



# Haverling

LONDON BOROUGH

## LICENSING SUB-COMMITTEE 131 SOUTH STREET

### AGENDA

<b>10.30 am</b>	<b>Monday 15 October 2012</b>	<b>Council Chamber - Town Hall</b>
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Members 3: Quorum 2

**COUNCILLORS:**

Peter Gardner (Chairman)  
Denis Breading  
Linda Van den Hende

**For information about the meeting please contact:  
James Goodwin 01708 432432  
email:james.goodwin@haverling.gov.uk**

**AGENDA ITEMS**

**1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS**

(if any) - receive

**2 DISCLOSURE OF PECUNIARY INTERESTS**

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

*Members may still disclose any pecuniary 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)**

Report attached.

**5 REPORT OF THE LICENSING OFFICER (Pages 7 - 58)**

Application for a premises licence for 131 South Street, Romford, RM1 1NX.

**Ian Buckmaster  
Committee Administration & Member Support  
Manager**

# LICENSING SUB-COMMITTEE

# REPORT

15 October 2012

**Subject Heading:**

**Procedure for the Hearing: Licensing Act 2003**

**Report Author and contact details:**

**James Goodwin (01708) 432432**  
**e-mail: james.goodwin@havering.gov.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.**
- 1.2 A members of the Licensing Committee will be excluded from hearing an application where he or she:
- 1.2.1 has considered an application in respect of the premises in the previous 12 months as a Member of the Regulatory Services Committee; or
  - 1.2.2 is a Ward Councillor for the Ward in which the premises, subject to the application, are located; or
  - 1.2.3 is a Ward Councillor for a Ward which is likely to be affected by the application or;
  - 1.2.4 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. Chairman's Briefing meeting:**

- 3.1 Prior to this hearing, the Sub-Committee Chairman will have met the Legal Advisor and/or Clerk to determine whether further clarification is required of any issues contained in the application or any representation.
- 3.2 During this preliminary meeting no decision will have been made or discussion held regarding the substantive merits of the application or representations.

**4. Location and facilities:**

- 4.1 All hearings will be heard at the Havering Town Hall unless otherwise directed.
- 4.2 Interpreters will be provided by the Council on request, provided notice is given at least five working days before the hearing.

**5. Notification of attendance:**

- 5.1 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.

**6. Procedural matters:**

- 6.1 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.
- 6.2 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.**

**7. Failure of parties to attend the hearing:**

- 7.1 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.

**8. Adjournments and extension of time:**

- 8.1 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:
- Applications for conversion of existing licences where the Sub-Committee must make a determination within 2 months of the application first being received. In default of a decision being made the application will be treated as being granted;
  - Applications for variation of existing licences where the Sub-Committee must make a determination within 2 months of the application first being received. In default of a decision being made the application will be treated as being rejected;
  - Applications for conversion of existing club certificates where the Sub-Committee must make a determination within 2 months of the application being first received. In default of a decision being made the application will be treated as being granted;
  - Applications for variation of existing club certificates where the Sub-Committee must make a determination within 2 months of the application being first received. In default of a decision being made the application will be treated as being rejected;
  - Applications made by holders of justices' licences for personal licences must be determined within 3 months of the application first being

received. In default of a decision not being made within this period the application will be treated as being granted;

- 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.

**9. Sub-Committee's determination of the hearing:**

- 9.1 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.
- 9.2 The Sub-Committee will normally make its determination and announce its decision at the end of the hearing.
- 9.3 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.

**10. Power to exclude people from hearing:**

- 10.1 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.

**11. Recording of proceedings:**

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

**12. Power to vary procedure:**

- 12.1 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.





## Licensing Sub-Committee

Section 1 - Licensing Officer's Report

Appendix 1 - Copy of the application

Appendix 2 - Map of the local area

Appendix 3 - Representations from Interested Parties

Appendix 4 - Representations from Responsible Authorities

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## **Licensing Sub-Committee**

Section 1 - Licensing Officer's report

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## LICENSING SUB-COMMITTEE

## REPORT

15 October 2012

**Subject Heading:**

Premises Licence application for  
131 South Street Romford RM1 1NX

**Report Author and contact details:**

Paul Campbell – Licensing Officer  
01708 432777  
[licensing@havering.gov.uk](mailto:licensing@havering.gov.uk)

**This application for a premises licence is made by Joe Fletcher under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 17<sup>th</sup> August 2012.**

**Geographical description of the area and description of the building**

The premises are an end of terrace property, it has two floors and is proposed to have licensed area on the ground floor and part of the first floor with offices for the venue and others on the first floor.

The premises are situated on the east side of South Street at the junction with Eastern Road. The surrounding premises are shops or businesses some have residential properties above. There are a number of licensed premises in the vicinity.

The premises are situated in the centre of Romford very close to the public transport links, the property is about 40 metres north of the Romford Rail Station.

A map of the area is attached to assist the committee.

The building has historically been a licensed premises with the Justices licence being grandfathered forward to the Licensing Act 2003, the most recent licence was held by the Luminar group until being surrendered on 23<sup>rd</sup> November 2011.

The premises are within the Romford Ring Road and are subject to the Saturation Policy in Havering's Licensing Policy

**Details of the application**

<b>Live Music, Recorded Music, Performance of Dance, Provision of facilities for making music and dancing, Supply of Alcohol.</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Sunday	10:00hrs	02:00hrs

<b>Late Night Refreshment</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Sunday	23:00hrs	02:00hrs

**Seasonal variations & Non-standard timings**

There are non-standard timings in relation to New Years Eve attached to this application.

**Comments and observations on the application**

The applicant acted in accordance with premises licence regulations 25 and 26 relating to the advertising of the application. The required newspaper advertisement was installed in the Romford Recorder on Friday 31<sup>st</sup> August 2012.

**Summary**

There were two valid representations against this application from interested parties.

There were two representations against this application from responsible authorities.

**Details of representations**

Valid representations may only address the following licensing objectives:

- The prevention of crime and disorder
- The prevention of public nuisance
- The protection of children from harm
- Public safety

**Interested persons representations**

The interested persons representations both mention the point that the premises are in the saturation area as well as outline their concerns.

**Responsible Authorities' representations**

The Licensing Authority have outlined their concerns about the application, the Metropolitan Police have been in consultation with the applicant and listed points they wish the sub-committee to consider.

There were no representations from the following responsible authorities:

Public Health

The London Fire and Emergency Planning Authority

The Health & Safety Enforcing Authority

The Trading Standards Service

Planning Control & Enforcement

Children & Families Service

Health Service

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**Havering**  
LONDON BOROUGH

## APPENDIX 1

Copy of Application

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## 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.

I  
**Joe Fletcher**

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

### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description

**131 South Street Romford Essex RM1 1NX**

Post town  
**Romford**

Post code  
**RM1 1NX**

Telephone number at premises (if any)

**07958 190 616**

Non-domestic rateable value of premises

**£109000**

### Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓ yes

- |   |                                     |                             |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals*                | <input checked="" type="checkbox"/> | please complete section (A) |
| b) a person other than an individual*           | <input type="checkbox"/>            |                             |
| i. as a limited company                         | <input type="checkbox"/>            | please complete section (B) |
| ii. as a partnership                            | <input type="checkbox"/>            | Please complete section (B) |
| iii. as an unincorporated association, or       | <input type="checkbox"/>            | please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/>            | 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**  
Fletcher

**First names**  
Joe

I am 18 years old or over

Please tick ✓ yes

**Current postal address if different from premises address**

26 North Street Romford  
Romford  
Essex

**Post Town**

Romford

**Postcode**

RM1 1BH

**Daytime contact telephone number**

07958190616

**E-mail address (optional)**

joec@cespi.co.uk

**SECOND INDIVIDUAL APPLICANT (IF APPLICABLE)**

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

Surname  First names

I am 18 years old or over

Please tick  yes

Current postal address if different from premises address

Post Town  Postcode

Daytime contact telephone number

E-mail address (optional)

**(B) OTHER APPLICANTS**

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

Name
Address
Registered number (where applicable)
Description of applicant (for example partnership, company, unincorporated association etc)
Telephone number (if any)
E-mail address (optional)

### Part 3 Operating Schedule

When do you want the premises licence to start?

Day		Month		Year			
1	1	1	1	2	0	1	2

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

--

Please give a general description of the premises (please read Guidance Note1)

The premises located at 131 South Street, Romford has been functioning as a licensed outlet since the late 1990's then known as "Jumpin' Jaks". When Luminar Leisure fell into financial difficulties, the premises closed in December 2010. The premises was operating as a licensed outlet prior to the saturation policy coming into effect, however the excited license has now lapsed. The premise is falling into a state of repair and is not a good sign of the town when visitors exit the station. As of recent months, the premise has been occupied by squatters with the intention to operate in illegal "ravès" – they have now been evicted.

We have been operating in Romford since March 2010 and have built up a good relationship with the local authorities by implementing policies such as polycarbonates, previously being vice chairman to the business ward panel we brought in minimum drink pricing which has a significant effect on the binge drinking culture.

Reopening the premise formerly known as 131 will create an additional 30 -35 jobs in the local area and will be refitted to a high standard enticing a better class of clientele improving the night life in Romford. We are in talks with local charities and the street pastors to provide a rent free premise on the first floor.

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 **Please**

Please tick ✓ yes

**Provision of regulated entertainment**

- 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 entertainment facilities for:**

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

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

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

**In all cases complete boxes N, O and P**

**A**

<b>Plays</b> Standard days and timings (please read Guidance Note 6)			<b>Will the performance of a play take place indoors or outdoors or both –</b>  please tick [✓] (please read Guidance Note 2).	Indoors		
Day	Start	Finish		Outdoors		
Mon			<b>Please give further details here</b> (please read Guidance Note 3)	Both		
Tue						
Wed				<b>State any seasonal variations for performing plays</b> (please read Guidance Note 4)		
Thur						
Fri				<b>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</b> (please read Guidance Note 5)		
Sat						
Sun						

**B**

<b>Films</b> Standard days and timings (please read Guidance Note 6)			<b>Will the exhibition of films take place indoors or outdoors or both –</b>  please tick [✓] (please read Guidance Note 2).	Indoors		
Day	Start	Finish		Outdoors		
Mon			<b>Please give further details here</b> (please read Guidance Note 3)	Both		
Tue						
Wed				<b>State any seasonal variations for the exhibition of films</b> (please read Guidance Note 4)		
Thur						
Fri				<b>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</b> (please read Guidance Note 5)		
Sat						
Sun						



**C**

<b>Indoor sporting events</b> Standard days and timings (please read Guidance Note 6)			Please give further details here (please read Guidance Note 3)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read Guidance Note 4)
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 5)
Fri			
Sat			
Sun			

**D**

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read Guidance Note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓] (please read Guidance Note 2).	
Day	Start	Finish	Indoors	
Mon			Outdoors	
Tue			Both	
Wed			Please give further details here (please read Guidance Note 3)	
Thur			State any seasonal variations for boxing or wrestling entertainment (please read Guidance Note 4)	
Fri			Non standard timings. Where you intend to use the premises for boxing and wrestling entertainment at different times to those listed in the column on the left, please list (please read Guidance Note 5)	
Sat				
Sun				

**E**

<b>Live music</b> Standard days and timings (please read Guidance Note 6)			<b>Will the performance of live music take place indoors or outdoors or both –</b>  please tick [✓] (please read Guidance Note 2).	Indoors	<input checked="" type="checkbox"/>	
Day	Start	Finish		Outdoors	<input type="checkbox"/>	
Mon	10am	2am	<b>Please give further details here</b> (please read Guidance Note 3)	Both	<input type="checkbox"/>	
Tue	10am	2am				
Wed	10am	2am		<b>State any seasonal variations for performing of live music</b> (please read Guidance Note 4)		
Thur	10am	2am				
Fri	10am	2am		<b>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</b> (please read Guidance Note 5)  New Years Eve From closing time New Years Eve to Opening New Years day.		
Sat	10am	2am				
Sun	10am	2am				

**F**

<b>Recorded music</b> Standard days and timings (please read Guidance Note 6)			<b>Will the playing of recorded music take place indoors or outdoors or both –</b>  please tick [✓] (please read Guidance Note 2).	Indoors	<input checked="" type="checkbox"/>	
Day	Start	Finish		Outdoors	<input type="checkbox"/>	
Mon	10am	2am	<b>Please give further details here</b> (please read Guidance Note 3)	Both	<input type="checkbox"/>	
Tue	10am	2am				
Wed	10am	2am		<b>State any seasonal variations for playing recorded music</b> (please read Guidance Note 4)		
Thur	10am	2am				
Fri	10am	2am		<b>Non standard timings. Where you intend to use the premises for the playing recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read Guidance Note 5)  New Years Eve From closing time New Years Eve to Opening New Years day.		
Sat	10am	2am				
Sun	10am	2am				

**G**

Performance of dance Standard days and timings (please read Guidance Note 6)			Will the performance of dance take place indoors or outdoors or both –  please tick [✓] (please read Guidance Note 2).	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	10am	2am	<u>Please give further details here</u> (please read Guidance Note 3)	Both	<input type="checkbox"/>
Tue	10am	2am			
Wed	10am	2am	<u>State any seasonal variations for performing of dance</u> (please read Guidance Note 4)		
Thur	10am	2am			
Fri	10am	2am	<u>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</u> (please read Guidance Note 5)  New Years Eve From closing time New Years Eve to Opening New Years day.		
Sat	10am	2am			
Sun	10am	2am			

**H**

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read Guidance Note 6)			Please give a description of the type of the entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both  please tick [✓] (please read Guidance Note 2).	Indoors	<input checked="" type="checkbox"/>
Mon				<u>Please give further details here</u> (please read Guidance Note 3)	Outdoors
Tue			Both		<input type="checkbox"/>
Wed			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read Guidance Note 4)		
Thur					
Fri			<u>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</u> (please read Guidance Note 5)		
Sat					
Sun					

<b>Provision of facilities for making music</b> Standard days and timings (please read Guidance Note 6)			<b>Please give a description of the type of the entertainment you will be providing</b>		
Day	Start	Finish	<b>Will the facilities for making music be indoors or outdoors or both</b> please tick [✓] (please read Guidance Note 2)	Indoors	<input checked="" type="checkbox"/>
Mon	10am	2am		Outdoors	<input type="checkbox"/>
Tue	10am	2am	<b>Please give further details here</b> (please read Guidance Note 3)		
Wed	10am	2am			
Thur	10am	2am	<b>State any seasonal variations for the provision of facilities for making music</b> (please read Guidance Note 4)		
Fri	10am	2am			
Sat	10am	2am	<b>Non standard timings. Where you intend to use the premises for provision of facilities for making music entertainment at different times to those listed in the column on the left, please list</b> (please read Guidance Note 5)		
Sun	10am	2am	New Years Eve From closing time New Years Eve to Opening New Years day.		

<b>Provision of facilities for dancing</b> Standard days and timings (please read Guidance Note 6)			<b>Will the facilities for dancing be indoors or outdoors or both –</b> please tick [✓] (please read Guidance Note 2).	
Day	Start	Finish	Indoors	<input checked="" type="checkbox"/>
Mon	10am	2am	Outdoors	<input type="checkbox"/>
Tue	10am	2am	Both	<input type="checkbox"/>
Wed	10am	2am	<b>State any seasonal variations for providing dancing facilities</b> (please read Guidance Note 4)	
Thur	10am	2am		
Fri	10am	2am	<b>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</b> (please read Guidance Note 5)	
Sat	10am	2am	New Years Eve From closing time New Years Eve to Opening New Years day.	
Sun	10am	2am		

**K**

<b>Provision of facilities for entertainment of a similar description to that falling within (j) or (k)</b> Standard days and timings (please read Guidance Note 6)			<b>Please give a description of the type of the entertainment you will be providing</b>		
Day	Start	Finish	<b>Will the facilities for making music be indoors or outdoors or both</b> please tick [✓] (please read Guidance Note 2).	Indoors	
Mon				Outdoors	
				Both	
Tue			<b>Please give further details here</b> (please read Guidance Note 3)		
Wed					
Thur			<b>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within (j) or (K)</b> (please read Guidance Note 4)		
Fri					
Sat			<b>Non standard timings. Where you intend to use the premises for provision of facilities for making music entertainment at different times to those listed in the column on the left, please list</b> (please read Guidance Note 5)		
Sun					

**L**

<b>Late night refreshment</b> Standard days and timings (please read Guidance Note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both -</b> please tick [✓] (please read Guidance Note 2).		Indoors	✓
Day	Start	Finish		Outdoors		
Mon	10am	2am		Both		
Tue	10am	2am	<b>Please give further details here</b> (please read Guidance Note 8)			
Wed	10am	2am	<b>State any seasonal variations for the provision of late night refreshments</b> (please read Guidance Note 4)			
Thur	10am	2am				
Fri	10am	2am	<b>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</b> (please read Guidance Note 5)			
Sat	10am	2am				
Sun	10am	2am	New Years Eve From closing time New Years Eve to Opening New Years day.			

**M**

Supply of alcohol Standard days and timings (please read Guidance Note 6)			Will the supply of alcohol be for consumption  please tick [✓] (please read Guidance Note 7).	On the premises	
Day	Start	Finish		Off the premises	
Mon	10am	2am		Both	x
Tue	10am	2am		<u>Please give further details here</u> (please read Guidance Note 4)	
Wed	10am	2am		<u>State any seasonal variations on the supply of alcohol</u> (please read Guidance Note 4)	
Thur	10am	2am			
Fri	10am	2am		<u>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</u> (please read Guidance Note 5)	
Sat	10am	2am			
Sun	10am	2am		New Years Eve From closing time New Years Eve to Opening New Years day.	

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

**Name**                 John Boardman

**Address**             18 Salisbury Avenue  
Broadstairs Kent

**Postcode**            CT10 2DU

**Personal Licence number (if known)**   LN/200500748

**Issuing licensing authority (if known)**   Thanet District Council

**N**

**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

**O**

<b>Hours premises are open to the public</b> Standard days and timings (please read Guidance Note 6)			State any seasonal variation (please read Guidance Note 4))
Day	Start	Finish	
Mon	10am	2:30am	<u>Non standard timings. Where you intend to use the premises to open to the public at deferent times from those listed in the column on the left, please list</u> (please read Guidance Note 5)
Tue	10am	2:30am	
Wed	10am	2:30am	
Thur	10am	2:30am	
Fri	10am	2:30am	
Sat	10am	2:30am	
Sun	10am	2:30am	

**P**

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)

Challenge 25  
 Member of the local pub watch scheme (Safe and Sound)  
 No binge drinking promotions will take place  
 Any person that appears to be drunk / aggressive will be refused entry  
 Notices to be placed in prominent positions to ask patrons to leave quietly (Disbursement Policy)  
 Suitable evacuation plan in case of an emergency Free drinking water will be available at all times

**b) The prevention of crime and disorder**

We will liaise with local authorities to install a CCTV system to their requirement  
 No binge drinking promotions will take place  
 Any person that appears to be drunk / aggressive will be refused entry  
 No bottles or glasses will be taken off the premises  
 Poly-carbonates or Similar glasses will be in use from 7pm  
 Registration with crime prevention initiatives

Log books will be kept for recording incidents by both management and door staff  
The venue will adopt a zero tolerance for drugs  
Measures to raise staff awareness for drug and alcohol abuse  
The recruiting of Security Industry Authority (SIA) licensed door supervision staff

### **c) Public safety**

Designated premises supervisor and staff understand the obligations under the existing Health & Safety legislation and take their responsibility seriously. Policies will be in place to meet these obligations

Challenge 25 Staff will be fully aware of the licensing laws

We will fully support any directives sought from the authorities  
Prompt clearing of empty glasses during opening times

Maintenance of full risk assessments appropriate for proposed premises operation Regular electrical and gas safety checks where relevant by a competent person emergency lighting test report, firefighting equipment, flame retardant properties material

Any hazardous objects / waste are to be removed swiftly Staff training records, certified

Premises log book - recording fire alarm, emergency lighting, staff fire drills and fire extinguisher tests, public liability insurance

### **d) The prevention of public nuisance**

All customers will be reminded of consideration to the public and noise levels when entering and leaving the premises  
No bottles or glassware shall be taken off the premises

Notices to be placed in prominent positions to ask patrons to leave quietly (Disbursement Policy)

Steps have been taken to ensure taxis and private hire vehicles serving the premises to enable disbursement policy

**First Aid Equipment on site and where possible first aid trained person on duty**

### **e) The protection of children from harm**

Training of staff to ensure compliance with the law in relation of consumption of alcohol for persons under the age of 18,  
Prevention of adults buying alcohol for people under the age of 18 Proof of age will be required if the person appears to be underage (Challenge 25) No bottles or glassware shall be taken off the premises

## **CHECKLIST**

Please tick ✓/yes

- I have made or enclosed payment of the fee



- I have enclosed the plan of the premises





- I have you 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

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**Part 5 – Signatures** (please read Guidance Note 10)

**Signature of applicant or applicant’s solicitor or other duly authorised agent.** (See Guidance Note 11) **If signing on behalf of the applicant please state in what capacity.**

Signature ..... *[Handwritten Signature]* ..... Date ..... *16/8/2012* .....

Capacity ..... *Manager* .....



## Consent of individual to being specified as premises supervisor

I            John Boardman

Of

**18 Salisbury Avenue**  
Broadstairs  
Kent  
CT10 2DU

.....  
[Home address of prospective premises supervisor]

Hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

.....  
[type of application]

by

Joe Fletcher

relating to a premises licence .....  
[number of existing licence, if any]

for

131 South Street Romford Essex RM1 1NH  
[name and address of premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by

**Joe Fletcher**

concerning the supply of alcohol at

**131 South Street Romford Essex RM1 1NH**

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

**LN/200500748**

.....  
[insert personal licence number, if any]

Personal licence issuing authority

**Thanet District Council**

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed



Name **John Boardman**  
[please print]

Date 16 August 2012

**All correspondence to be sent to :**

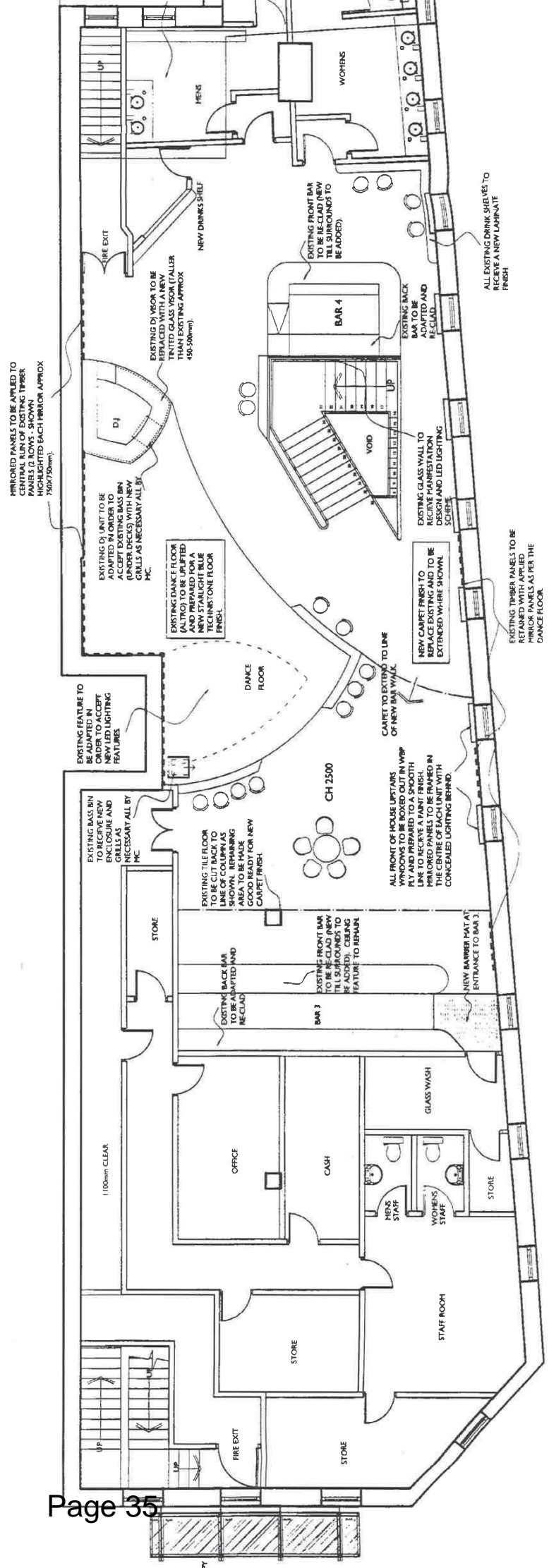
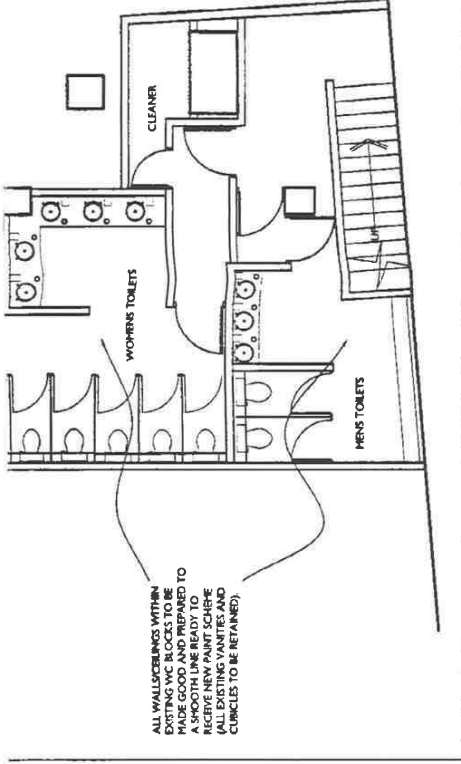
The Licensing Section  
Housing & Public Protection  
London Borough of Havering  
Mercury House, Mercury Gardens  
Romford, Essex RM1 3SL



ALL DOORS AT GROUND AND FIRST FLOOR ARE TO BE RETAINED, HOWEVER, MC IS TO ALLOW FOR REMOVING ALL PLANT-ON MOULDINGS (FRONT-OF-HOUSE) AND PREPARING DOORS TO A SMOOTH LINE FOR A NEW PAINT FINISH.

ALL DRINKS POSEURS ARE TO BE DISPOSED.

ALL EXISTING PICTURES AND PICTURE LIGHTS ARE TO BE REMOVED AND ALL EXISTING WALLS/CeilINGS ARE TO BE MADE GOOD TO A SMOOTH LINE READY TO ACCEPT NEW PAINT SCHEME.



FIRST FLOOR PLAN - SCALE 1:100

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person to be granted a certificate should write to the Court Manager at Romford County Court, 2a Oaklands Avenue, Romford RM1 4DP before 2 October 2012.

**INSOLVENCY ACT 1986**

**IN BANKRUPTCY**  
**ROMFORD COUNTY COURT**

**No. 149 OF 2006 RE: CONRAD LOURDE WEAVER**

D.O.B.: 16 August 1949

I intend to pay within four months from 25 September 2012 (being the last day for proving) the first and final dividend of 1.6 p/£.

Creditors who have not yet proved their debts must do so by 25 September 2012 (being last day of proving) otherwise they will be excluded from the dividend. The required proof of debt form is available on the Insolvency Service website (www.bis.gov.uk/insolvency, select "Forms" and then form 6.37). Alternatively, you can contact my office at 2nd Floor, Sunley House, Bedford Park, CROYDON, CR9 1TX telephone 020 8681 5166 to supply a form.

**No. 267 OF 2006 RE: RICHARD COLEMAN**

D.O.B.: 12 June 1965

I intend to pay within four months from 26 September 2012 (being the last day for proving) the first and final dividend of 3 p/£.

Creditors who have not yet proved their debts must do so by 26 September 2012 otherwise they will be excluded from the dividend. The required proof of debt form is available on the Insolvency Service website (www.bis.gov.uk/insolvency, select "Forms" and then form 6.37). Alternatively, you can contact my office at 2nd Floor, Sunley House, Bedford

this application can be made to: Licensing Team Housing & Public Protection London Borough of Havering, Mercury House Mercury Gardens Romford Website: www.havering.gov.uk Such representation must be received in writing by: 21 September 2012 clearly stating the grounds upon which the representation is made in relation to the four objectives of the Licensing Act 2003. It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine for which a person is liable on summary conviction for the offence is £5,000.00.

**NOTICE OF APPLICATION FOR A PREMISES LICENCE UNDER SECTION 17 OF THE LICENSING ACT 2003**

**APPLICANT:** Joe Fletcher  
**PREMISES:** 131 South Street Romford Essex  
**Date:** 17-08-2012

The proposed licensable activity is: The sale of alcohol from: 10:00hrs to 02:00 Hrs Monday-Sunday; Playing of live music from 10:00Hrs - 02:00Hrs Monday-Sunday; The provision of late night refreshment 10:00Hrs to 02:00Hrs Monday-Sunday; Playing of recorded music from 10:00Hrs - 02:00Hrs Monday-Sunday; Dancing from 10:00Hrs - 02:00Hrs Monday-Sunday.

Full details of the application can be inspected at the address noted below during normal business hours.

Any representations by an interested party or responsible authority regarding this application can be made to: Licensing Team, Housing & Public Protection, London Borough of Havering, Mercury House, Mercury Gardens, Romford RM1 3SL. Website: www.havering.gov.uk

Such representation must be received in writing by: 14/09/2012, clearly stating the grounds upon which the representation is made in relation to the four objectives of the Licensing Act 2003.

It is an offence to knowingly or recklessly make a false statement in connection with an application.

The maximum fine for which a person is liable on summary conviction for the offence is £5,000.00.

**LAWRENCE LOUISA LLOYD**  
**(Deceased)**

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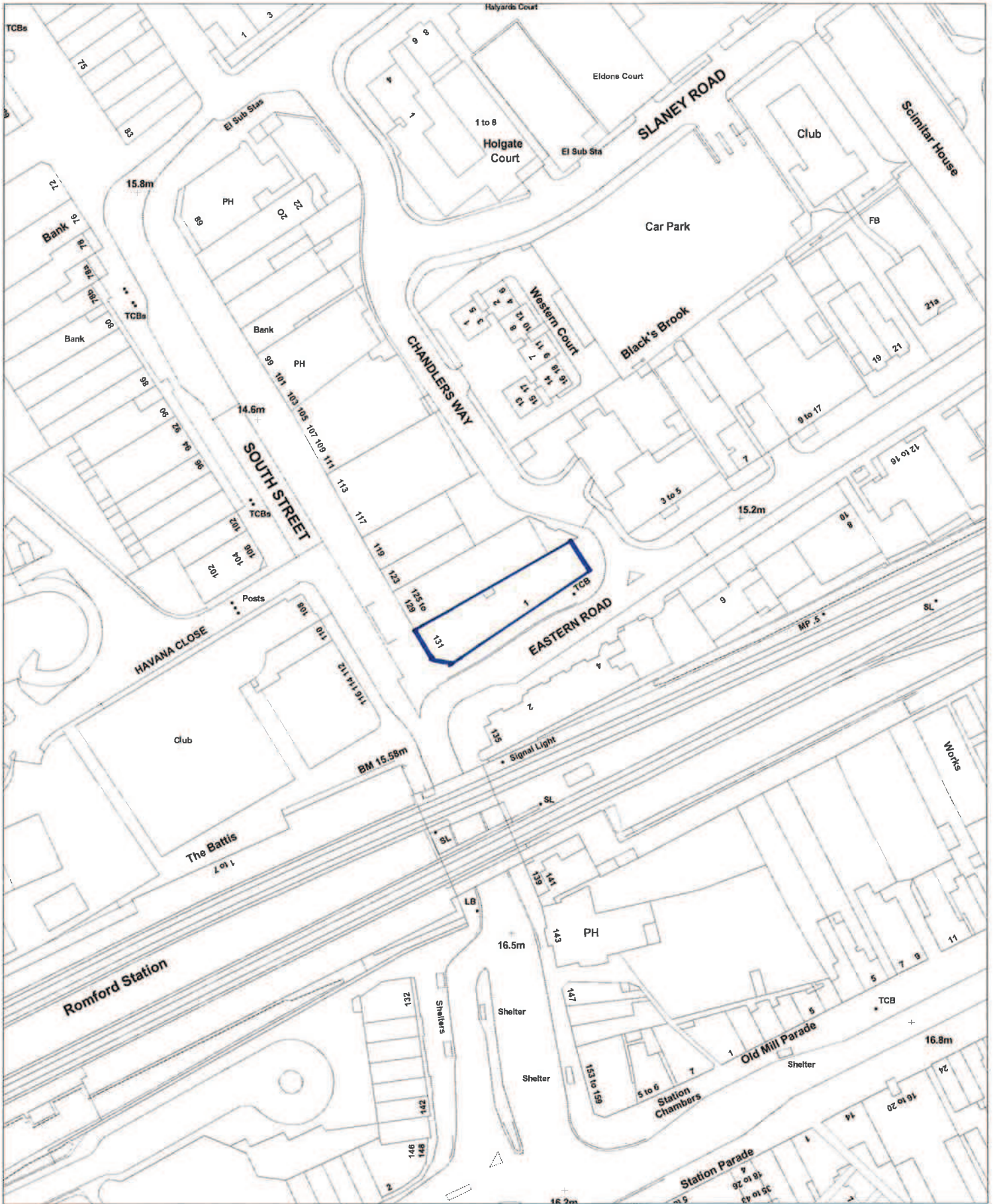




**Havering**  
LONDON BOROUGH

Map of the area

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**131 South Street Romford**

Map Reference: TQ5188NW



**nlp**  
The National  
Land & Property Gazetteer

**NSG**  
NATIONAL  
STREET  
GAZETTEER

**OS** Ordnance  
Survey  
Licensed Partner

Scale @ A4 1:1250  
Date: 13/09/2012

Scale  
0 10 20 30 40 50 m

**Havering**  
LONDON BOROUGH

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

Page 41

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To see all the details that are visible on the screen, use the Print link next to the map.





**Havering**  
LONDON BOROUGH

Interested Parties (Valid objections)

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**From:** Paul Campbell  
**Sent:** 13 September 2012 14:57  
**To:** Paul Campbell  
**Subject:** FW: 11988 re 131 at 131 South Street

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**From:** Licensing  
**Sent:** 13 September 2012 14:55  
**To:** Paul Campbell  
**Subject:** FW: 11988 re 131 at 131 South Street

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**From:** Councillor Frederick Thompson  
**Sent:** 13 September 2012 13:41  
**To:** Licensing  
**Subject:** 11988 re 131 at 131 South Street

Dear Licensing Officers,

With regard to 131 South Street and its application to sell alcohol from 1000 hours to 0200 hours every day but remain open for finishing of drinks to 0230 hours there are seven public houses, two nightclubs and a number of off licences in the close vicinity as well as late night takeaways including Wacky Bagels opposite and as such it will not be bringing anything new to Romford nor be able to qualify as anything exceptional to justify a license being granted under Havering's Alcohol Saturation Zone Policy.

By adding to the probable number of people in the town centre it adds to the burden the police have in preventing crime and disorder, especially at weekends. Transport for London still diverts buses away from 2130 from the Western Road and South Street parts of their routes due to the risks associated with the concentrations of revellers at night.

As public transport is severely limited by the time the premises proposes closing it will add to public nuisance as the clients, now intoxicated and having been exposed to loud music, are unlikely to disperse quietly. As ward councillor I used to get frequent complaints about the dispersal of people on foot in the early hours of the morning, who not only created much noise but urinated or worse, defecated in shop doorways and in people's front gardens. I do not get them so much now as unfortunately occupiers have got resigned to it being uncontrolled but that does not mean nothing should be done to control the negative experience of additional drinkers dispersing on the street.

Although not obvious this addition to late dispersal numbers can easily impact in the lessening of the protection of children from harm as the added anti-social behaviour such as noisy dispersal impacts on the many households close to the town centre who despite living in flats or small houses frequently have children whose schooling will suffer from disturbed sleep.

In conclusion I believe that it is not in the best interests of the area for this license to be granted.

Regards,

Cllr. Frederick Thompson





GT Licensing Consultants,  
21B McIntosh Road,  
Romford,  
Essex.  
RM1 4JU  
Tel 07810 826778  
em: gtlicensingconsultants@googlemail.com  
5/9/12

The Licensing Team  
London Borough of Havering.

Dear Sir / Madam,

**131 South Street, Romford.**

I wish to object to the application for a new Premises Licence in respect of 131 South Street, Romford.

I am writing as a resident of Romford, a frequent user of the station, a frequent visitor to Romford Town Centre and a person who conducts business within the Town Centre.

I object under all four of the Licensing Objectives and due to the fact that the premises is located within the Romford Town Centre Special Policy Area.

Firstly I would state that having personally checked the display of the blue notice last Friday 31<sup>st</sup> August and having reported the matter to Mr Campbell Licensing Officer that the blue notice was displayed on the Eastern Road side of the premise. This appears to have been done by the applicant so that the majority of passers who go along South Street could not see it, perhaps because the applicant wished to reduce the number of representations against his application.

I checked again today 5<sup>th</sup> September and the notice is still in the same position and quite clearly the Licensing Authority / applicant has done nothing to remedy the situation to enable the public to be aware of the application. This is not a small off licence but a large premise that could have a major and adverse effect on the Town Centre.

Secondly the application is not displayed on the Council's website and the Authority is in breach of the statutory regulation which states clearly that the Council must display all applications on its website.

The application has not been displayed so I can not say if he has addressed the Licensing Objectives or proposed steps to promote them.

The premise is near Liquid and Envy, is adjacent to the marshalled taxi rank and opposite Romford Station. There are seven public houses, two nightclubs and a number of off licences and late night takeaways including Wacky Bagels opposite and neither the venue or its operation presumably as a bar bring anything new to Romford nor qualify as exceptional to justify the Sub Committee granting this application or again setting aside the cumulative impact policy.

It will undermine the efforts of the Metropolitan Police and Havering Council to control the number of intoxicated people already in the area especially at weekends. With Wacky Bagels open to 05.00 at weekends and the nearby Burger van they will have an excuse to hang around while heavily intoxicated.

It will lead to increased noise nuisance and anti social behaviour from yet another premises selling alcohol and playing loud music which will act as a further magnet drawing people in to the Town Centre to get drunk. It will lead to a further increase in violent incidents, serious assaults, criminal damage, robberies, urinating in the street and other anti social behaviour.

The location itself is in the area that we have heard repeatedly from the Police and latterly the Licensing Officers is the crime hotspot of Romford, ie the area of South Street between the Station and Western Road and quite frankly the hours requested are excessive.

I strongly support any representation made by Police, Licensing and the Councillors and the efforts made by Police to make Romford both safe and family friendly, to maintain the Special Policy area and reduce violent crime and anti social behaviour.

The location by the taxi rank will I consider lead to a risk of clashes with people heading to the taxi rank and undermine the efforts of the taxi marshalls. It could also lead to clashes between people passing by between the pubs and Liquid and Envy and the taxi rank. This in itself will add to the appallingly high level of violence in Romford which the MPS and its Officers strive so hard to control. I ask Members to bear in mind that a previous Commissioner of Police described Romford as the third worst area in the Metropolitan Police District.

The applicant may try to argue that the site used to be a nightclub as it was but that Licence was surrendered as I understand some considerable time ago. As the site has been closed for some years now and other premises have opened or extended their hours that argument can not be made or justified as it is not simply a replacement. It is an extra premises which will adversely impact on cumulative impact and undermine the Licensing Objectives. Romford Town Centre quite simply does not need another late opening alcohol selling premises of any kind be it manifested it as a pub, wine bar or nightclub.

I urge the Licensing Sub Committee to reject the application in its entirety for the reasons given. This is not a case I would be prepared to consider mediation for as it is totally inappropriate in a Special Policy Area and I would ask the Panel to reject it.

Yours faithfully,

Graham Hopkins



**Havering**  
LONDON BOROUGH

APPENDIX '4'

Representations from  
Responsible Authorities

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Working together for a safer London

**Licensing Authority  
London borough of Havering  
Mercury House, Mercury Gardens  
Romford  
RM1 3SL**

PC 118 KD David Fern

Romford Police Station  
19 Main Road  
Romford,  
Essex  
RM1 3BJ

Telephone: 01708 432781

Email:  
David-  
anthony.fern@met.police.uk  
Date: 12th September 2012

Police wish to make representation against the application for 131 South Street, Romford, RM1.

The applicant has failed to address the licensing objectives Prevention of public nuisance due to a building restriction and the hours being outside of the restriction.

Police have been in consultation with the applicant and would like to inform the committee that building is subject to building control restrictions. There are several conditions which related to the time the premises can remain open until. The grant of any licence must be accordance with the building restriction thus preventing public nuisance. The building is not permitted to be open and therefore licensed until 0200 hours daily.

The old premises licence which also had restrictions did hold temporary extensions until 0100 and 0130 hours, with an additional closing time of 0200 on not more than twenty occasions per year. This information may well be out of date now and require that the applicant applies for a new temporary extension to the building control.

Police would like to suggest to the committee that if the premises were to be granted such a licence the times on the licence requested 0200 hours would only be valid if such building control allowed.

Police did consult with the applicant and believed that the agreed conditions below would suffice an exceptional application. The applicant agreed to the police conditions below which the police believe will ensure the premises are achieving the licensing objectives.

### **CCTV**

The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of a Metropolitan Police Crime Prevention Officer. All entry and exit points will be covered enabling frontal identification of ever person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 31 day period.

To obtain a clear head and shoulders image of every person entering the premises on the CCTV system, persons entering the premises should be asked to remove headwear, unless worn as part of religious observance.

A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premise is open to the public. This staff member must be able to show a Police or authorised council officer recent data or footage with the absolute minimum of delay when requested.

The installation or upgrading of any CCTV system shall comply with current best practice. In addition the documentation listed below shall be included in a 'System File' which should be readily available for inspection by the relevant authority; Site plan showing position of cameras and their field of view. Code of Practice. Performance specification e.g. storage capacity, image file size, IPS for each camera and purpose of each camera position Operational requirement. Incident log. Maintenance records including weekly visual checks.

### **CONTROL ENTRY & EXIT**

The premises shall use polycarbonate drinking vessels from 1900 hours daily and all bottles will be plastic or decanted into polycarbonate/plastic vessels at the point of sale.

All windows and external doors shall be kept closed after (21:00) hours, except for the immediate access and egress of persons.

No patrons shall be admitted or re-admitted to the premises after (0100).

No person shall be allowed to leave the premises whilst in the possession of any glass drinking vessel or open glass bottle, whether empty or containing any beverage at any time.

The premises Main entry/exit door shall be of a lobbied design.

There shall be no sales of alcohol for consumption off the premises.

The premises will have a smoking policy approved by Haverings Police and no amendment shall be made without the prior consent of the police. A copy of the policy shall remain on the premises and will be made available for inspection by any relevant authority requesting it.

Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall be limited. The exact numbers can be found in the smoking policy. No persons at any time and shall be permitted to take drinks or glass containers, drinking vessels with them after 1900 hours into the smoking area.

The licence holder shall ensure that any queue to enter the premises which forms outside the premises is orderly and supervised by door staff so as to ensure that there is no public nuisance or obstruction to the public highway. A written queue management policy shall be held at the premises and a copy made available when requested by a relevant authority.

There shall be no payment made by or on behalf of the licence holder to any person for bringing customers to the premises.

All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high visibility jackets or vests.

A proof of age scheme, Challenge 25, shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence or passport.

SIA door shall be employed at the premises when open for licensable activity unless a risk assessment is completed. SIA door staff must be employed on the request of the police.

### **LOGS**

A Premises log book shall be kept at the premises, and made available on request to an authorised officer of the Council or the Police, The log will record the following:

- (A) All crimes reported to the venue
- (B) Any complaints received
- (C) Any faults in the CCTV system or searching equipment or scanning equipment
- (D) Any visit by a relevant authority or emergency service.
- (E) The person in charge of the premises that day.

An SIA incident book shall be at the premises this will record, All Door Supervisors on duty, their full name and SIA number. This will be completed at the commencement of work. This book will show times commenced and concluded of their duty at the venue.

The incident book shall also document, any incident at the venue, this will then be countersigned by the head door supervisor and duty manager at the time.

- (1) All ejections of patrons
- (2) Any incidents of disorder
- (3) All seizures of drugs or offensive weapons shall be stored in the premises safe.
- (4) Patrons who have been refused entry.
- (5) Any other incident that the door supervisor feels is relevant.

An SIA registry this shall be kept at the premises, this will include the full details of each SIA member employed at the premises. This shall record their full name, home address and contact telephone number, the Door Supervisor's SIA registration number. If the Door Supervisor was supplied by an agency, details of that agency will also be recorded including the name of the agency, the registered business address and a contact telephone number. This registry shall remain at the premises and be made available for inspection by any relevant authority requesting it.

A log shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer of the Council at all times whilst the premises is open.

### **Training and polices**

All staff shall be suitably trained for their job function for the premise. The training shall be written into a programme, ongoing and under constant review, copies of training records must be available to a relevant Responsible Authority when called upon. Refresher training must be at not less than 6 monthly intervals for all staff.

All staff shall be trained in dealing with persons who are incapacitated through the use of drugs or the combined effect of drugs and alcohol.

The Licence Holder shall implement a written Children's Policy which must be approved in writing with the Police or Havering's Children and Young Persons services. It should include. 'Where the sale of alcohol is a licensed activity no persons under 18 shall be admitted to, or allowed to remain on the premises between 19:00hrs and 06:00hrs', unless specifically covered

in the Children's Policy. A copy of the children's policy must be kept at the premises and made available to any relevant authority requesting it.

The Licence Holder shall implement a written Drugs Policy. This shall detail the strategies to minimise the use and supply of illegal drugs within the premises. The Drugs Policy shall include a structured training programme covering the issues relevant to the misuse of drugs in relation to licensed premises, which will be delivered to all staff. This Policy shall be implemented once approved in writing by Havering Police. A copy shall remain at the premises and be made available to any relevant authority requesting it.

Prominent clear notices shall be displayed at the point of entry to the premises and in a suitable location at any points of sale, advising customers that they may be asked to produce evidence of their age.

The Licence Holder shall sign up to the Safe and Sound approved charter and attend the relevant meetings.

The licence holder will operator a ID SCAN or CLUB SCAN system at the point of entry, this will be Mandatory on Thursday , Friday, Saturday nights from 1900 hours and all Sundays preceding a bank holiday Monday. The licence holder should risk asses all other nights and consider its use.

A dispersal policy shall be place and approved by Haverings police. Any amendment made to the policy must be approved by the police. This policy must be made available to any relevant authority when requested. A copy of the policy shall remain at the premises at all times.

The police licensing officer will continue to work with the applicant in an effort to develop the business and the community.

If I can be of any further assistance in this matter please do not hesitate to contact me in the licensing office.

Yours sincerely

David Fern  
Police licensing Officer  
Havering Borough.





**Havering**  
LONDON BOROUGH

**Public Protection**  
Housing & Public Protection  
London Borough of Havering  
Mercury House, Mercury Gardens  
Romford RM1 3SL

The Appropriate Licensing Officer  
Licensing Authority  
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Date: 11<sup>th</sup> September 2012

My Reference: PJJ/011988

Dear Sir

**Licensing Act 2003**  
**131 South Street Romford RM1 1NX**  
**Premises licence application**

As a responsible authority within the definitions of s.13(4) of the Licensing Act 2003 ('the Act') this Licensing Authority makes representation against the application for a premises licence at the premises detailed above.

131 South Street Romford is located within the ring road in Havering's Romford Town ward. This area is subject to a saturation policy with regard to the concentration of licensed premises in the ward. This area has been identified as being under stress due to the cumulative impact of the concentration of licensed premises which has led to serious problems of disorder and/or public nuisance affecting residents, visitors and other businesses. The evidence for this is set out in Appendix 7 of Havering's Licensing Policy. In light of this evidence Havering's Licensing Authority makes representation against this application based upon the prevention of crime and disorder and the prevention of public nuisance.

Paragraph 13.19 of the guidance issued under s.182 of the Act defines 'cumulative impact' as *the potential impact on the promotion of the licensing objectives of a significant number of licensed premises in one area.*

Havering's licensing policy 018 states:

*It is the LLA's policy to refuse applications in Romford within the ring road for pubs and bars, late night refreshment premises offering hot food and drink to take away, off licences and premises offering facilities for music and dancing other than applications to vary hours with regard to licensing policy 012.*

This Licensing Authority believes that this premises is included in the ambit of policy 018 and therefore it is appropriate to refuse this application. Paragraphs 4.17 to 4.20 of Havering's licensing policy address the considerations to be given to such an application and seek to clarify what may be considered an exception to the policy. This licensing authority contends that this application is not exceptional in line with these paragraphs. In particular paragraph 4.20 of Havering's Licensing Policy might appear to directly address whether this application may be defined as exceptional and therefore liable to be granted. Paragraph 4.20 includes the following statement:

*...a case is most unlikely to be considered exceptional unless it is directed at the underlying reason for having the policy. Exceptions to the Stress Area policies to refuse certain types of applications must be for genuinely exceptional reasons.*

Havering's licensing policy 012 states:

*The LLA is committed to protecting the amenity of residents and businesses in the vicinity of licensed premises. Applications for hours set out below in this policy will generally be granted subject to not being contrary to other policies in the statement of licensing policy. Applications for hours outside the hours listed will be considered on their merits.*

*Regulated activities will normally be permitted:*

- *until 11.30 pm in residential areas*
- *until 00.30 am in mixed use areas*
- *No limits in leisure areas.*

The area in which 131 South Street is located is a mixed use area as it contains residential as well as commercial premises within its perimeter. As such, licensing policy 012 would indicate that the terminal hour for licensable activities at this premises should be restricted 00:30 which is considerably earlier than the application seeks. To clarify, this application seeks permission to provide licensable activity until 02:00 for 365 days of the year.

While there are a number of licensed premises in this saturation zone with terminal hours past 00:30 these longer hours were granted prior to the installation of Havering's 2011 Statement of Licensing Policy and thus should not reasonably be used as a precedent to justify further late licences. Indeed, one can argue that it is the very existence of these late licences in this ward which has contributed to the problems stemming from the cumulative impact of licensed premises here.

Havering's licensing policy 014 states:

*Where relevant representations are received from responsible authorities and/or interested parties, the LLA may seek to restrict the operational hours of premises where this is necessary to promote the licensing objectives. The LLA may impose further limitations in hours upon review of the licence, particularly where the premises is shown to be the focus or cause of nuisance or anti-social behaviour.*

Further to this Licensing Authority's position in relation to the cumulative impact policy in the area we would also like to draw the Licensing Sub-Committee's attention to a number of areas of concern we have with the application itself. Section P of the application is the section in which the applicant describes the steps he intends to take to promote the licensing objectives should the application be granted.

Section P(a) contains four undertakings which are already covered by the Act's mandatory requirements. This might suggest that the applicant is not effectively offering measures here above and beyond those which are already required elements.

Section P(b) indicates that poly-carbonate or similar glasses will be *in use* from 7pm. This is less than definitive as it does not indicate if poly-carbonate glasses will be *exclusively* used after 7pm. Additionally, the application makes no reference to the issue of alcohol being supplied in bottles. For example, is it the applicant's intention to decant bottled beer into poly-carbonate glasses prior to the alcohol's supply to patrons? Will non-glassware bottles be used? Or is the intention simply to supply bottled beer in its original glass bottle?

Similarly, the following undertaking appears vague: *The recruiting of SIA licensed door supervision staff*. This does not indicate if door staff will be employed during certain hours only nor how many will be employed. There is also no reference made to how such staff may be identified, e.g. by wearing hi-visibility jackets/vests, neither is reference made to a policy in relation to the searching of patrons by door staff.

Section P(c) makes no reference to any suggested limit upon the maximum number of patrons permitted in the premises at any one time. Additionally, the general description of the premises provided on page 4 of the application indicates that the applicant is *in talks with local charities and the street pastors to provide a rent free premises on the first floor*. The premises plans included with the application indicate that both the ground and first floors of the premises are to be included in the ambit of the licence. It appears unclear whether or not the first floor of the premises is intended to be wholly or partially used for the provision of licensable activity.

Section P(d) makes no reference to any noise leakage measures the premises intends to adopt. There is also no reference made to any queue management policy or dispersal policy to be imposed to deal with patrons before they enter the premises and once they leave. Given that this application appears to define the premises as a nightclub venue one might reasonably expect such measures to have been identified by the applicant.

Finally, the application makes no reference to how the needs of patrons who wish to smoke cigarettes will be met. It appears that the public highway immediately abuts the premises' exterior and so the applicant would seem to have no right to restrict the use of a section of the public highway exclusively for patrons of this premises who wish to smoke. We would suggest that the effect of this will be that the premises' patrons who step outside to smoke a cigarette will by necessity have to do so on the public highway and thus not be under the influence of the premises' door staff.

In summary, we would request that the Licensing Sub-Committee gives consideration to whether this application addresses the underlying reasons for having the saturation policy. Will the existence of a premises licence at this venue add to the *potential impact on the promotion of the licensing objectives* (paragraph 13.19, s.182 guidance) in this area? Effectively, is this application genuinely exceptional in line with Havering's Licensing Policy paragraph 4.20?

Yours faithfully



Paul Jones  
Licensing Officer

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