

## Licensing Officer's Report



# LICENSING SUB-COMMITTEE

2 October 2017

Subject heading:

Report author and contact details:

Harrow Service Station 132 Hornchurch Road Hornchurch RM11 1DR Premises licence variation application Paul Jones, Licensing Officer licensing@havering.gov.uk 01708 432777

REPORT

This application for a variation to a premises licence is made by Sectorsure Limited under section 34 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 16<sup>th</sup> August 2017.

#### Geographical description of the area and description of the building

Harrow Service Station is located on Hornchurch Road a short distance from Hornchurch town centre. The licensed premises constitutes the shop which is located on the service station forecourt. Immediately to the east of the site is the Harrow PH, immediately to the west are four commercial properties while residential properties are located behind the site. A map of the area is attached for reference.

#### Details of the application

This variation application seeks to extend alcohol supply hours from the currently permitted hours of 08:00 to 23:00 Monday to Sunday to a 24 hour a day alcohol supply seven days a week in line with the premises' 24-hour opening hours. The s.182 Guidance to the Licensing Act 2003 indicates at paragraph 10.15:

Shops, stores and supermarkets should normally be free to provide sales of alcohol for consumption off the premises at any times when the retail outlet is open for shopping unless there are good reasons, based on the licensing objectives, for restricting those hours.

#### 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 1<sup>st</sup> September 2017 edition of the Havering Yellow Advertiser.

## Summary

There was one representation against this application from an interested person.

There were no representations against this application from responsible authorities.



### Part A

**Premises licence number** 

006208

#### Part 1 – Premises details

Postal address of premises

### Harrow Service Station 132 Hornchurch Road Hornchurch RM11 1DR

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Late night refreshment Monday to Sunday – 23:00 to 05:00

Supply of alcohol Monday to Sunday – 08:00 to 23:00

The opening hours of the premises

24 hours

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

Off supplies only

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Sectorsure No. 10 Ltd Greenhills Estate Office Tilford Road Farnham Surrey GU10 2DZ 01252 795977

Registered number of holder

07924407

1 of 3

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

### Mr Mohideen Mohamed Kaleel

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Mandatory conditions

- 1. No supply of alcohol may be made under the Premises Licence -
  - (a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or
  - (b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
- 2. Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.
- 3. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

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

4. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. Full details of this Mandatory Condition can be found at:http://www.legislation.gov.uk/ukdsi/2014/9780111109120

Annex 2 – conditions consistent with the operating schedule

- 1. A CCTV system shall be installed, operated and maintained on the premises that shall be fit for purpose.
- 2. The CCTV system shall be capable of producing immediate copies of recordings on site. Copies of recordings will either be recorded on good quality video tape or digitally onto CD/DVD or other equivalent medium.
- 3. Any recording shall be retained and stored in a suitable and secure manner for a minimum of twenty-eight days and shall be made available subject to compliance with Data Protection legislation to the police for inspection on request.
- 4. The CCTV system shall incorporate a camera covering the entrance door and the alcohol display areas and will be capable of providing an image which is regarded as identification standard. The precise positions of the cameras may be agreed subject to compliance with Data Protection legislation with the police form time to time.
- 5. The CCTV system shall display on any recording the correct time and date of the recording.
- 6. A system shall be in place to maintain the quality of the recorded image and a complete audit trail maintained.
- 7. The CCTV system shall be maintained so as to be fully operational throughout the hours that the premises is open for any licensable activity.

Annex 2 – conditions consistent with the operating schedule – contd.

- 8. The premises licence holder shall at all times maintain adequate levels of staff. Such levels shall be disclosed on request to the Licensing Authority and the police.
- 9. Adequate waste receptacles for use by customers shall be provided in and immediately outside the premises.
- 10. A 'Challenge 21' (or equivalent) scheme shall be adopted so that all cashiers are trained to ask any customer attempting to purchase alcohol, who appears to be under the age of twenty-one years, for evidence of age. This evidence shall be photographic such as a passport or photographic driving licence until other effective identification technology is introduced. All cashiers shall be instructed through training that a sale shall not be made unless this evidence is produced. Prominent notices shall be displayed in the store advising customers that they may be asked to provide evidence of age.

Annex 3 – conditions attached after a hearing by the Licensing Authority

Not applicable

#### Annex 4 – premises plans

Full premises plans are held by the Licensing Authority of the London Borough of Havering.





#### Part B

#### **Premises licence summary**

Premises licence number

006208

Premises details

Postal address of premises

### Harrow Service Station 132 Hornchurch Road Hornchurch RM11 1DR

Where the licence is time limited the dates

### Not applicable

Licensable activities authorised by the licence

### Late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Late night refreshment Monday to Sunday – 23:00 to 05:00

Supply of alcohol Monday to Sunday – 08:00 to 23:00

The opening hours of the premises

24 hours

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

Off supplies only

Name, (registered) address of holder of premises licence

Sectorsure No. 10 Ltd Greenhills Estate Office Tilford Road Farnham Surrey GU10 2DZ

Registered number of holder

#### 07924407

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Mr Mohideen Mohamed Kaleel

State whether access to the premises by children is restricted or prohibited

Not applicable





all Heather: 07772 239789

firstclasshandymanromford.co.uk

07843 6579



## Map of the area



Harrow Service Station	
	Scale: 1:1250 Date: 14 September 2017

Havering

London Borough of Havering Town Hall, Main Road,Romford, RM1 3BD Tel: 01708 434343

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## Copy of Application



#### Havering Application to vary a premises licence Licensing Act 2003

For help contact licensing@havering.gov.uk Telephone: 01708 432777

		* required information
Section 1 of 17		
You can save the form at any t	ime and resume it later. You do not need to be	logged in when you resume.
System reference	Not Currently In Use	This is the unique reference for this application generated by the system.
Your reference	HORNCHURCH SECTORSURE	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 be	half of the applicant? lo	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	SECTORSURE	]
* Family name	LIMITED	]
* E-mail		]
Main telephone number		Include country code.
Other telephone number		]
🔀 Indicate here if the appli	cant would prefer not to be contacted by telep	hone
Is the applicant:		
<ul> <li>Applying as a business or organisation, including as a sole trader</li> <li>Applying as an individual</li> </ul>		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	Note: completing the Applicant Business section is optional in this form.
Registration number	02546195	]
Business name	SECTORSURE LIMITED	If the applicant's business is registered, use its registered name.
VAT number -	564211561	Put "none" if the applicant is not registered for VAT.
Legal status	Private Limited Company	]

Continued from previous page		
Applicant's position in the	LIMITED COMPANY	
business		The country where the applicant's
Home country	United Kingdom	headquarters are.
Registered Address		Address registered with Companies House.
Building number or name	ESTATE MANAGEMENT	
Street	GREENHILLS ESTATE, TILFORD ROAD	
District		
City or town	TILFORD	
County or administrative area	SURREY	
Postcode	GU10 2DZ	
Country	United Kingdom	
Agent Details		
* First name	CHRIS	
* Family name	MITCHENER	]
* E-mail		]
Main telephone number	E	Include country code.
Other telephone number	É	
Indicate here if you wou	Id prefer not to be contacted by telephone	
Are you:		
<ul> <li>An agent that is a busin</li> </ul>	ess or organisation, including a sole trader	A sole trader is a business owned by one person without any special legal structure.
C A private individual acti	ng as an agent	
Agent Business		No. 1. State and a state of A state of the s
Is your business registered in the UK with Companies House?		Note: completing the Applicant Business section is optional in this form.
Is your business registered outside the UK?		
Business name	LICENSING SOLUTIONS	If your business is registered, use its registered name.
VAT number -	566 4798 82	Put "none" if you are not registered for VAT.
Legal status	Sole Trader	]

Continued from previous page			
Your position in the business	OWNER		
Home country	United Kingdom		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
Building number or name			by law for receiving communications.
Street	l i		
District	[		
City or town	[		
County or administrative area	[		
Postcode	[		
Country			
Section 2 of 17		- C.	
APPLICATION DETAILS			
			riod for which the licence has effect or to
	ises to which it relates. If you wish hises licence application under se		at type of change to the premises licence, the Licensing Act 2003.
I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.			
* Premises Licence Number	006208		
Are you able to provide a post	al address, OS map reference or des	cription of t	he premises?
Address OS map reference Description			
Postal Address Of Premises			
Building number or name	HARROW SERVICE STATION		
Street	132 HORNCHURCH ROAD		
District			
City or town	HORNCHURCH		
County or administrative area	ESSEX		
Postcode	RM11 1DR		
Country	United Kingdom		
Premises Contact Details			
Telephone number			

Continued from previous page		
Non-domestic rateable	30,250	
value of premises (£)		
Section 3 of 17		
VARIATION		
Do you want the proposed		
variation to have effect as soon as possible?	Yes C No	
Do you want the proposed va introduction of the late night	riation to have effect in relation to th levy?	
C Yes	No	You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.
If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend		
Describe Briefly The Nature	Of The Proposed Variation	
Describe 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.		
CONVENIENCE STORE LOCATED ON A FORECOURT ALREADY ENJOYING ALCOHOL 08.00 TO 23.00 EVERYDAY, LNR 23.00 TO 05.00 EVERY DAY AND 24 HOUR OPENING - EXTEND THE HOURS FOR THE SUPPLY OF ALCOHOL, NO CHANGES ARE ENVISAGED TO THE DEPOSITED PLAN		
Section 4 of 17		
PROVISION OF PLAYS		
Will the schedule to provide plays be subject to change if this application to vary is successful?		
Section 5 of 17		
PROVISION OF FILMS		
Will the schedule to provide films be subject to change if this application to vary is successful?		
← Yes	No	
Section 6 of 17		
PROVISION OF INDOOR SPO	RTING EVENTS	
Will the schedule to provide in this application to vary is succ	ndoor sporting events be subject to essful?	change if

Continued from previous page			No
Section 7 of 17			
PROVISION OF BOXING OR WRES	STLING ENTERTAINMENTS		
to change if this application to var	g or wrestling entertainments be subject y is successful? No		
Section 8 of 17	No		
PROVISION OF LIVE MUSIC			
Will the schedule to provide live m application to vary is successful?	nusic be subject to change if this		
C Yes €	No		
Section 9 of 17			
PROVISION OF RECORDED MUSI	c		
Will the schedule to provide record application to vary is successful?	ded music be subject to change if this		
C Yes	No		
Section 10 of 17			2010 1 1
PROVISION OF PERFORMANCES	OF DANCE		
Will the schedule to provide perfo this application to vary is successfu	rmances of dance be subject to change if ul?		
C Yes .	No		
Section 11 of 17			10.000
PROVISION OF ANYTHING OF A S DANCE	SIMILAR DESCRIPTION TO LIVE MUSIC, R	ECORDED MUSIC OR PERFORM	IANCES OF
	ing similar to live music, recorded music of to change if this application to vary is	r	
C Yes	No		
Section 12 of 17			
<b>PROVISION OF LATE NIGHT REFR</b>	RESHMENT		
Will the schedule to provide late n this application to vary is successfu	ight refreshment be subject to change if ul?		
C Yes ●	No		
Section 13 of 17			
SUPPLY OF ALCOHOL			
Will the schedule to supply alcohovary is successful?	I be subject to change if this application to	)	
(• Yes	No		

<u> </u>			
Continued from previous			
Standard Days And Ti	imings		
MONDAY			Provide timings in 24 hour clock
	Start 00:00	End 24:00	(e.g., 16:00) and only give details for the days
	Start	End	of the week when you intend the premises to be used for the activity.
TUESDAY			
	Start 00:00	End 24:00	7
	Start	End	]
WEDNESDAY			
	Start 00:00	End 24:00	
	Start	End	7
THURSDAY			
	Start 00:00	End 24:00	
	Start	End	
FRIDAY			
	Start 00:00	End 24:00	]
	Start	End	
SATURDAY			
	Start 00:00	End 24:00	
	Start	End	
SUNDAY			
	Start 00:00	End 24:00	
	Start	End	
Will the sale of alcohol I	be for consumption?		
○ On the premises	<ul> <li>Off the premises</li> </ul>	← Both	If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.
State any seasonal varia	ations.		
For example (but not ex	clusively) where the activity wi	ll occur on additional o	days during the summer months.
L			

Continued from previous page...

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed above, list below.

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

#### Section 14 of 17

#### 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.

Provide 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

Section 15 of 17	
HOURS PREMISES ARE OPEN TO THE PUBLIC	
Standard Days And Timings	
MONDAY	Provide timings in 24 hour clock
Start 00:00	End 24:00 (e.g., 16:00) and only give details for the days
Start	End of the week when you intend the premises
TUESDAY	
Start 00:00	End 24:00
Start	End
WEDNESDAY	
Start 00:00	End 24:00
Start	End
THURSDAY	
Start 00:00	End 24:00
Start	End
FRIDAY	
Start 00:00	End 24:00
Start	End

Continued from previous page
SATURDAY
Start 00:00 End 24:00
Start End End
SUNDAY
Start 00:00 End 24:00
Start End End
State any seasonal variations.
For example (but not exclusively) where the activity will occur on additional days during the summer months.
s and the second se
Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed above, list below.
For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
To example (but not exclusively), where you wish the activity to go of honger on a particular day e.g. christmas Eve.
Identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the
proposed variation you are seeking.
ALCOHOL HOURS CONDITIONS AND ADJUST CHALLENGE 21 TO CHALLENGE 25
☐ I have enclosed the premises licence
I have enclosed the relevant part of the premises licence
Reasons why I have failed to enclose the premises licence or relevant part of premises licence.
Section 16 of 17
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.

Continued from previous page...

MANDATORY AND OTHER CONDITIONS TO REMAIN INCLUDING ALARM SYSTEM, CCTV SYSTEM WITH RECORDING FACILITIES, TRAINED STAFF WITH RECORDED ONGOING ALCOHOL TRAINING REGIME, CHANGE TO CHALLENGE 25 AND PROOF OF AGE INITIATIVE EMBRACED, INSTORE CHALLENGE SIGNAGE, REFUSALS SYSTEM WITH REFUSALS BOOK AND INCIDENT LOG, ACCESS AT THE DISCRETION OF THE CASHIER BETWEEN 23.00 AND 05.30

b) The prevention of crime and disorder

ALARM SYSTEM, CCTV SYSTEM WITH RECORDING FACILITY, TRAINED STAFF, CHALLENGE 25, REFUSALS SYSTEM AND INCIDENT LOG

c) Public safety

STAFF TRAINED IN FIRE SAFETY PROCEDURES AND THE USE OF FIRE SAFETY EQUIPMENT, FIRE FIGHTING EQUIPMENT

d) The prevention of public nuisance

STAFF TRAINED TO DEAL WITH SITUATIONS, USEABLE WASTE BINS PROVIDED ON THE FORECOURT

e) The protection of children from harm

FULL ALCOHOL TRAINING REGIME IN USE, ONGOING RECORDED ALCOHOL TRAINING WITH REFRESHER TRAINING TO BE CARRIED OUT EVERY 6 MONTHS, CHALLENGE 25 TRADING INITIATIVE EMBRACED, CHALLENGE SIGNAGE, REFUSALS SYSTEM AND REFUSALS BOOK

#### Section 17 of 17

#### **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.

Variation Fees are determined by the non domestic rateable value of the premises. To find out a premises non domestic 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 - £100.00 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 your are required to pay a higher fee

Band D - £87001 to £125000 - £900.00 Band E - £125001 and over - £1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999 - £1,000.00

Continued from previous page		
Capacity 10000 -14999 - £2,00	0.00	
Capacity 15000-19999 - £4,000	0.00	
Capacity 20000-29999 - £8,000.00		
Capacity 30000-39999 - £16,00		
Capacity 40000-49999 - £24,00		
Capacity 50000-59999 - £32,00		
Capacity 60000-69999 - £40,00		
Capacity 70000-79999 - £48,00		
Capacity 80000-89999 - £56,00		
Capacity 90000 and over - £64	,000.00	
* Fee amount (£)	190.00	
	nce, liable on conviction to a fine up to level 5 on the standard scale, under Section 158 of the a false statement in or in connection with this application.	
$\boxtimes$ Ticking this box indicat	es you have read and understood the above declaration	
This section should be comple behalf of the applicant?"	ted by the applicant, unless you answered "Yes" to the question "Are you an agent acting on	
* Full name	CHRIS MITCHENER	
* Capacity	DULY AUTHORISED AGENT	
* Date	16 <b>/</b> 08 <b>/</b> 2017	
	dđ 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		
<ol> <li>Save this form to your computer by clicking file/save as</li> <li>Go back to <u>https://www.gov.uk/apply-for-a-licence/premises-licence/havering/change-1</u> to upload this file and continue</li> </ol>		
with your application.		
,	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		

## OFFICE USE ONLY

Applicant reference number	HORNCHURCH SECTORSURE
Fee paid	
Payment provider reference	
ELMS Payment Reference	
Payment status	
Payment authorisation code	
Payment authorisation date	
Date and time submitted	
Approval deadline	
Error message	
Is Digitally signed	
< Previous <u>1</u> <u>2</u> <u>3</u> <u>4</u>	<u>5 6 7 8 9 10 11 12 13 14 15 16 17</u> Next >



## Interested Party

RECEIVE 3 0 AUG 201;

Mr C. Edwards 11 Harrow Drive Hornchurch Essex RM11 1NS

25th August 2017

Environment London Borough of Havering Town Hall,Main Road Romford, Essex RM1 3BD

Ref LIV/019365

Premises Licence Application Harrow Service Station, 132 Hornchurch Road, RM11 1DR.

Dear Sirs,

I am writing to register my objection to the application for a Premises License under S.17 from the Harrow Service Station, 132 Hornchurch Road.

The basis for this objection is that granting a 24 hour license would not promote the licensing objectives, particulary the prevention of crime/disorder and antisocial

behaviour/public nuisance.

I would like to raise the following concerns by way of formal objection-

- 1). The Harrow Pub is **immediately** next door to the Harrow Service Station and my concern is that after leaving the pub at closing time, people are able to increase their alcohol levels and re-enter the pub gardens by stepping over the low picket fence thus causing disorder and public nuisance. Note that the pub closing times are 11.30pm Mon-Thur and Sunday, and 12.00 midnight Fri and Sat.
- 2). A concern that people would be drawn to our residential area because of the attraction of the 24 hour sale of alcohol not available anywhere else in the immediate area therefore increasing the likelihood of public nuisance, public disorder,crime and also non-reportable crime such as noise, litter etc.

Thank you for taking the time to seriously consider these objections and look forward to a positive decision for the best interests of our neighbourhood.

Yours faithfully, Colin Edwards