

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.

The Applicant shall operate their business in a responsible manner and actively promote the Licensing Objectives at all times.

SSA Statement

The Applicant is an experienced operator. The premises operates as a pizza and kebab takeaway serving the local community, including shift workers and late-night customers who rely on home delivery services. The Applicant is asking to vary the Premises Licence to extend the hours for the provision of late night refreshment from the current terminal hour of 01:30 until 04:00 Sunday to Thursday and until 05.00 Friday & Saturday. After 01:30 am daily the premises shall operate strictly on a home delivery-only basis. There shall be no public access to the premises during these hours. No customer collections and no walk-in trade shall be permitted. Orders shall be pre-ordered and prepaid and received via online platforms and telephone only then dispatched directly to customers by delivery drivers. The delivery-only model ensures there shall be no customer congregation, loitering, or associated disturbance outside the premises during the extended hours. The Applicant holds a valid SIA Door Supervisor Licence and shall be available to provide security at the premises if & when required. The Applicant submits that the variation will not give rise to increased noise, anti-social behaviour, or public nuisance within the vicinity, that the Licensing Objectives shall be upheld and that the application can safely be granted.

b) The prevention of crime and disorder

- 1) a) A CCTV system shall be installed at the premises of a standard acceptable to Sussex Police.
 - b) The system shall be maintained in good working order and fully operational covering all internal areas of the premises to which the public have access and also the area immediately outside the premises.
 - c) All entry and exit points shall be covered enabling frontal identification (full head and shoulders images), of every person entering the premises in any light condition to an evidential standard.
 - d) The CCTV system shall have the capability to either download footage onto a disk or memory stick. The footage of the CCTV system shall be made available to the Police or Authorised Officers immediately upon request.
 - e) All staff shall be fully trained in the operation of the CCTV system including the ability to download screenshots and images for Police or Authorised Officers upon request. A minimum of one such member of staff fully trained in the operation of the CCTV system shall be on duty at all times the premises are open to the public.
 - f) If the CCTV system is broken the premises licence holder shall notify the Licensing Authority and Police Licensing Team as soon as possible and get the fault rectified as soon as practicable.
 - g) The premises licence holder shall ensure that a log is kept with details of the dates of all work / repairs carried out on the CCTV system including the name and phone number of the engineer.
 - h) On a minimum daily basis the premises licence holder / designated premises supervisor shall check that the CCTV system is operational and the date and time stamp are correctly set.
 - i) On a minimum of a weekly basis the CCTV system shall be inspected to ensure it is correctly recording images for a minimum of 31 days and that screenshots and footage can be correctly downloaded. Details of these inspections shall be recorded in the appropriate section of the incident book.
- 2)a) After 01.30 service shall only be by pre-ordered and prepaid home delivery. Orders shall be received via online

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platforms or phone calls only.

b) The restaurant door shall be shut and locked after 01.30 and no customers shall be permitted to enter or remain in the premises after that time. Only delivery drivers or riders shall be admitted to the premises after that time to collect orders.

3) A minimum of two (2) trained staff shall be on duty in the premises after 23.00 during permitted licensed hours.

4) All staff shall receive training on induction and be given refresher training every six months for their role, in the relevant provisions of the Licensing Act and Premises Licence, acknowledging customers, serving customers in turn, explaining any delays in cooking times, monitoring customer conduct while waiting for their order or eating in the restaurant, ensuring no alcohol is brought into or consumed on the premises, avoiding conflict, monitoring the outside of the premises, discouraging people loitering outside and safeguarding children. A written training record shall be kept for each member of staff and be produced to Police or Authorised Officers on request. All staff shall receive WAVE training when available.

5) Customers shall not be permitted to take alcohol into the restaurant or consume alcohol on the premises at any time.

6) An Incident Book shall be kept at the premises and made available to the Police or Authorised Officers, which shall record the following:

All crimes reported.

Lost property.

All ejections of customers.

Any complaints received and the outcome.

Any incidents of disorder.

Any faults in the CCTV.

Any visit by a relevant authority or emergency service. Whenever Police are called a CAD number shall be obtained and recorded in the Incident Book.

7) Notices shall be prominently displayed by the front door and servery as follows:

That CCTV is in operation.

That no alcohol may be taken into or be consumed on the premises at any time.

That the restaurant closes to the public at 01.30 daily and that after that time service is by pre-ordered and prepaid home delivery only.

Requesting customers to respect the needs of local residents and businesses, not to loiter outside and leave the area quietly & quickly

c) Public safety

A Fire Risk Assessment & Emergency Plan shall be prepared and regularly reviewed. All staff shall receive appropriate fire safety training.

d) The prevention of public nuisance

1) All delivery drivers / riders shall be instructed to wait inside the premises between orders and not to leave engines running, to close car doors quietly and not to play loud music whilst outside the shop or customers premises.

2) All delivery drivers / riders shall be instructed to park legally & safely.

3) No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance at the nearest noise sensitive premises..

4) A direct telephone number for the premises shall be publicly available at all times the premises is open. All complaints shall be investigated by Management and resolved with brief details recorded in the Incident Book.

5) No fumes, steam or odours shall be emitted from the licensed premises so as to cause a nuisance to any persons living or carrying on business in the area where the premises are situated.

6) Commercial waste shall not be collected between the hours of 2300 and 05.00 hours.

e) The protection of children from harm

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No unaccompanied children under 16 shall be permitted on the premises after 23.00 or during licensed hours except in an emergency.