

## **APPENDIX A**

### **Section 16 of 18**

#### **LICENSING OBJECTIVES**

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

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

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

As a Licensee, I shall ensure that all times when the premises are for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder. I will ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons. Records will be kept of training and refresher training.

b) The prevention of crime and disorder

Any incidents of a criminal nature that may occur on the premises will be reported to the Police. I will install comprehensive CCTV coverage at the premises and it will be operated and maintained at the premises. The CCTV system will conform to the following points:

1. Cameras will be sited to observe the entrance and exit doors both inside and outside.
2. Cameras on the entrances will capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of identification.
3. Cameras viewing till areas will capture frames not less than 50% of screen.
4. Cameras overlooking floor areas will be wide angled to give an overview of the premises.
5. Cctv will be capable of visually confirming the nature of the crime committed.
6. Provide a linked record of the date, time and place of any image.
7. Provide good quality images –colour during opening times.
8. Operate under existing light levels within and outside the premises.
9. Have the recording device located in a secure area or locked cabinet.
10. Have a monitor to review images and recorded picture quality.
11. Be regularly maintained to ensure continuous quality of image capture retention.
12. Have signage displayed in the customer area to advise that CCTV is in operation.

13. Digital images will be kept for 31 days.

14. Police will have access to images at any reasonable time.

15. The equipment will have a suitable export method, e. g. CD/DVD writer so that the police can make an evidential copy of the data they require. This data will be in the native file format, to ensure that no image quality is lost when making the copy.

c) Public safety

Appropriate fire safety procedures are in place including fire extinguishers (foam, H2O and CO2), fire blanket, numerous smoke detectors. All appliances are inspected annually. All emergency exits shall be kept free from obstruction at all times

d) The prevention of public nuisance

Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours.

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and have regard to our neighbours.

e) The protection of children from harm

Me and my staff will ask persons who appear to be under the age of 25 for photographic ID such as proof of age cards, the Connexions Card and Citizen Card, photographic driving licence or passport, an official identity card issued by HM Forces or by an EU country, bearing the photograph and date of birth of bearer.  
All staff will be trained for UNDERAGE SALES PREVENTION regularly.  
A register of refused sales shall be kept and maintained on the premises.

**From: REDACTED TEXT**

**Sent:** 29 October 2020 15:31

**To:** Sarah Cornell REDACTED TEXT

**Subject:** Licensing Authority representation against the application for a Premises Licence Variation(Ref: 2020/03111/LAPREV

Dear Sarah,

I have received two representation with in my consultation period.

To address the issues, I would like to update my application with these following amendments:

**☐To reduce my 'ON' the premises alcohol sale as a cafe from 11am until 10pm every day.** (Thereby reducing the hours from 3am daily)

**☐'OFF' license element of my application, it will be 'sale of alcohol by retail for the consumption of OFF the premises between the hours of 11:00hrs to 02:00hrs every day, and allow me to do a home delivery service via Deliveroo app.** (Thereby reducing my hours for Friday and Saturday from 04:00hrs and 03:00hrs every other days.)

**☐To the employment of an SIA security doorman between the hours of 23:00hrs to 03:00hrs Friday and Saturday and Bank Holiday weekends.**

If you need clarification on any of the above, please do not hasitate to contact me. I did try to talk to you today, but you were away from your desk, I did leave a voicemail.

Kind Regards

Ali