



Premises licence number

001728

Part 1 – Premises details

Postal address of premises

OJ's
64-68 High Street Hornchurch RM12 4UW

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Plays, films, indoor sporting events, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music or performances of dance, provision of facilities for dancing, provision of facilities for making music, provision of facilities for entertainment of a similar description to making music or dancing, late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

OJ's

Plays, films, indoor sporting events, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music or performances of dance, provision of facilities for making music, provision of facilities for dancing, provision of facilities for entertainment of a similar description to making music or dancing, supply of alcohol

Monday to Wednesday – 10:00 to 23:00

Thursday to Saturday – 10:00 to 01:00

Sunday – 12:00 to 01:00

Late night refreshment

Thursday to Sunday – 23:00 to 01:30

All licensable activities listed above may be provided from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day.

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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 responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.**
(2) **In this paragraph, an irresponsible promotion means any one or more of the following: activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children –**
 - (a) **games or other activities which require or encourage, or are designed to require or encourage, individuals to –**
 - (i) **drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or**
 - (ii) **drink as much alcohol as possible (whether within a time limit or otherwise);**
 - (b) **provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);**
 - (c) **provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;**
 - (d) **provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on–**
 - (i) **the outcome of a race, competition or other event or process, or**
 - (ii) **the likelihood of anything occurring or not occurring;**
 - (e) **selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.**

Mandatory conditions – contd.

4. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
5. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
6. The responsible person shall ensure that –
 - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
 - (b) customers are made aware of the availability of these measures.
7. (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.
8. Where a programme includes a film in the 12A, 15 or 18 category no person appearing to be under the age of 12 (and unaccompanied in that case), 15 or 18 as appropriate shall be admitted to any part of the programme; and the licence holder shall display in a conspicuous position a notice in the following terms –
PERSONS UNDER THE AGE OF [INSERT APPROPRIATE AGE] CANNOT BE ADMITTED TO ANY PART OF THE PROGRAMME.
Where films of different categories form part of the same programme, the notice shall refer to the oldest age restriction.
This condition does not apply to members of staff under the relevant age while on duty provided that the prior written consent of the person's parents or legal guardian has first been obtained.
9. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.

Annex 2 – Conditions consistent with the operating schedule

1. Door supervisors shall remain on duty during the extended evening hours including Sundays until the premises is closed. Additional door supervisors shall be employed at the wine bar.
2. Regulated entertainment shall stop an hour before closing time.
3. Fire safety and health and safety risk assessments shall be in place at the premises and reviewed regularly or when an incident occurs that is not covered by the policies.

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

- 4. The premises licence holder shall ensure noise levels are monitored by regular patrols both internally and on the exterior of the premises so not to annoy residents.**
- 5. Signs shall be displayed in the premises and on its frontage instructing patrons to recognise the residential nature of the area and to conduct their behaviour in a courteous manner with a notice clearly visible from outside the premises showing the telephone number where to make complaints.**
- 6. All doors and windows shall be kept closed during the provision of regulated entertainment except to allow entry to and exit from the premises.**
- 7. A CCTV system shall be installed and operated at all times throughout the premises whilst it is open for trading. The images should be of an identification standard, the cameras located in the premises as agreed with the Police. Images retained shall be kept and stored for a minimum of one month and will be made available to Police or other such authorised officers upon formal request in a downloadable format such as CD, DVD or other such removable storage device.**
- 8. Polycarbonate drinkware in the premises named OJ's shall be used from 20:00 to the close of the premises on all Thursdays to Sundays inclusive. Within Oliver's venue polycarbonates will be used at all times during times of permitted licensable activities.**

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

- 1. All staff shall be suitably trained for their job functions for the premises. Training shall be written into a programme ongoing and under constant review and must be made available to a relevant responsible authority when called upon.**
- 2. The premises licence holder shall implement a written children's policy.**
- 3. No person under 18 shall be on the premises during hours of permitted licensable activity unless by residential qualification or attending a pre-booked event and accompanied by a responsible person.**
- 4. All door supervisors shall enter their full details in the premises daily register at the commencement of work. This shall record their full name, home address, contact telephone number, SIA registration number and the time they commenced and concluded working. If the door supervisor was supplied by an agency details of that agency shall also be recorded including name of agency, registered business address and contact telephone number.**
- 5. The premises shall be cleared of customers and closed 30 minutes after the conclusion of the last licensable activity.**
- 6. The premises licence holder shall implement a written crime prevention policy aimed to reduce crime within the premises. The policy shall be approved in writing by Havering Police.**
- 7. The premises licence holder shall implement a written responsible drinking policy to be agreed in writing by Havering Police.**

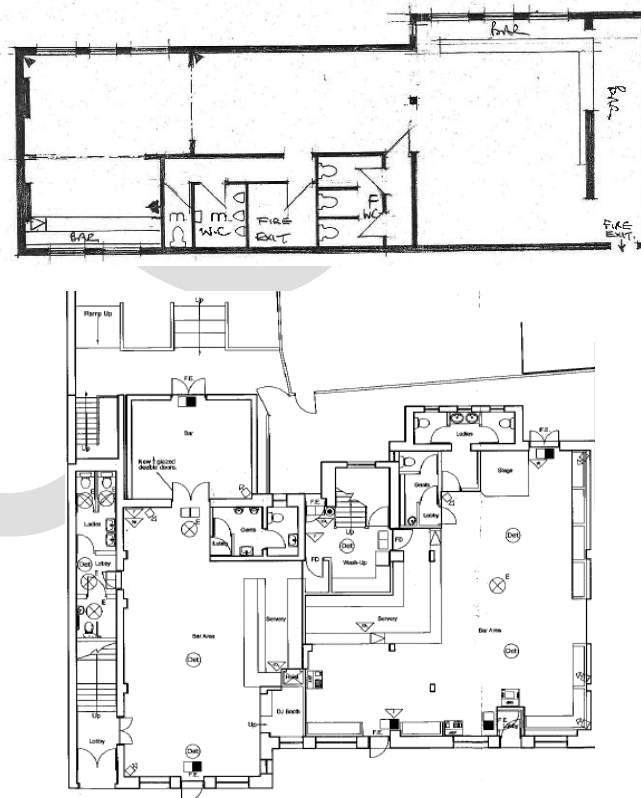
8. All members of staff at the premises shall seek ‘credible photographic proof of age evidence’ from any person who appears to be under the age of 18 years and who is seeking access to the premises or is seeking to purchase or consume alcohol on the premises. Such credible evidence which shall include a photograph of the customer shall include a passport, photographic driving licence or proof of age card carrying a “PASS” logo.
9. 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.
10. Prominent clear notices shall be displayed at every public entrance stating the actual operating hours of the premises.
11. Prominent clear notices shall be displayed at every public entrance stating any restrictions relating to the admission of children to the premises or other admission restrictions.
12. When operating drinks promotions on any day of the week a written policy shall be produced. The policy shall detail the extra measures in place to deal with departing patrons both throughout and at the end of the promotion. It shall include the policy for refusing to serve persons who are drunk. The policy shall be agreed in writing by Havering Police.
13. The premises 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 shall be delivered to all staff. This policy shall be approved in writing by Havering Police.
14. All staff shall be trained in dealing with persons who are incapacitated through the use of drugs and alcohol.
15. In addition to the use of temporary event notices allowed under the Licensing Act 2003 the premises may open on 12 non-standard occasions in line with the Association of Chief Police Officers’ guidelines subject to a minimum of 10 working days’ notice being given to the Licensing Authority and the Police for each occasion. The prior written consent of the Police shall be obtained and the Police shall have absolute right to refuse any occasion. A register shall be kept at the premises in the manner required by the Police and the Licensing Authority and made available for inspection by the Police or an authorised officer of the Licensing Authority and details of each occasion shall be recorded in it including the written consent of the Police.
16. The designated premises supervisor or premises licence holder shall supply an appropriate number of SIA registered door supervisors for the maximum occupancy figure state. There shall be a minimum of one female supervisor included in this figure.
17. A drugs log book shall be at the premises and monitored by the designated premises supervisor. All drugs seized during searches shall be recorded in a book by the appropriate SIA door supervisor. Police shall be notified when a collection is required.
18. Use of the area to the rear and to the front of the premises shall be restricted to 02:00 on Friday and Saturday.

Annex 3 – Conditions attached after a hearing by the Licensing Authority – contd.

19. No alcoholic drinks shall be taken outside the premises either to the front or to the rear after 23:00 on any day.
20. Immediately following the cessation of the sale of alcohol the playing of music is to be wound down with lower tempo music at a decreased volume.
21. In the period between the cessation of the sale of alcohol and the closing of the premises the lighting inside the premises shall be gradually increased.
22. Once all music ceases an announcement shall be made asking all patrons to leave in an orderly manner and to have consideration for local residents.
23. Door staff shall observe leaving patrons and remove all drinking vessels from them.
24. Door staff and management shall ensure that patrons do not cause any disturbance or nuisance within the vicinity of the premises. Any patrons causing a nuisance shall be moved on.
25. Door staff shall remain outside the premises until all patrons have left the vicinity of the premises.
26. The overall capacity for Oliver's shall be 322 persons.

Annex 4 – Premises plans

Full premises plans are held by the Licensing Authority of the London Borough of Havering. The plans reproduced below are not to scale:





Part B

Premises licence summary

Premises licence number

001728

Premises details

Postal address of premises

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64-68 High Street Hornchurch RM12 4UW

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

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Late night refreshment

Thursday to Sunday – 23:00 to 01:30

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The times the licence authorises the carrying out of licensable activities

Oliver's

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Monday to Wednesday – 10:00 to 23:00

Thursday – 10:00 to 01:00

Friday & Saturday – 10:00 to 02:00

Sunday – 12:00 to 01:00

Late night refreshment

Thursday & Sunday – 23:00 to 01:30

Friday & Saturday – 23:00 to 02:00

The opening hours of the premises

OJ's

Monday to Wednesday – 10:00 to 23:30

Thursday to Saturday – 10:00 to 01:30

Sunday – 12:00 to 01:30

Oliver's

Monday to Wednesday – 10:00 to 23:30

Thursday & Sunday – 10:00 to 02:00

Friday & Saturday – 10:00 to 02:30

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

On and off supplies

Name, (registered) address of holder of premises licence

**Aura Create Ltd
1 Royal Terrace Southend on Sea SS1 1EA**

Registered number of holder

03816911

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

Mrs Holli Keogh

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

Restricted

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