licensing hours on New Year's Eve: 10:00 to New Year's Day 00.30 (being 2 nd January)		
Sun	10:00	00:30	The premises shall remain open to permit the sale of alcohol to hotel residents 24 hours a day.		

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

NONE save for the presence of category C gaming machines the use of which is not permitted by persons under the age of 18

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variation (please read guidance note 4) Please see box J above
Day	Start	Finish	
Mon	06:00	01:00	
Tue	06:00	01:00	
Wed	06:00	01:00	
Thur	06:00	01:00	Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)
Fri	06:00	01:00	The premises shall remain open 24 hours a day for hotel residents.
Sat	06:00	01:00	For non-residents, the premises will close 30 minutes after the end of the non-standard timings identified in box J above.
Sun	06:00	01:00	

M

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

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

We have undertaken our own risk assessment to propose the following steps:-

The steps which we have identified in relation to the four licensing objectives are listed below

b) The prevention of crime and disorder

No further risks have been identified which need to be addressed, save as below

1. The use of door staff will be risk assessed on an ongoing basis by the licence holder of premises supervisor. Where engaged, door staff shall be licensed by the Security Industry Authority.
2. Alcoholic and other drinks may not be removed from the premises in open containers save for consumption in the Hotel bedrooms and in any external area provided for such purpose.
3. Staff will receive training on matters concerning underage sales, drugs policies and operating procedures.
4. There shall be a zero tolerance policy in relation to drugs at the premises and there shall be regular checks by management to prevent the use of drugs by patrons. Drugs seized shall be stored securely and handed to the police.
5. The premises shall operate a proof of age scheme and will require photographic identification from any person who appears to be under the age of 21 years.
6. The management of the premises will liaise with police on issues of local concern or disorder.
7. CCTV will be installed with recording facilities such recordings shall be retained for a period of 31 days and made available within a reasonable time upon request by the police, such as to cover: the main entrance to the premises.
8. There shall be no drinks promotions at the premises which are inconsistent with the need to promote responsible drinking.

c) Public safety

No further risks have been identified which need to be addressed, save as below

1. To comply with the reasonable requirements of the fire officer from time to time.
2. The premises will have adequate safety and firefighting equipment and such equipment will be maintained in good operational order.
3. Staff will be trained on matters of safety, evacuation and use of emergency equipment as required.
4. Spillages and breakages will be removed as soon as possible to reduce the risk to patrons and staff.
5. Toughened glasses will be used in the premises where appropriate.
6. Fire Exits and means of escape shall be kept clear and in good operational condition.

d) The prevention of public nuisance

No further risks have been identified which need to be addressed, save as below

1. Where appropriate, prominent, clear and legible notices shall be displayed at all exits requesting the public respect the needs of local residents and to leave the premises and area quietly.
2. Patrons will be encouraged by staff to leave quietly and respect the interests of the occupiers of any nearby noise sensitive premises. Where appropriate the licensee or a suitable staff member will monitor patrons leaving at the closing time.
3. Noise or vibration shall not emanate from the premises so as to cause a nuisance to nearby properties.
4. Contact numbers for local taxi firm(s) shall be kept at the premises and made available to patrons requiring a taxi.

e) The protection of children from harm

The restrictions set out in the Licensing Act 2003 will apply. No unusual or additional risks of harm to children have been identified.

1. No films or videos of any description will be shown so that they can be viewed by persons under the age of any applicable BBFC/Local Authority certification.
2. Children under the age of 16 shall not be permitted to enter the premises after 21:00 unless dining with an adult or attending a pre booked function or resident in the hotel.
3. There shall be adequate controls in place including staff training to safeguard against the sale of alcohol to persons under 18 years.
4. The premises supervisor or appointed staff member shall ensure that when children are admitted to the premises their presence is not inconsistent with the style of operation of the premises at that time and the licensable activities that are being carried out.
5. Policies in relation to children shall be adequately communicated to patrons by staff or through appropriate signage.

Please tick ✓ Yes

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- I understand that if I do not comply with the above requirements my application will be rejected
- {Applicable to all individual applicants, including those in a partnership which is not a limited

liability partnership, but not companies or limited liability partnerships} I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent. (Please read guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Declaration	<ul style="list-style-type: none"> {Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership} I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
--------------------	--

.....

.....

of 2nd applicant or 2nd applicant’s solicitor or other authorised
13). If signing on behalf of the applicant please state in what

Signature: John Gaunt & Partners.....

Date:

Capacity: Solicitors.....

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 14)	
John Gaunt & Partners Omega Court 372 Cemetery Road	
Post town Sheffield	Post code S11 8FT
Telephone number (if any)	0114 2668664
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) TShield@john-gaunt.co.uk	

Gaming machines in pubs

A quick guide for premises owners



Click here for printer-friendly version

What are my machine entitlements?

Qualifying alcohol licensed premises are entitled (under Automatic Entitlement) to provide two gaming machines of category C or D upon notification to the licensing authority (LA). Automatic Entitlements are only applicable to alcohol licensed premises, where there are bar facilities available on the premises for the sale and consumption of alcohol.



In order to site more than two category C or D gaming machines, an alcohol licensed premises gaming machine permit must be acquired from the relevant LA by application. It is then at the LA's discretion to consider the application and issue a permit.

Where a gaming machine permit authorises the making available of a specified number of gaming machines in particular premises, this will effectively replace, and not be in addition to, any Automatic Entitlement to two machines.

Where an LA has a concern about the suitability of the premises or licence holder to offer machine facilities to the public, the LA has, in certain circumstances, the power to dis-apply and remove the Automatic Entitlement.

Category of machine	Maximum stake	Maximum prize
C	£1	£100
D non-money prize	30p	£8
D non-money prize (crane grab machines only)	£1	£50
D money prize	10p	£5
D combined money and non-money prize	10p	£8 (of which no more than £5 may be a money prize)
D combined money and non-money prize (coin pusher or penny falls machines only)	20p	£20 (of which no more than £10 may be a money prize)

Change of licence holder

If the licence holder ceases to be the holder of the relevant alcohol licence for the premises, the Automatic Entitlement to the two gaming machines also ceases.

Whoever applies for the new premises alcohol licence would also need to notify the LA under s.282(2) of the Gambling Act 2005 of their intention to use their Automatic Entitlement. A re-notification of the Automatic Entitlement is required only where there is a change in the alcohol licence premises holder (either due to a transfer of licence or application for new licence), not for a change in Designated Premises Supervisor/Designated Premises Manager alone.

Machine requirements

Machines made available for use in a pub should display or have the following information available on them:

Machine category (either C or D)	Supplier details
Return to player percentage	ID plate (for machines after 2007)
No under 18s sign (category C only)	Stake to play and maximum payout
Signposting for gambling support services (eg Gamble Aware)	

It is the responsibility of the business owner to ensure the machine meets the regulatory requirements prior to making them available for use to the public. If a machine fails to meet the requirements above, it is the business owner and not the machine supplier that is liable for this failure.



Crane grab machines which have an element of chance are category D gaming machines. For further information on these machines see:

- Skill with prize machines: A quick guide for licensing officers
- Non-complex cat D gaming machines

Sourcing machines

All machines must be sourced and maintained by a Gambling Commission licensed supplier. There are certain maintenance and repair activities which may need to be carried out on a day-to-day basis, for which additional licences or permits are not required. For more information visit the [gaming machines](#) section of our website.

Machines supplied by an unlicensed machine supplier are considered illegally supplied machines and pose a serious threat to the licensing objectives.

If a machine is illegally supplied this poses a risk to the first licensing objective of keeping crime out of gambling. A machine that does not meet the regulations and technical standard requirements may also risk the fair and open licensing objective and therefore pose a risk of harm to members of the public interacting with these machines.

If you have any concerns about a supplier or wish to verify that they are licensed by the Gambling Commission you can do so by [visiting the register](#) on our website or contact our confidential intelligence line (0121) 230 6655.

A machine ID plate and supplier details may, in some cases, be found on the same plate or sticker, particularly where a manufacturer is also the supplier. Displaying supplier details directly on the machine is not a statutory requirement; however an operator should have and be able to share knowledge of their supplier and their details where necessary.





What are my responsibilities?

Pubs that choose to make machines available to the public must only do so during the hours that the premises licence allows the sale of alcohol. They should also adhere to the ***Code of practice for gaming machines in clubs and premises with an alcohol licence***. This is also available on the British Beer and Pub Association website, alongside with further information on additional responsibilities.

The code of practice particularly emphasises the importance of preventing underage access to machines not suitable for those under 18 (category C and above). It is the responsibility of the Designated Premises Supervisor to ensure that any machines made available on the premises are supervised either by staff or other means, in order to prevent under-age access on under 18 prohibited machines.

In circumstances where a pub function room may be open for hire, any machines available in the functions room may be available for use* under the alcohol premises licence. Therefore the code of practice applies and must be upheld in the function room also, in particular regarding supervision.

Machines games duty

For machines where at least one of the prizes on offer is cash, and it is more than the smallest cost to play the machine, you must pay Machine Games Duty (MGD).

If MGD applies to you, you'll need to register and complete regular returns. For further details visit: www.gov.uk/who-pays-machine-games-duty

Further information on our website

- [Poker in pubs - a quick guide](#)
- [Facilitating betting in pubs and clubs is illegal](#)

* We consider that a gaming machine is 'available for use' if a person can play it. If a customer is able to put a machine into use for example, by switching it on at the mains or simply removing a notice on the screen – it is also considered as available for use.

www.gamblingcommission.gov.uk

FIRE ALARM SYMBOLS

	FIRE ALARM PANEL
	HEAT DETECTOR (RATE OF RISE)
	MULTI SENSOR
	COMBINED MULTI-SENSOR AND SOUNDER BASE
	COMBINED MULTI-SENSOR SOUNDER BASE AND FLASHING BEACON (IN UA ROOMS & 10% STANDARD)
	MANUAL CALL POINT
	EMERGENCY GAS SHUT-OFF BUTTON
	FLASHING BEACON

SMALL POWER DISTRIBUTION & LUMINAIRES SYMBOLS

	THORN 2D 16W POLYCARBONATE LUMINAIRE 28W TO STAIRS (E-DENOTES COMBINED 3 HOUR NON-MAINTAINED EMERGENCY)
	WALL MOUNTED FITTING (E-DENOTES COMBINED 3 HOUR NON-MAINTAINED EMERGENCY)
	CORRIDOR CEILING MOUNTED BULKHEAD FITTINGS WITH 3 HOUR NON-MAINTAINED EMERGENCY
	CENTRAL STAIR WELL WALL MOUNTED LIGHT FITTING (WITH 3 HOUR NON-MAINTAINED EMERGENCY)

DISABLED ALARM SYSTEM SYMBOLS

	DISABLED ALARM PULL SWITCH
	DISABLED ALARM INDICATOR
	STAND ALONE LOOP SOUNDER / BEACON
	DISABLED REFUGE INTERCOM
	DISABLED ALARM INDICATOR PANEL

FIRE FIGHTING EQUIPMENT

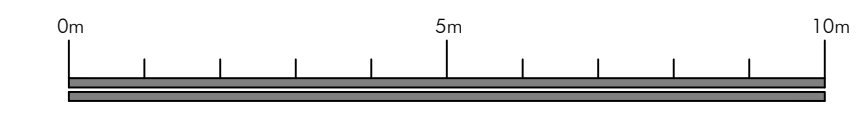
	6 LITRE AFFF FOAM EXTINGUISHER
	6 LITRE POWDER ABC FIRE EXTINGUISHER
	2KG Co2 EXTINGUISHER
	WET CHEMICAL EXTINGUISHER
	FIRE BLANKET

CONTRACTOR SUPPLIED EMERGENCY LUMINAIRES SYMBOLS

	PUBLIC CORRIDORS - VENTILUX VANTAGE VM3/FB/CR RECESSED OVERDOOR LUMINAIRE 3 HOUR MAINTAINED FITTING CHROME c/w LEGEND
	RESTAURANT / RECEPTION - VENTILUX VANTAGE VM3/FB RECESSED LUMINAIRE 3 HOUR NON-MAINTAINED FITTING WHITE
	BACK OF HOUSE - JSB ZETA 1 1 2E/3/ICEL SURFACE MOUNTED LUMINAIRE 3 HOUR NON-MAINTAINED FITTING
	JSB AG8/3M/ICEL SURFACE MOUNTED LUMINAIRE 3 HOUR IP65 RATED MAINTAINED FITTING
	BACK OF HOUSE - VENTILUX EXLX EM3/FB SURFACE MOUNTED LUMINAIRE 3 HOUR MAINTAINED FITTING WHITE c/w LEGEND
	RESTAURANT / RECEPTION - VENTILUX GLADE GDM3/FB/CR CEILING MOUNTED LUMINAIRE 3 HOUR MAINTAINED FITTING CHROME c/w LEGEND



PROPOSED GROUND FLOOR LICENSING PLAN
SCALE 1:100



NS DRAWN	DRAWN REVISION	NOV 17 DATE	VER
PROJECT PREMIER INN ROMFORD MARKET PLACE		 ARCHITECTS & DESIGNERS	
TITLE GROUND FLOOR LICENSING PLAN			
SCALE 1:100 @ A1			
JOB No PI710	DRAWING No AM01	REV /	7 Buxton Road West, Disley, Stockport, Cheshire, SK12 2AE. Website: www.allisonpike.com Telephone: 01663 762000 Facsimile: 01663 766772 Email: studio@allisonpike.com
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FIRE ALARM SYMBOLS	
	FIRE ALARM PANEL
	HEAT DETECTOR (RATE OF RISE)
	MULTI SENSOR
	COMBINED MULTI-SENSOR AND SOUNDER BASE
	COMBINED MULTI-SENSOR SOUNDER BASE AND FLASHING BEACON (IN UA ROOMS & 10% STANDARD)
	MANUAL CALL POINT
	EMERGENCY GAS SHUT-OFF BUTTON
	FLASHING BEACON

SMALL POWER DISTRIBUTION & LUMINAIRES SYMBOLS	
	THORN 2D 16W POLYCARBONATE LUMINAIRE 28W TO STAIRS (E-DENOTES COMBINED 3 HOUR NON-MAINTAINED EMERGENCY)
	WALL MOUNTED FITTING (E-DENOTES COMBINED 3 HOUR NON-MAINTAINED EMERGENCY)
	CORRIDOR CEILING MOUNTED BULKHEAD FITTINGS WITH 3 HOUR NON-MAINTAINED EMERGENCY
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DISABLED ALARM SYSTEM SYMBOLS	
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	STAND ALONE LOOP SOUNDER / BEACON
	DISABLED REFUGE INTERCOM
	DISABLED ALARM INDICATOR PANEL

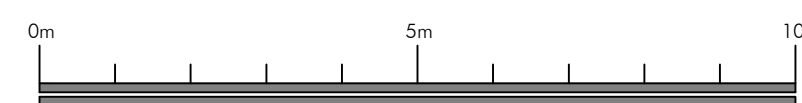
FIRE FIGHTING EQUIPMENT	
	6 LITRE AFFF FOAM EXTINGUISHER
	6 LITRE POWDER ABC FIRE EXTINGUISHER
	2KG CO2 EXTINGUISHER
	WET CHEMICAL EXTINGUISHER
	FIRE BLANKET

CONTRACTOR SUPPLIED EMERGENCY LUMINAIRES SYMBOLS	
	PUBLIC CORRIDORS - VENTILUX VANTAGE VM43/FBCR RECESSED OVERDOOR LUMINAIRE 3 HOUR MAINTAINED FITTING CHROME c/w LEGEND
	RESTAURANT / RECEPTION - VENTILUX VANTAGE VAN43/F8 RECESSED LUMINAIRE 3 HOUR NON-MAINTAINED FITTING WHITE
	BACK OF HOUSE - JSB ZETA 1 1 ZE/3/ICEL SURFACE MOUNTED LUMINAIRE 3 HOUR NON-MAINTAINED FITTING
	JSB AG8/3M/ICEL SURFACE MOUNTED LUMINAIRE 3 HOUR IP65 RATED MAINTAINED FITTING
	BACK OF HOUSE - VENTILUX EXLUX EM43/F8 SURFACE MOUNTED LUMINAIRE 3 HOUR MAINTAINED FITTING WHITE c/w LEGEND
	RESTAURANT / RECEPTION - VENTILUX GLADE GD43/FBCR CEILING MOUNTED LUMINAIRE 3 HOUR MAINTAINED FITTING CHROME c/w LEGEND



MARKET LINK

PROPOSED FIRST FLOOR LICENSING PLAN
SCALE 1:100



NS DRAWN	DRAWN REVISION	NOV 17 DATE	VER
PROJECT PREMIER INN ROMFORD MARKET PLACE		 ARCHITECTS & DESIGNERS	
TITLE FIRST FLOOR LICENSING PLAN			
SCALE 1:100 @ A1			
JOB No PI710	DRAWING No AM02	REV /	7 Buxton Road West, Dsiley, Stockport, Cheshire, SK12 2AE. Website: www.allisonpike.com Telephone: 01663 763000 Facsimile: 01663 765772 Email: studio@allisonpike.com © Allison Pike Partnership Limited.

FIRE ALARM SYMBOLS	
	FIRE ALARM PANEL
	HEAT DETECTOR (RATE OF RISE)
	MULTI SENSORS
	COMBINED MULTI-SENSOR AND SOUNDER BASE
	COMBINED MULTI-SENSOR SOUNDER BASE AND FLASHING BEACON (IN UA ROOMS & 10% STANDARD)
	MANUAL CALL POINT
	EMERGENCY GAS SHUT-OFF BUTTON
	FLASHING BEACON

SMALL POWER DISTRIBUTION & LUMINAIRES SYMBOLS	
	THORN 2D 16W POLYCARBONATE LUMINAIRE 28W TO STAIRS (E-DENOTES COMBINED 3 HOUR NON-MAINTAINED EMERGENCY)
	WALL MOUNTED FITTING (E-DENOTES COMBINED 3 HOUR NON-MAINTAINED EMERGENCY)
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DISABLED ALARM SYSTEM SYMBOLS	
	DISABLED ALARM PULL SWITCH
	DISABLED ALARM INDICATOR
	STAND ALONE LOOP SOUNDER / BEACON
	DISABLED REFUGE INTERCOM
	DISABLED ALARM INDICATOR PANEL

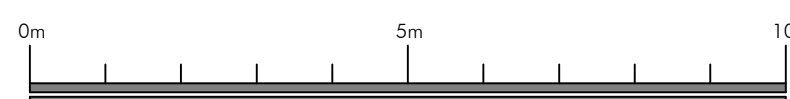
FIRE FIGHTING EQUIPMENT	
	6 LITRE AFFF FOAM EXTINGUISHER
	6 LITRE POWDER ABC FIRE EXTINGUISHER
	2KG CO2 EXTINGUISHER
	WET CHEMICAL EXTINGUISHER
	FIRE BLANKET

CONTRACTOR SUPPLIED EMERGENCY LUMINAIRES SYMBOLS	
	PUBLIC CORRIDORS - VENTILUX VANTAGE VANM3/FBCR RECESSED OVERDOOR LUMINAIRE 3 HOUR MAINTAINED FITTING CHROME c/w LEGEND
	RESTAURANT / RECEPTION - VENTILUX VANTAGE VANM3/F8 RECESSED LUMINAIRE 3 HOUR NON-MAINTAINED FITTING WHITE
	BACK OF HOUSE - JSB ZETA 1 1 ZE/3/ICEL SURFACE MOUNTED LUMINAIRE 3 HOUR NON-MAINTAINED FITTING
	JSB AG8/3M/ICEL SURFACE MOUNTED LUMINAIRE 3 HOUR IP65 RATED MAINTAINED FITTING
	BACK OF HOUSE - VENTILUX EXLUX EXM3/F8 SURFACE MOUNTED LUMINAIRE 3 HOUR MAINTAINED FITTING WHITE c/w LEGEND
	RESTAURANT / RECEPTION - VENTILUX GLADE GDM3/FBCR CEILING MOUNTED LUMINAIRE 3 HOUR MAINTAINED FITTING CHROME c/w LEGEND



MARKET LINK

PROPOSED TYPICAL UPPER FLOOR LAYOUT
SCALE 1:100



NS DRAWN	DRAWN	NOV 17 DATE	VER
PROJECT PREMIER INN ROMFORD MARKET PLACE		 ARCHITECTS & DESIGNERS	
TITLE PROPOSED UPPER FLOOR LICENSING PLAN			
SCALE 1:100 @ A1			
JOB No PI710	DRAWING No AM03	REV /	7 Buxton Road West, Dntley, Stockport, Cheshire, SK12 2AE. Website: www.allisonpike.com Telephone: 01663 763000 Facsimile: 01663 766772 Email: studio@allisonpike.com © Allison Pike Partnership Limited.



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 a premises licence application for the premises as detailed below.

Applicant: Whitbread Group PLC
Premises: Premier Inn 25-29 Market Place Romford RM1 3AB

Name: Paul Jones
Organisation: London Borough of Havering Licensing Authority
Address: c/o Town Hall Main Road Romford RM1 3BD
Email: paul.jones@haverling.gov.uk
Telephone no.: 01708 432692

Objection summary: The operating schedule suggests that these premises, although located within a proposed hotel, will effectively be a *de facto* public house. As such the premises have the potential to adversely impact upon the promotion of the licensing objectives. The premises are located in one of Havering's cumulative impact zones and, while the operating schedule mentions the cumulative impact policy, it simply indicates that the application '*will not undermine the licensing objectives*' and '*will not offend the cumulative impact policy*'. No reasoning is provided to support this view or to rebut the refusal presumption of the cumulative impact policy.

Policy considerations

Licensing Policy 2

The Licensing Authority has adopted a special policy relating to cumulative impact in relation to:

- Romford town centre within the ring road
- St Andrews Ward

This policy creates a rebuttable presumption that applications for new premises licences, club premises certificates, or variation applications that will add to the existing cumulative impact, will normally be refused, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact and not impact adversely on the promotion of the licensing objectives. The exception to this policy will be for applications for restaurants where alcohol is sold ancillary to a table meal and the terminal licensing hour is in line with the policy.

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:

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

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

Restaurants and Cafes 23:00 Sunday to Thursday
00:00 Friday and Saturday

Off licences 23:00 Monday to Sunday

Hot food and drink supplied by
takeaways, fast food premises 00:00 Sunday to Thursday
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 9

The Licensing Authority seeks to promote mixed use premises with alcohol sales being offered to customers alongside entertainment and food. Applications for premises providing a seated environment for customers are encouraged. Applications for premises whose predominant offer is vertical drinking are not encouraged and the operating schedule for such applications will be expected to demonstrate robust arrangements for promoting the licensing objectives.

Licensing Policy 20

The Licensing Authority is committed to tackling the illegal sale of alcohol to children, including proxy sales when adults buy alcohol for children. Premises within 400 metres of schools or colleges should consider licence conditions to control the products offered for sale and on display in windows. It expects licensees to implement measures to Challenge 25 standard to reduce the likelihood of underage sales from their premises and will take appropriate action, including review of licenses, where sales persist.

Representation

While this application suggests the premises in totality is a hotel the application for alcohol supplies is restricted to the bar area and ground floor entrance. Indeed the operating schedule refers repeatedly to 'unlicensed areas' of the hotel thus implying that the licensed area is a distinct operation. The licensing authority might have no concerns if the bar area was to be restricted to restaurant usage, i.e. alcohol supplies made ancillary to table meals only; however, Section M of the application does not propose such a restriction. In fact proposals in section M lead us to conclude that the licensable area identified within the premises intends to, or at least will be able to, operate in the manner of a pub.

Section M contains a proposal that the premises licence holder will risk assess on an ongoing basis the need for door supervisors while there are additional proposals further to a zero tolerance to drug use and drug seizures. While we might consider such proposals to be a responsible approach we suggest that these proposals are not consistent with hotel or restaurant use and indicate the premises' intended operation as a pub. The application was accompanied by an additional application for gaming machines to be located on site further supporting the view that the premises will become a *de facto* pub as

an application for gaming machines may only accompany a premises licensed under the Licensing Act 2003 which provide 'bar facilities'. The applicant's own view might appear to be that these licensed premises constitute a separate business entity from the hotel operation.

If we accept that the licensable area within the hotel will be a pub we might reasonably expect that Havering's cumulative impact policy, licensing policy 2 above, should be properly addressed by the applicant. Unfortunately, the applicant has addressed the cumulative impact policy minimally, as indicated above in the objection summary. We might reasonably expect that where a cumulative impact policy exists a full and robust rebuttal is provided with the application to make clear from the outset the reasons why the applicant is convinced that this application will not have an adverse impact upon the promotion of the licensing objectives and will not add to cumulative impact. The applicant has declined to provide any substantial form of rebuttal so it must therefore be this licensing authority's position that licensing policy 2 should be appropriately exercised.

The operating schedule lists the terminal hours for the provision of licensable activity as 00:30 while the premises seeks to remain open to patrons until 01:00. Both these terminal hours are beyond Havering's guideline terminal hours contained in licensing policy 7 detailed above. While these are guideline hours we should be aware that these premises are adjacent to large numbers of residential properties built over the commercial properties which form the north-western edge of Market Place. Licensing policy 7 goes on to indicate that regulated activities might normally be permitted until 00:30 in mixed use areas and this section of the town centre might reasonably be considered a mixed use area; however, a 01:00 closing time 365 days a year might have a significant impact upon these residential properties further to public nuisance as there are no other licensed premises at this particular location.

One of the Act's mandatory conditions requires that an age verification policy is adopted by each premises licence holder where the licence authorises alcohol supplies. Havering's licensing policy 20 expects licence holders to implement age verification to 'Challenge 25 standard', i.e. anyone seeking to purchase alcohol who appears to be aged 25 or less must be required to prove that they are aged over 18. Clearly, this gives a seven year margin of error when it comes to assessing a potential alcohol purchaser's age. The applicant for this licence indicates that it will operate to the limits of a Challenge 21 age verification policy, thus providing a three year margin of error. Such a policy has been largely abandoned by the industry in favour of the more robust Challenge 25 scheme which Havering supports.

The premises plans indicate that there will be a 'bar counter' in the premises which appears to be an entirely appropriate 'breakfast bar' present in most hotels where guests are able to help themselves to various foodstuffs during meals. The premises plans don't appear to include an actual bar at which customers may order a drink; the application, however, refers to 'significant levels of waiter/waitress service providing good supervision' so we must assume that customers will be able to access alcohol at these premises via waiting staff although this is not made entirely clear.

The premises plans include seating arrangements identifying a seated capacity of 90 covers. Apart from the bench seating around the edge of the bar area most of the identified tables and chairs are able to be removed as their inclusion in the plans is indicative only. The applicant has not identified the maximum occupancy of this premises but one might reasonably estimate that it would be considerably more than 90 if the moveable tables and chairs are removed. The exit of large numbers of people at this location up until 01:00 each night might have the potential to adversely impact upon the promotion of the licensing objectives, in particular the prevention of public nuisance.

Licensed premises, and in particular those located in busy town centres, would normally be expected to have installed a comprehensive CCTV system, particularly those premises which are open late. The proposal in section M further to CCTV appears to suggest that it will be only the premises' ground floor entrance area which will have CCTV coverage: 'CCTV will be installed... such as to cover the main entrance to the premises.' Such a proposal might appear entirely inadequate in a town centre location. Should an incident occur in the licensed premises there would be no record of it unless it was to occur in the entrance foyer. Additionally, the presence of CCTV in a premises acts as a deterrent to poor behaviour, thus aiding the promotion of the licensing objectives.

A number of proposed conditions in section M of the operating schedule are qualified by the clause '*where appropriate*', e.g. 'Toughened glasses will be used in the premises *where appropriate*.' What is not made clear by these proposals is who decides whether it is appropriate to implement such a condition. Indeed, the inclusion of such a qualification might render such a proposal meaningless if the premises licence holder is to determine whether it is appropriate to comply with a given condition. Such conditions might therefore appear redundant and would have no place on a premises licence as they would effectively be unenforceable.

Complaint and inspection history (if applicable)

Not applicable

Conclusion

Licensing policy 2 refers to Havering's cumulative impact policy and takes a view that, unless an applicant can successfully rebut the presumption of the policy, the application will be refused. The licensing authority suggests that the applicant has declined to provide a reasoned rebuttal argument. The operating schedule contains various other exceptions to Havering's licensing policies, unclear undertakings and less than robust proposals given the apparent intended use of the licensable area of the premises.

The application appears to be designed to create a new public house within Romford's town centre, a public house which does not have the robust licensing objective promotional measures in place to support such a venture.

Based upon the totality of these matters we are unable to support this application and are of the view that the principle contained within licensing policy 2 should be exercised and the application, as submitted, refused at this time.

Signed *Paul Jones*

Dated 13th December 2017

Licensing Act 2003 representation pro-forma

Should you wish to comment on a licence application this form intended to help you. Please feel free to attach additional sheets.

You do not have to make any comment, and comments may be made in support of as well as against the application, providing they refer to one or more of the licensing objectives. We require your personal details, as we are unable to accept anonymous representations. *(See below about the Licensing Authority withholding personal details)*

Premises Name and address: __Premier Inn, 25-29 Market Place Romford, RM1 3ER_____

Your Name:__John Giles_Health and Safety Officer_____

Your Address:__Public Protection, London Borough of Havering, Mercury House, Mercury Gardens,_Romford, Essex._____

Email:__john.giles@havering.gov.uk._____

Telephone:_____

Please comment on the below licensing objectives relevant to your concerns or observations, you may also wish to include suggestions how your concerns could be addressed:

General All Four Licensing Objectives

The application is ambiguous in that it refers to food and beverage facilities but hasn't requested restaurant conditions. The fact that they have applied for 2 gaming machines makes it a pub. They are allowing non residents to stay on the premises until 01:00 hours and they will risk assess whether they need door staff. Toughened glass will be used where appropriate. Because the application is ambiguous it is difficult to assess whether the conditions offered are appropriate for the planned operation to comply with the Licensing objectives.

Crime and Disorder

If the premise is to operate as a pub then it would be expected that toughened glass will be used throughout not where appropriate to prevent crime and disorder.

Protection of Children from Harm

The operator has said that adequate controls will be in place to prevent sales to under 18 but has not provided any detail. We would expect that Challenge 25 be operated at the premises especially as children and young adults could be guests at the premise to protect them from harm.

Public Safety

I wish my identity to be kept anonymous /No –

We can withhold personal details where there is a genuine reason to do so; if you wish your name and address details to be withheld then please explain the reason:

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Copies of this representation will be sent to the applicant, or their agent/solicitor, including name and address details (but other personal contact information such as telephone numbers and email addresses will be removed) unless you have specifically requested anonymity. Copies of this representation will be included in a report that will be available to the public and will be published on the internet.

Please ensure name and address details completed above

Return to:

Licensing, London Borough of Havering, C/O Town Hall, Main Road, Romford RM1 3BD

or send by email to: licensing@haverling.gov.uk

Licensing Office
London Borough Of Havering
Mercury House
Mercury gardens
RM1 3SL

**KD - Havering Borough
KD - Romford Police Station**

Romford Police Station
19 Main Road
Romford
RM1 1BJ

Telephone: 01708779162
Facsimile:
Email

Belinda.Goodwin@met.pnn.police.u
k

www.met.police.uk

13th July 2015

Police have been served with a new premise licence application relating to **Premier Inn Romford, 25-29 market place, Romford RM1 3AB** This application has been served by Tim Shield from John Gaunt and partners who are licensing solicitors on behalf of the applicant Whitbread Group PLC.

Police wish to make observations and representations against certain aspects of this application as we fear that the requests made will have a detrimental effect on the promotion of at least two of the four licensing objectives, namely

1. The prevention of crime and disorder
2. Prevention of children from harm

Summary of application

The application is for a proposal to develop an 85 bedroom Premier Inn with associated food and beverage offer on site.

Licensable hours as follows:

Monday to Sunday late night refreshment from 23:00hrs – 00:30hrs

Monday to Sunday supply of alcohol from 10:00hrs – 00:30hrs

Monday to Sunday films 10:00hrs – 00:30hrs

Opening hours for residents 24hrs

Opening hours for the public 06:00hrs – 01:00hrs

Location

The premise is situated in the cumulative impact area of Romford town centre with a high volume of clubs and pubs that operate until 05:00hrs.

Within this area the local police are being tested on a daily and nightly basis, due to the volume of people coming through we have a constant battle to keep crime and disorder under control.

CHILDREN

There is a very high volume of children who congregate in the Town centre all days of the week, it is very popular with school children especially, and there are some secondary schools that are just outside the ring road. Under the protection of children from harm box on the application it states that “ no unusual or additional risks of harm to children have been identified” Police would argue that there is additional risks around child sex exploitation when it is well known that perpetrators do often use these sort of hotels to carry out these type of crimes so extra measures have to be put into place to safeguard against this happening.

There is also nothing on the application to suggest that they would prevent children under the age of 16 from entering the venue before the hours of 21:00, this would be a concern to Police unless it is stated that they are returning to their room and not into the bar area. There is no mention of challenge 25 only that staff would be trained to safeguard against the sale of alcohol under 18 years. In Police opinion the application lacks information in this area.

PREVENTION OF CRIME AND DISORDER

There is a mention of door staff but only that this will be risk assessed as to whether they will be utilised, that no drinks will be allowed to be removed, staff training about underage sales, drugs policies and operating procedures. How is this going to be done, it is not clear on the form. There is going to be zero tolerance to drugs, what does this mean? There is only one mention of CCTV in this section with recording facilities and retained for a period of 31 days and that it will cover the main entrance to the premises. This is not what we expect to see on an application for this type of premises. There is a travel lodge nearby and they have 7 different conditions on their licence that covers the CCTV, this is a tested tool in the prevention of crime and disorder and it is also imperative to identify any incidents that occur so this needs to be more robust.

In the public safety part of the application there is a lot of reference to the fire and health and safety requirements which are not relevant for this form as it is covered elsewhere. It does however mention toughened glass and that it will be used where appropriate, what does this mean?

Reading through the application, it is not clear how this venue is supposed to be operating. They have stated that they are going to show films indoors, does this mean in the rooms and how is this going to be monitored?

It is also clear on the application that members of the public can walk in and use the bar from 10:00hrs to 00:30hrs with vertical drinking as they would do with any other public house in the area, with nothing to suggest that this is not going to have an impact on the cumulative impact zone although they do mention it on the covering letter.

Police are not satisfied with the quality of the application, it is ambiguous to say the least, they have also applied to have category Cs gaming machines the use of which is only permitted for public houses. Police therefore have legitimate concerns that if this venue is given a licence that it is not going to have an impact on the area as a whole and that they have not shown enough on the form to uphold the licensing objectives at this time, due to this Police are objecting to this application at this time.