

Licensing Sub-Committee

Wednesday 28 June 2017

10.00 am

Ground Floor Meeting Room G02A - 160 Tooley Street, London SE1 2QH

Membership

Councillor Renata Hamvas (Chair)
Councillor Lorraine Lauder MBE
Councillor Sandra Rhule

Reserves

Councillor Sunny Lambe

INFORMATION FOR MEMBERS OF THE PUBLIC

Access to information

You have the right to request to inspect copies of minutes and reports on this agenda as well as the background documents used in the preparation of these reports.

Babysitting/Carers allowances

If you are a resident of the borough and have paid someone to look after your children, an elderly dependant or a dependant with disabilities so that you could attend this meeting, you may claim an allowance from the council. Please collect a claim form at the meeting.

Access

The council is committed to making its meetings accessible. Further details on building access, translation, provision of signers etc for this meeting are on the council's web site: www.southwark.gov.uk or please contact the person below.

Contact

Andrew Weir on 020 7525 7222 or email: andrew.weir@southwark.gov.uk

Members of the committee are summoned to attend this meeting

Eleanor Kelly

Chief Executive

Date: 20 June 2017



Licensing Sub-Committee

Wednesday 28 June 2017
10.00 am

Ground Floor Meeting Room G02A - 160 Tooley Street, London SE1 2QH

Order of Business

Item No.	Title	Page No.
PART A - OPEN BUSINESS		
1.	APOLOGIES	
	To receive any apologies for absence.	
2.	CONFIRMATION OF VOTING MEMBERS	
	A representative of each political group will confirm the voting members of the committee.	
3.	NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE CHAIR DEEMS URGENT	
	In special circumstances, an item of business may be added to an agenda within five clear days of the meeting.	
4.	DISCLOSURE OF INTERESTS AND DISPENSATIONS	
	Members to declare any interests and dispensation in respect of any item of business to be considered at this meeting.	
5.	LICENSING ACT 2003: UNIT 8, 133 COPELAND ROAD, LONDON SE15 3SN	1 - 47
6.	LICENSING ACT 2003: SHELL UK OIL PRODUCTS LIMITED T/A SHELL CRYSTAL PALACE, 4 CRYSTAL PALACE PARADE, LONDON SE19 1UN	48 - 86

ANY OTHER OPEN BUSINESS AS NOTIFIED AT THE START OF THE MEETING AND ACCEPTED BY THE CHAIR AS URGENT

PART B - CLOSED BUSINESS

EXCLUSION OF PRESS AND PUBLIC

The following motion should be moved, seconded and approved if the sub-committee wishes to exclude the press and public to deal with reports revealing exempt information:

“That the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1-7, Access to Information Procedure rules of the Constitution.”

ANY OTHER CLOSED BUSINESS AS NOTIFIED AT THE START OF THE MEETING AND ACCEPTED BY THE CHAIR AS URGENT

Date: 20 June 2017

Item No. 5.	Classification: Open	Date: 28 June 2017	Meeting Name: Licensing Sub-Committee
Report Title		Licensing Act 2003: Unit 8, 133 Copeland Road, London SE15 3SN	
Ward(s) of group(s) affected		The Lane	
From		Strategic Director of Environment and Social Regeneration	

RECOMMENDATION

1. That the licensing sub-committee considers whether an application made by Jonathan Wilson and Lorelie Wilson for a premises licence be granted under the Licensing Act 2003 in respect of the premises known as Unit 8, 133 Copeland Road, London SE15 3SN.
2. Notes:
 - a) This application forms a new application for a premises licence, submitted under Section 17 of the Licensing Act 2003. The application is subject to representations from responsible authorities and is therefore referred to the sub-committee for determination.
 - b) Paragraphs 8 to 13 of this report provide a summary of the application under consideration by the sub-committee. A copy of the full application is attached as Appendix A.
 - c) Paragraphs 14 to 22 of this report deal with the representations submitted in respect of the application. Copies of the representations and related correspondence are attached to this report in Appendix B. A map showing the location of the premises is attached to this report as Appendix D.
 - d) A copy of the council's approved procedure for hearings of the sub-committee in relation to an application made under the Licensing Act 2003, along with a copy of the hearing regulations, has been circulated to all parties to the meeting.

BACKGROUND INFORMATION

The Licensing Act 2003

3. The Licensing Act 2003 provides a licensing regime for:
 - The sale of and supply of alcohol
 - The provision of regulated entertainment
 - The provision of late night refreshment.
4. Within Southwark, the licensing responsibility is wholly administered by this council.
5. The Act requires the licensing authority to carry out its functions under the Act with a view to promoting the four stated licensing objectives. These are:

- The prevention of crime and disorder
 - The promotion of public safety
 - The prevention of nuisance
 - The protection of children from harm.
6. In carrying out its licensing functions, a licensing authority must also have regard to
- The Act itself
 - The guidance to the act issued under Section 182 of the Act
 - Secondary regulations issued under the Act
 - The licensing authority's own statement of licensing policy
 - The application, including the operating schedule submitted as part of the application
 - Relevant representations.
7. The premises licence application process involves the provision of all relevant information required under the Act to the licensing authority with copies provided by the applicant to the relevant responsible bodies under the Act. The application must also be advertised at the premises and in the local press. The responsible authorities and other persons within the local community may make representations on any part of the application where relevant to the four licensing objectives.

KEY ISSUES FOR CONSIDERATION

The premises licence application

8. On 2 November 2016 Jonathan Wilson and Lorelie Wilson applied to this council for the grant of a premises licence in respect of Unit 8, 133 Copeland Road SE15 3SN.
9. The application and is summarised as follows:
- **To allow the provision of plays, films, live music and recorded music**
Monday to Sunday 12:00 to 00:00 (midnight)
 - **The sale of alcohol for consumption on the premises**
Monday to Sunday 12:00 to 23:30
 - **Proposed opening hours of the premises**
Monday to Sunday 12:00 to 00:00 (midnight).
10. **N.B.** The application was amended by the applicant to remove plays, live music and recorded music from the application, to change the hours in respect of films to 12:00 - 23:30 and to clarify the description of the premises as follows:
- “That the premises is to be a street food venue with various and changing food vendors providing food at the premises and a licensed bar to provide on sales of alcohol only. The premises are not a bar, nightclub, off licence, grocer, supermarket, convenience store or similar type of premises. The operation of the premises is food led with ancillary sales of alcohol to complement the food offering. Moveable tables and chairs are provided at the premises.”*
11. The premises licence application form provides the applicant's operating schedule. Parts A, B, E, F, J, K, L, and M of the operating schedule set out the proposed licensable activities, operating hours and operating control measures in full, with

reference to the four licensing objectives as stated in the Licensing Act 2003. Should a premises licence be issued in respect of the application the information provided in part M of the operating schedule will form the basis of conditions that will be attached to any licence granted subsequent to the application. A Copy of the application and is attached to this report as appendix A.

12. **N.B.** The application attached as Appendix A shows an application date of 10 October 2016, however plans were not submitted with the application and the application was therefore not full and proper at that time. Plans were received on 2 November 2016 and this is the date that the application was considered properly submitted.

Designated premises supervisor

13. The proposed designated premises supervisor (DPS) is Mr Garry Cottle.

Representations from responsible authorities

14. Representations have been submitted by the Metropolitan Police Service and this council's licensing responsible authority and public health directorate.
15. The Metropolitan Police Service's representation noted that the premises are situated in the Peckham major town centre area (as defined by this council's statement of licensing policy) and also the Peckham cumulative impact policy (CIP) area. The representation suggested conditions that the police contended should be included in any premises licence issued subsequent to the application. The applicant amended the application to include the suggested conditions and the Metropolitan Police Service withdrew the representation.
16. The licensing responsible authority's representation was submitted in respect of the prevention of crime and disorder and the prevention of public nuisance licensing objectives. The representation notes that the premises are situated in the Peckham CIP area. The representation states that, with reference to the Peckham CIP, the applicant has not addressed the presumption to refuse the application and the representation recommends refusal of the application unless the applicant can demonstrate that the premises will not contribute to crime and disorder and public nuisance within the Peckham CIP area. The representation also requests further information from the applicant, being an accommodation limit for the premises and a written dispersal policy for the premises.
17. The Director of Public Health's representation was submitted in respect to the prevention of crime and disorder, the prevention of public nuisance and the protection of public safety licensing objectives. The representation notes that the premises are situated in the Peckham CIP area and contends that the application has not adequately rebutted the presumption that the premises will add to the cumulative impact of late night establishments on the above licensing objectives. The representation also states that the applicant has not provided a clear enough description of the premises and intended activities and recommends that the application be rejected.
18. The representations submitted by responsible authorities and related correspondence are attached as Appendix B.

19. **N.B.** The applicant has provided further details as to the operation of the premises stating:
- “That the premises is to be a street food venue with various and changing food vendors providing food at the premises and a licensed bar to provide on sales of alcohol only. The premises are not a bar, nightclub, off licence, grocer, supermarket, convenience store or similar type of premises. The operation of the premises is food led with ancillary sales of alcohol to complement the food offering. Moveable tables and chairs are provided at the premises.”*
20. Paragraph 136 of this council’s statement of licensing policy states that: *“The classes of premises to which the policy applies is defined as follows – night clubs; pubs and bars; off-licences, grocers, supermarkets, convenience stores; and similar premises.”*
21. As the premises do not fall within one of the above stated categories the Peckham CIP does not apply and there is no presumption to refuse the application which is subject to representations. The presumption to grant the application applies, however the option to consider further licence conditions relevant to the proposed operation of the premises is open to the licensing sub-committee.
22. Copies of the email confirming the amendments to the application are attached in Appendix B.

Representations from other persons

23. No representations were submitted by other persons.

Conciliation

24. The applicant was sent the representations that had been submitted and was advised to contact directly the responsible authorities who had submitted the representations should the applicant wish to attempt to conciliate those responsible authorities. Following communication between the applicant and the Metropolitan Police Service, the Metropolitan Police Service withdrew their application. The applicant was hopeful that the remaining representations could be conciliated and therefore the time limit to hold the hearing in respect of the application was extended under section 11 of The Licensing Act 2003 (Hearings) Regulations 2005 as it was in the public interest to do so, in that it was expected that the application would be determined without the requirement for a hearing.
25. Although further information was provided by the applicant it was not sufficient to allow the licensing responsible authority or public health directorate to withdraw their representations which remained outstanding and therefore would have had to have been considered by the licensing sub-committee. An email from the Licensing Unit to the applicant confirming that the time limit to hold a hearing would be extended to facilitate conciliation is attached in Appendix C. A hearing was consequently scheduled for 18 May 2017. On 11 May 2017 the applicant requested a further postponement of the hearing for the same reasons given above. The hearing was consequently postponed until 28 June 2017. The email from the applicant requesting the further hearing postponement is attached in Appendix C.
26. At this time the representations submitted by the licensing responsible authority and public health directorate still remain outstanding and therefore must be considered by the licensing sub-committee. The applicant remains hopeful that the outstanding representations can be conciliated and that a hearing will not be required. The applicant intends to further communicate with the licensing responsible authority and

public health directorate to this end. The licensing sub-committee will be informed of any further conciliation at the hearing to determine the application should the hearing be required.

Premises history

27. No licensing authorisation has been issued in respect of the premises under the Licensing Act 2003 or any previous legislation.
28. No temporary event notices have been submitted in regards to the premises.
29. On 2 November 2016 Jonathan Wilson and Lorelie Wilson applied to this council for the grant of a premises licence in respect of Unit 8, 133 Copeland Road, London SE15 3SN.

Deregulation of entertainment

30. On 6 April 2015 entertainment became deregulated and as a result:
 - Live unamplified music is deregulated between 08.00 and 23.00 on any premises.
 - Live amplified music is deregulated between 08.00 and 23.00 provided the audience does not exceed 500 people.
31. However, live music can become licensable in on-licensed premises if the licensing authority removes the effect of the deregulation following a licence review ('licence review mechanism').

Map

32. A map showing the location of the premises is attached to this report as Appendix D. The following licensed premises are also shown on the map and provide licensable activities as stated:

- **PECKHAMPLEX, 95A Rye Lane, London SE15 4ST** licensed for:

Films

Sunday to Thursday 09:00 and 00:00 (midnight)
 Friday and Saturday 09:00 and 02:00 the following day

Sale of alcohol to be consumed on the premises

Monday to Thursday 14:00 and 22:00
 Friday to Sunday 12:00 and 23:00

- **Roof B (Bussey Building), 133 Copeland Road, London SE15 3SN** licensed for:

The sale of alcohol to be consumed on the premises

Monday to Friday 17:00 and 22:30
 Saturday 12:00 and 22:30

Films

Monday to Sunday 12:00 and 00:00

The provision of live music

Monday to Sunday 12:00 and 22:00

The provision of plays

Monday to Sunday 12:00 and 23:00

- **Forza Win Ltd, Unit 4.1, Copeland Industrial Park, 133 Copeland Road, London SE15 3SN** licensed for:

The sale of alcohol to be consumed

Wednesday to Saturday 12:00 and 23:30

Saturday 12:00 and 22:30

- **The Last Refuge Arts, 133 Unit, 9a Copeland Road, London SE15 3SN** licensed for:

The provision of films

Monday to Friday 18:00 and 00:00

Saturday and Sunday 12:00 and 00:00

The sale of alcohol and the provision of live music and recorded music

Monday to Friday 17:30 and 00:00

Saturday and Sunday 14:30 and 00:00

The provision of plays

Monday to Friday 19:30 and 22:30

Saturday and Sunday 14:30 and 22:30

- **Frank's Café, Levels 9 & 10, Peckham Multi Story Car Park, 95A Rye Lane, London SE15 4ST** licensed for:

The sale of alcohol to be consumed on the premises

Monday to Sunday 11:00 and 23:00

- **Frank's Café, Levels 7 & 8, Peckham Multi Story Car Park, 95A Rye Lane, London, SE15 4ST** licensed for:

The sale of alcohol to be consumed on the premises

Tuesday to Friday 17:00 and 23:00

Saturday 12:00 and 23:00

Sunday 12:00 and 22:00

- **Bold Tendencies, Levels 7 & 8, Peckham Multi Story Car Park, 95A Rye Lane, London SE15 4ST** licensed for:

The provision of live and recorded music

Friday	17:00 and 23:00
Saturday	12:00 and 23:00
Sunday	12:00 and 22:00.

Southwark council saturation policy for Peckham

33. Council assembly approved the introduction of a special policy for Peckham on the cumulative impact of a concentration of licensed premises (saturation policy) on 12 October 2011. This was renewed in November 2015 when full council assembly approved the 2016-2020 statement of licensing policy.
34. The decision to introduce saturation policy was taken with regard to the committee's concern over rising trends of late night alcohol related violence against the person and late night disorder and rowdiness associated with late night licensed premises in the area.
35. The effect of this special policy is that is to create a presumption that applications for new premises licences or variations that are likely to add to the existing cumulative impact will normally be refused, following relevant representations, unless the applicant can demonstrate in their operating schedule that there will be no negative cumulative impact on one or more of the licensing objectives.
36. The applicant has been advised to address the committees concerns around cumulative impact at the meeting.

Southwark council statement of licensing policy

37. Council assembly approved Southwark's statement of licensing policy 2016 to 20 on 25 November 2015. The policy came into effect on 1 January 2016. Sections of the statement that are considered to be of particular relevance to the sub-committee's consideration are:
 - Section 3 - Purpose and scope of the policy. This reinforces the four licensing objectives and the fundamental principles upon which this authority relies in determining licence applications.
 - Section 5 - Determining applications for premises licences and club premises certificates. This explains how the policy works and considers issues such as location; high standards of management; and the principles behind condition setting.
 - Section 6 - Local cumulative impact policies. This sets out this authority's approach to cumulative impact and defines the boundaries of the current special policy areas and the classifications of premises to which they apply. To be read in conjunction with Appendix B to the policy.
 - Section 7 - Hours of operation. This provides a guide to the hours of licensed operation that this authority might consider appropriate by type of premises and (planning) area classification.
 - Section 8 - The prevention of crime and disorder. This provides general guidance on the promotion of the first licensing objective.

- Section 9 - Public safety. This provides general guidance on the promotion of the second licensing objective.
 - Section 10 - The prevention of nuisance. This provides general guidance on the promotion of the third licensing objective.
 - Section 11 - The protection of children from harm. This provides general guidance on the promotion of the fourth licensing objective.
38. The purpose of Southwark's statement of licensing policy is to make clear to applicants what considerations will be taken into account when determining applications and should act as a guide to the sub-committee when considering the applications. However, the sub-committee must always consider each application on its own merits and allow exceptions to the normal policy where these are justified by the circumstances of the application.
39. The premises are located in Peckham major town centre area. Closing times suggested in the statement of licensing policy for restaurants in the Peckham major town centre area are:
- Sunday to Thursday 00:00 and Friday and Saturday 01:00.

Resource implications

40. A fee of £315 has been paid by the applicant company in respect of this application being the statutory fee payable for premises within non-domestic rateable value band C.

Consultation

41. Consultation has been carried out on this application in accordance with the provisions of the Licensing Act 2003. A public notice was published in a local newspaper and similar notices were exhibited outside of the premises for a period of 28 consecutive days.

Community impact statement

42. Each application is required by law to be considered upon its own individual merits with all relevant matters taken into account.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of Law and Democracy

43. The sub-committee is asked to determine the application for a premises licence under section 17 of the Licensing Act 2003.
44. The principles which sub-committee members must apply are set out below.

Principles for making the determination

45. The general principle is that applications for premises licence applications must be granted unless relevant representations are received. This is subject to the proviso that the applicant has complied with regulations in advertising and submitting the application.

46. Relevant representations are those which:
- Are about the likely effect of the granting of the application on the promotion of the licensing objectives
 - Are made by an interested party or responsible authority
 - Have not been withdrawn
 - Are not, in the opinion of the relevant licensing authority, frivolous or vexatious.
47. If relevant representations are received then the sub-committee must have regard to them, in determining whether it is necessary for the promotion of the licensing objectives to:
- To grant the licence subject to:
 - The conditions mentioned in section 18 (2)(a) modified to such extent as the licensing authority considers necessary for the promotion of the licensing objectives
 - Any condition which must under section 19, 20 or 21 be included in the licence
 - To exclude from the scope of the licence any of the licensable activities to which the application relates
 - To refuse to specify a person in the licence as the premises supervisor
 - To reject the application.

Conditions

48. The sub-committee's discretion is thus limited. It can only modify the conditions put forward by the applicant, or refuse the application, if it is necessary to do so. Conditions must be necessary and proportionate for the promotion of one of the four licensing objectives, and not for any other reason. Conditions must also be within the control of the licensee, and should be worded in a way which is clear, certain, consistent and enforceable.
49. The four licensing objectives are:
- The prevention of crime and disorder
 - Public safety
 - The prevention of nuisance
 - The protection of children from harm.
50. Members should note that each objective is of equal importance. There are no other licensing objectives, and the four objectives are paramount considerations at all times.
51. Conditions will not be necessary if they duplicate a statutory position. Conditions relating to night café and take away aspect of the license must relate to the night time operation of the premises and must not be used to impose conditions which could not be imposed on day time operators.
52. Members are also referred to the Home Office revised guidance issued under section 182 of the Licensing Act 2003 on conditions, specifically section 10.

Reasons

53. If the sub-committee determines that it is necessary to modify the conditions, or to refuse the application for a premises licence application, it must give reasons for its decision.

Hearing procedures

54. Subject to the licensing hearing regulations, the licensing committee may determine its own procedures. Key elements of the regulations are that:

- The hearing shall take the form of a discussion led by the authority. Cross examination shall not be permitted unless the authority considered that it is required for it to consider the representations.
- Members of the authority are free to ask any question of any party or other person appearing at the hearing.
- The committee must allow the parties an equal maximum period of time in which to exercise their rights to:
 - Address the authority
 - If given permission by the committee, question any other party.
 - In response to a point which the authority has given notice it will require clarification, give further information in support of their application.
- The committee shall disregard any information given by a party which is not relevant to the particular application before the committee and the licensing objectives.
- The hearing shall be in public, although the committee may exclude the public from all or part of a hearing where it considers that the public interest in doing so outweighs the public interest in the hearing, or that part of the hearing, taking place in private.
- In considering any representations or notice made by a party the authority may take into account documentary or other information produced by a party in support of their application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing.

55. This matter relates to the determination of an application for a premises licence under section 17 of the Licensing Act 2003. Regulation 26(1) (a) requires the sub-committee to make its determination at the conclusion of the hearing.

Council's multiple roles and the role of the licensing sub-committee

56. Sub-committee members will note that, in relation to this application, the council has multiple roles. Council officers from various departments have been asked to consider the application from the perspective of the council as authority responsible respectively for environmental health, trading standards, health and safety and as the planning authority.
57. Members should note that the licensing sub-committee is meeting on this occasion solely to perform the role of licensing authority. The sub-committee sits in quasi-

judicial capacity, and must act impartially. It must offer a fair and unbiased hearing of the application. In this case, members should disregard the council's broader policy objectives and role as statutory authority in other contexts. Members must direct themselves to making a determination solely based upon the licensing law, guidance and the council's statement of licensing policy.

58. As a quasi-judicial body the licensing sub-committee is required to consider the application on its merits. The sub-committee must take into account only relevant factors, and ignore irrelevant factors. The decision must be based on evidence, that is to say material, which tends logically to show the existence or non-existence of relevant facts, or the likelihood or unlikelihood of the occurrence of some future event, the occurrence of which would be relevant. The licensing sub-committee must give fair consideration to the contentions of all persons entitled to make representations to them.
59. The licensing sub-committee is entitled to consider events outside of the premises if they are relevant, i.e. are properly attributable to the premises being open. The proprietors do not have to be personally responsible for the incidents for the same to be relevant. However, if such events are not properly attributable to the premises being open, then the evidence is not relevant and should be excluded. Guidance is that the licensing authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public, living, working or engaged in normal activity in the area concerned.
60. Members will be aware of the council's code of conduct which requires them to declare personal and prejudicial interests. The code applies to members when considering licensing applications. In addition, as a quasi-judicial body, members are required to avoid both actual bias, and the appearance of bias.

The sub-committee can only consider matters within the application that have been raised through representations from other persons and responsible authorities. Other persons must live in the vicinity of the premises. This will be decided on a case to case basis.

61. Under the Human Rights Act 1998, the sub-committee needs to consider the balance between the rights of the applicant and those making representations to the application when making their decision. The sub-committee has a duty under section 17 Crime and Disorder Act 1998 when making its decision to do all it can to prevent crime and disorder in the borough.
62. Other persons, responsible authorities and the applicant have the right to appeal the decision of the sub-committee to the magistrates' court within a period of 21 days beginning with the day on which the applicant was notified by the licensing authority of the decision to be appealed against.

Guidance

63. Members are required to have regard to the Home Office revised guidance in carrying out the functions of licensing authority. However, guidance does not cover every possible situation, so long as the guidance has been properly and carefully understood, members may depart from it if they have reason to do so. Full reasons must be given if this is the case.

Strategic Director of Finance and Governance

64. The head of community safety and enforcement has confirmed that the costs of this process are borne by the service.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Licensing Act 2003 Home Office revised guidance to the Act Secondary Regulations Southwark statement of licensing Policy Case file	Southwark Licensing, C/O Community Safety & Enforcement, 160 Tooley Street, London SE1 2QH	Kirty Read Tel: 020 7525 5748

APPENDICES

Name	Title
Appendix A	Copy of the application
Appendix B	Copies of representations submitted by responsible authorities and related correspondence
Appendix C	Copies of emails relating to extending the period in which to hold a hearing
Appendix D	Map of the local area

AUDIT TRAIL

Lead Officer	Deborah Collins, Strategic Director of Environment and Social Regeneration	
Report Author	Wesley McArthur, Principal Licensing Officer	
Version	Final	
Dated	14 June 2017	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments sought	Comments included
Director of Law and Democracy	Yes	Yes
Strategic Director of Finance and Governance	No	No
Cabinet Member	No	No
Date final report sent to Constitutional Team		18 June 2017

10/10/2016

Business - Application for a premises licence to be granted under the Licensing Act 2003

Ref No. 695931

Name of Applicant

Please enter the name(s) who is applying for a premises licence under section 17 of the Licensing Act 2003 and am making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

	Jonathan Wilson & Lorelie Wilson
--	----------------------------------

Premises Details

Non-domestic rateable value of premises in order to see your rateable value click here (opens in new window)

£	55000
	Band D and E only applies to premises which uses exclusively or primarily for the supply of alcohol for consumption on the premises
	No

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

Address Line 1	UNIT 8
Address Line 2	133 COPELAND ROAD
Town	LONDON
County	
Post code	SE15 3SN
Ordnance survey map reference	TQ 34488 76282
Description of the location	Warehouse
Telephone number	██████████

Applicant Details

Please select the capacity in which you are applying to convert your existing licence

	An individual or individuals
--	------------------------------

If you applying as an individual or non-individual please select one of the following:-

	I am making the application pursuant to a statutory function
--	--

Details of Individual Applicant

Personal Details

Title	Mr
If other, please specify	
Surname	Wilson
Forenames	Jonathan
I am 18 years old or over	Yes

Current Address

Street number or Building name	██████████
Street Description	██████████
Town	██████████
County	██████████
Post code	██████████

Contact Details

Daytime contact telephone number	██████████
Email Address	██████████

Do you wish to add a second individual applicant?

	Yes
--	-----

Second Individual Applicant

Personal Details

Title	Mrs
If other, please specify	
Surname	Wilson
Forenames	Lorelie
I am 18 years old or over	Yes

Current Address

Street number or Building name	██████████
Street Description	██████████
Town	██████████
County	██████████
Post code	██████████

Contact Details

Daytime contact telephone number	██████████
Email Address	██████████

Operating Schedule

When do you want the premises licence to start?

	06/12/2016
--	------------

If you wish the licence to be valid only for a limited period, when do you want it to end?

--	--

General description of premises (see guidance note 1)

	A warehouse space within the Copeland Park Industrial Estate
--	--

Please select the range of the number of people expected to attend the premises at any one time.

	Less than 5000
If 5,000 or more people are expected to attend the premises at any one time. Please state the number expected to attend	

Operating Schedule part 2

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 2003)
--	---

Provision of regulated entertainment

	a) plays
	b) films
	e) live music
	f) recorded music

Provision of late night refreshment

--	--

Supply of alcohol

	j) Supply of alcohol
--	----------------------

A - Plays

Will the performance of a play take place indoors or outdoors or both? (Please read guidance note 2)

	Indoors
--	---------

Please give further details here (Please read guidance note 3)

	Contemporary plays performed by local groups
--	--

Standard days and timings for Plays (Please read guidance note 6)

Day	Start	Finish
Mon	12:00	00:00
Tues	12:00	00:00
Wed	12:00	00:00
Thur	12:00	00:00
Fri	12:00	00:00
Sat	12:00	00:00
Sun	12:00	00:00

State any seasonal variations for performing plays (Please read guidance note 4)

	Seasonal street food market for winter period (November to January)
--	---

Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed. (Please read guidance note 5)

--	--

B- Films

Will the exhibition of films take place indoors or outdoors or both? (Please read guidance note 2)

	Indoors
--	---------

Please give further details here (Please read guidance note 3)

	Showing classic films
--	-----------------------

Standard days and timings for Films (Please read guidance note 6)

Day	Start	Finish
Mon	12:00	00:00
Tues	12:00	00:00
Wed	12:00	00:00
Thur	12:00	00:00
Fri	12:00	00:00
Sat	12:00	00:00
Sun	12:00	00:00

State any seasonal variations for the exhibition of films (Please read guidance note 4)

	Seasonal street food market for winter period (November to January)
--	---

Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed. (Please read guidance note 5)

--	--

E - Live Music

Will the performance of live music take place indoors or outdoors or both? (Please read guidance note 2)

	Indoors
--	---------

Please give further details here (Please read guidance note 3)

	Background music for street food market
--	---

Standard days and timings for Live Music (Please read guidance note 6)

Day	Start	Finish
Mon	12:00	00:00
Tues	12:00	00:00
Wed	12:00	00:00
Thur	12:00	00:00
Fri	12:00	00:00
Sat	12:00	00:00
Sun	12:00	00:00

State any seasonal variations for the performance of live music (Please read guidance note 4)

	Seasonal street food market for winter period (November to January)
--	---

Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed. (Please read guidance note 5)

--	--

F - Recorded Music

Will the playing of recorded music take place indoors or outdoors or both? (Please read guidance note 2)

	Indoors
--	---------

Please give further details here (Please read guidance note 3)

	Background music for street food market
--	---

Standard days and timings for Recorded Music (Please read guidance note 6)

Day	Start	Finish
Mon	12:00	00:00
Tues	12:00	00:00
Wed	12:00	00:00
Thur	12:00	00:00
Fri	12:00	00:00

Sat	12:00	00:00
Sun	12:00	00:00

State any seasonal variations for playing recorded music (Please read guidance note 4)

	Seasonal street food market for winter period (November to January)
--	---

Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed. (Please read guidance note 5)

--	--

J - Supply of Alcohol

Will the supply of alcohol be for consumption (Please read guidance note 7)

	On the premises
--	-----------------

Standard days and timings for Supply of alcohol (Please read guidance note 6)

Day	Start	Finish
Mon	12:00	23:30
Tues	12:00	23:30
Wed	12:00	23:30
Thur	12:00	23:30
Fri	12:00	23:30
Sat	12:00	23:30
Sun	12:00	23:30

State any seasonal variations for the supply of alcohol (Please read guidance 4)

	Seasonal street food market for winter period (November to January)
--	---

Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed. Please list, (Please read guidance note 5)

--	--

Please upload the consent form completed by the proposed premises supervisor

	Premise-Licence.jpeg
--	----------------------

Premises Supervisor

Full name of proposed designated premises supervisor

First names	Gerry
Surname	Cottle

Address of proposed designated premises supervisor

Street number or Building name	[REDACTED]
Street Description	[REDACTED]
Town	[REDACTED]
County	[REDACTED]
Post code	[REDACTED]

Personal licence number of proposed designated premises supervisor, if any,

Personal licence number (if known)	[REDACTED]
Issuing authority (if known)	[REDACTED]

K

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)

	N/A
--	-----

L - Hours premises are open to public

Hours premises are open to the public (standard timings Please read guidance note 6)

Day	Start	Finish
Mon	12:00	00:00
Tues	12:00	00:00
Wed	12:00	00:00
Thur	12:00	00:00
Fri	12:00	00:00
Sat	12:00	00:00
Sun	12:00	00:00

State any seasonal variations (Please read guidance note 4)

	Seasonal street food market for winter period (November to January)
--	---

Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed. Please list, (Please read guidance note 5)

--	--

M - Steps to promote four licencing objectives

a) General - all four licensing objectives (b,c,d,e) (Please read guidance note 9)

	<ul style="list-style-type: none"> - THE GENERAL MANAGER IS RESPONSIBLE FOR THE EFFECTIVE ON-SITE MANAGEMENT OF THE PREMISES SUPPORTED BY DEVOLVED RESPONSIBILITIES BEING DISCHARGED BY DEPARTMENTAL HEADS FOR TECHNICAL (INCLUDING CLEANSING AND SECURITY), BOX OFFICE, FRONT OF HOUSE AND CATERING SERVICES. - ALL EMPLOYED STAFF ARE CONVERSANT WITH COMPANY POLICIES AND PROCEDURES. - WE WISH TO EMPHASISE THAT NO PERSON BELIEVED TO BE UNDER THE INFLUENCE OF ANY INTOXICATING SUBSTANCES IS PERMITTED ENTRY TO THE PREMISES
--	--

b) the prevention of crime and disorder

	<ul style="list-style-type: none"> - WE ACCEPT FULL AND FINAL RESPONSIBILITY FOR SAFE EVENT MANAGEMENT WITH ALL SUITABLE AND SUFFICIENT MEASURES IDENTIFIED, IMPLEMENTED AND MAINTAINED TO ENSURE THE PREVENTION SO FAR AS IS REASONABLY PRACTICABLE OF THE OCCURRENCE OF CRIME AGAINST THE AUDIENCE, STAFF AND OTHERS. - WHILST PROACTIVE MEASURES ARE DEEMED MOST EFFECTIVE OUR MANAGEMENT AND STEWARDING STAFF ARE ALSO ON DUTY TO REACT QUICKLY AND RESOLVE AND OCCURENCE OR ISSUES WHICH MAY ARISE THAT COULD NOT OF BEEN REASONABLY FORESEEN. - WE WOULD ONLY USE REASONABLE FORCE IF ABSOLUTE NECESSARY TO ENSURE CONTNUED SAFETY AND WELFARE OF ALL PERSONS WITHIN THE PREMISES, EVERY EFFORT WOULD BE MADE TO CONTROL THE SITUATION BY NON PHYSICAL MEANS UNTIL LOCAL POLICE WERE ABLE TO RESPOND TO OUR CALL.
--	--

c) public safety

	<ul style="list-style-type: none"> - THE SIMPLICITY AND EASY IDENTIFICATION OF PUBLIC CIRCULATION AREAS ALLOWS FOR RAPID ORIENTATION FOR ANY PERSON ENTERING THE PREMISES. - SUFFICIENT STEWARDS UNDER THE DIRECTION OF HOUSE MANAGEMENT ARE ALWAYS AVAILABLE TO COMPENSATE FOR ANY DISCREPANCY IN PERSONAL SAFETY. - EMERGENCY EXITS, ESCAPE ROUTES AND FIRST AID FACILITIES ARE EASILY IDENTIFIABLE.
--	---

d) the prevention of public nuisance

	<ul style="list-style-type: none"> - WE ARE CONSCIOUS OF THE NEED TO PROTECT THE ENVIROMENTAL AMENITY OF THE LOCAL AREA PARTICULARLY IN RESPECT OF ADJACENT
--	--

	<p>RESIDENTIAL PROPERTIES AND REGULAR VENUE USERS.</p> <p>- WE WISH TO EMPHASISE THAT NO PERSON BELIEVED TO BE UNDER THE INFLUENCE OF ANY INTOXICATING SUBSTANCES IS PERMITTED ENTRY TO THE PREMISES.</p> <p>- A DULY AUTHORISED PERSONAL LICENCE HOLDER WILL ACT AS DESIGNATED PREMISE SUPERVISOR AND OVERSEE AND AUTHORISE ALL ALCOHOL SALES.</p>
--	---

e) the protection of children from harm

	<p>- GIVEN THE NATURE OF EVENTS AT OUR PREMISES, WE CAN GUARANTEE THAT ALL YOUNG PERSONS ARE PROTECTED FROM ANY POSSIBLE MORAL, PSYCHOLOGICAL, OR PHYSICAL HARM.</p> <p>- EQUALLY THE LAYOUT OF THE PREMISES TOGETHER WITH HARDWARE (SUCH AS BARRIERS) AND SOFTWARE (SUCH AS STEWARD VIGILANCE) CONTROL MEASURES ALSO ADDRESS ALL ISSUES RELATING TO THE SAFETY OF YOUNG PERSONS SO FAR IS REASONABLY PRACTICABLE</p>
--	---

Please upload a plan of the premises

	160517-Copeland-Park-Survey-Unit-8-Plan-IS.pdf
--	--

Please upload any additional information i.e. risk assessments

--	--

Checklist

	<p>I have enclosed the plan of the premises. 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.</p>
--	---

Declaration

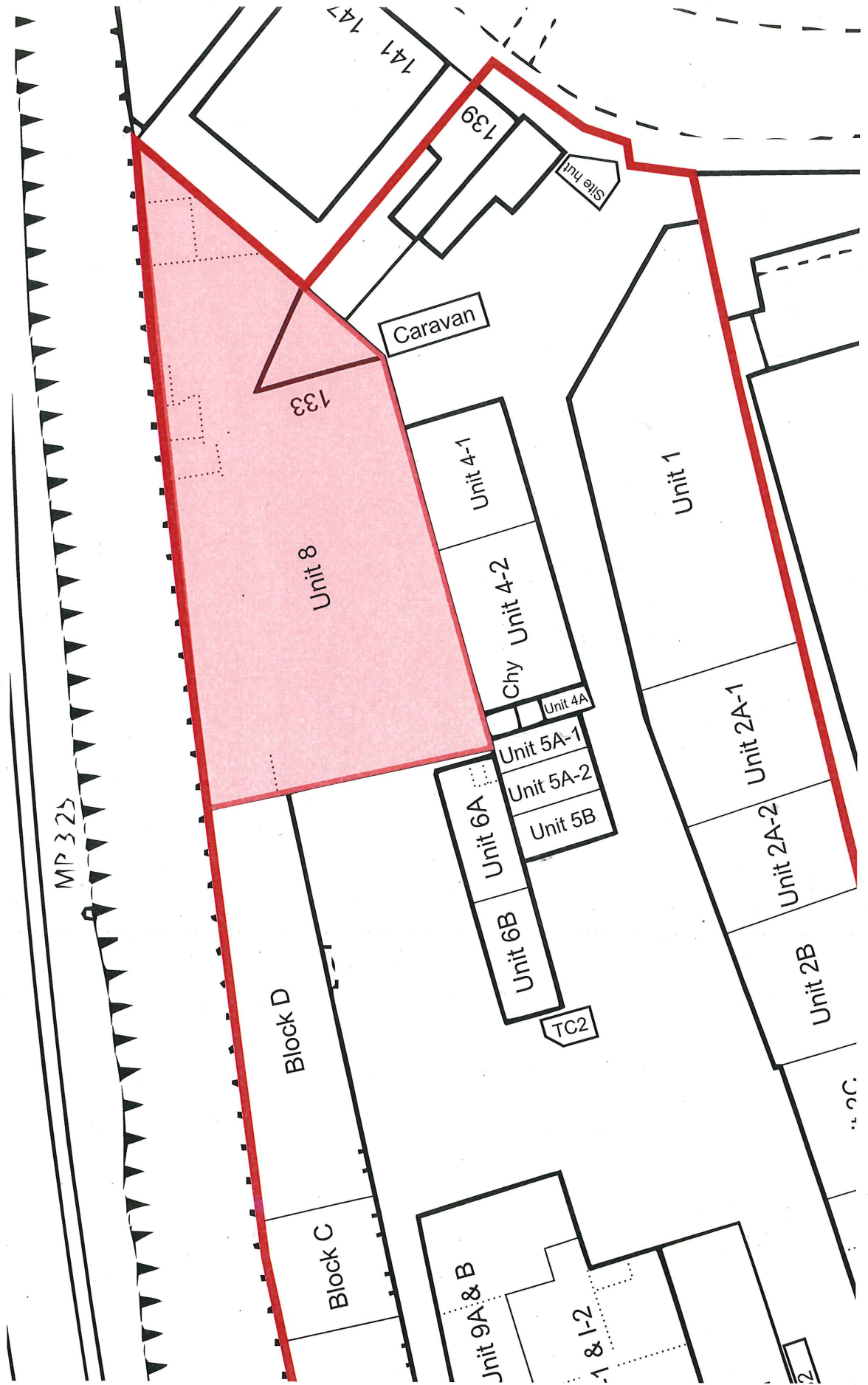
I agree to the above statement

	I agree
PaymentDescription	██████████
AuthCode	██████
LicenceReference	██████████
PaymentContactEmail	████████████████████

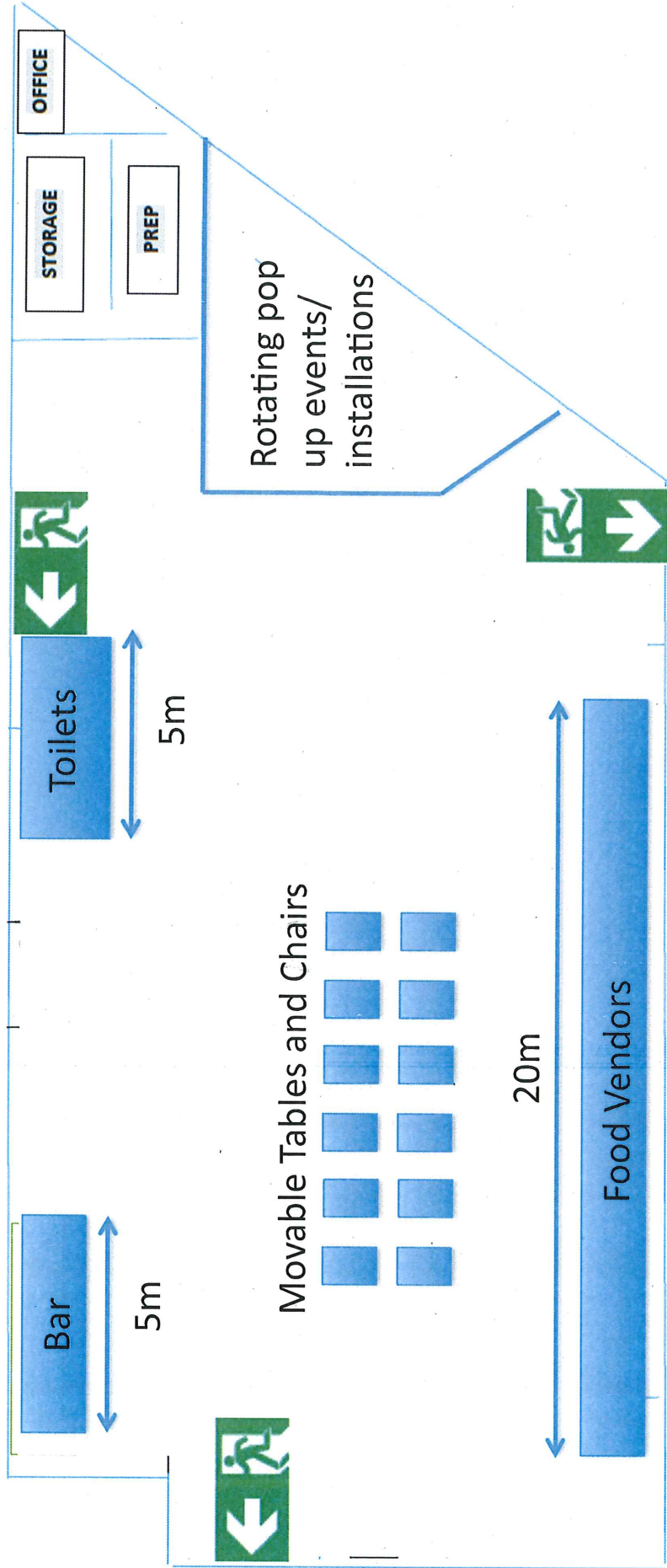
The information you provide will be used fairly and lawfully and Southwark Council will not knowingly do anything which may lead to a breach of the Data Protection Act 1998.

COPELAND PARK & BUSSEY BUILDING

Site plan
Location of Unit 8



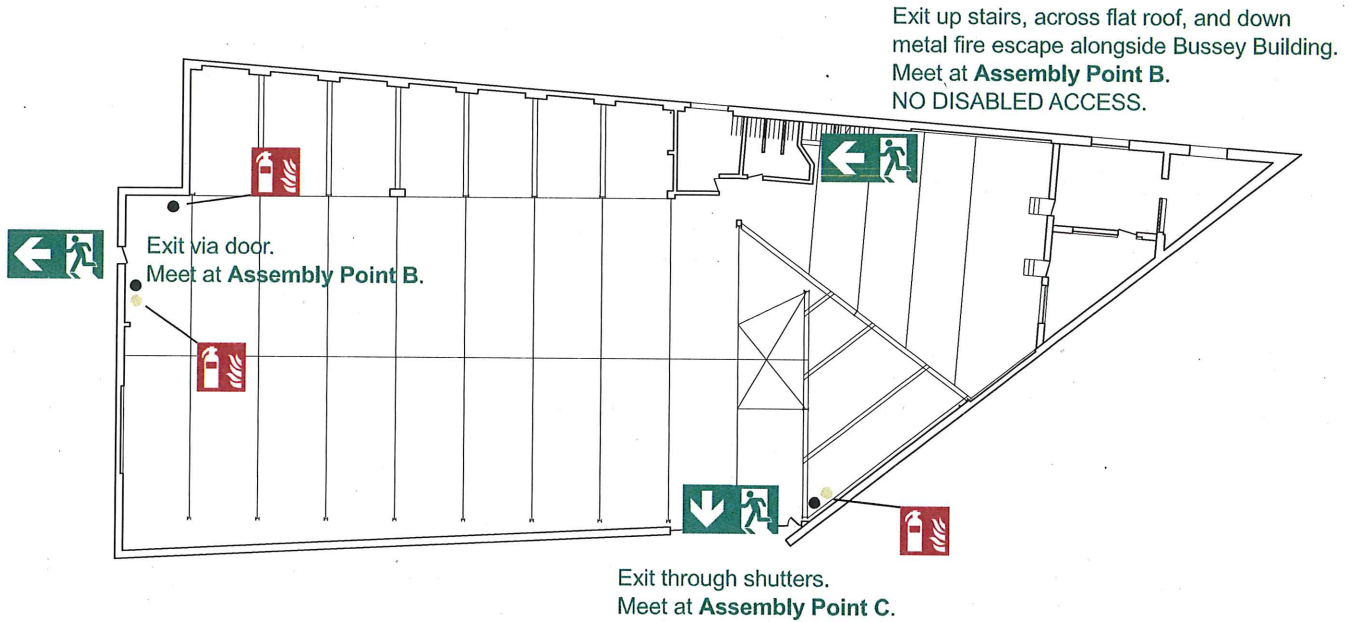
UNIT 8



Evacuation plan

Unit 8

COPELAND PARK & BUSSEY BUILDING



Fire extinguisher locations

- Carbon Dioxide
- Foam

Fire assembly points



- A:** Off-site, in Rye Lane
- B:** Car Park, next to Copeland Gallery
- C:** Inside Copeland Road gate

When safe, call 999 and instruct them of a fire at:
133 Copeland Road, SE15 3SN

Please also call the gate hut on



i. Metropolitan Police Service's representation

The Licensing Unit
 Floor 3
 160 Tooley Street
 London
 SE1 2QH

Metropolitan Police Service
Licensing Office
Southwark Police Station,
323 Borough High Street,
LONDON,
SE1 1JL

Tel: 020 7232 6756

Email: SouthwarkLicensing@met.police.uk

Our reference: MD/21/ 2892/16

Date: 29th November 2016

Dear Sir/Madam

Re:- Jonathan Wilson & Lorelie Wilson, Unit 8, 133 Copeland Road, SE15 3SN

Police are in receipt of an application from the above for a new premises licence to be granted under the licensing act 2003.

It is described within the application as a warehouse space within the Copeland Park and Bussey buildings industrial estates. There are already a number of premises within this that hold a premises licence. The area is designated as a major town centre with the Southwark statement of licensing policy and the hours are within those specified in the policy. However it is also situated in the Peckham Cumulative Impact Zone (CIZ).

The applicant has not addressed within the application how they will address the impact that another licensed premises will have on the area or adequately describe the operation of the premises and events they will hold. No detailed conditions have been offered within the operating schedule addressing matters such as SIA security, CCTV, customer dispersal, controls on Smokers and accommodation limits. If the venue is to be a multi-use space we would expect a far more detailed description with in the application of the different type of events and how they intend to run them with in the venue.

The following conditions should be considered for the promotion of the four licensing objectives, in particular the prevention of crime and disorder.

1. That a CCTV system be installed at the premises and be maintained in good working order and be continually recording at all times the premises are in use under the licence. The CCTV System must be capable of capturing a clear facial image of every person who enters the licenced area and all areas used for licensable activities.

2. All CCTV footage be kept for a period of 31 days and shall on request be made immediately available to officers of the police and the council. There will be at least one person on duty at all times that is familiar with the operation of the CCTV and able to download the footage upon request.
3. That all staff involved in the sale of alcohol are trained in their responsibilities under the licensing act 2003 and training records to be kept and updated every 6 months and shall, upon request, be made immediately available to Officers of the Police and the Council.
4. That two SIA registered door supervisors will be engaged when the premises are in operation. They will be employed at all times the licence is in operation until the end of business and all patrons have vacated the premises they will be engaged to monitor admission and re-admissions to the premises, security, protection, screening and dealing with conflict.
5. That four SIA registered door supervisors will be engaged when the premises are in operation and DJ or MC are performing to recorded music or Live music is being played.
6. That no spirits (alcohol containing more than 20% ABV) shall be sold by the bottle or half bottle.
7. That all spirits (alcohol containing more than 20% ABV) shall be sold by the measure of 25ml or 35ml at a maximum of two measures per container/glass
8. That suitable notices shall be displayed requesting people to leave the premises in a quiet and orderly manner so as not to disturb local residents

This is not a comprehensive list and further conditions may be required when the applicant supplies a full description of the intended use of the premises.

The Following is submitted for your consideration, Police would welcome the opportunity to conciliate with the applicant should the need arise.

Yours Sincerely

PC Graham White 288 MD
Southwark Police Licensing Unit

From: McArthur, Wesley [<mailto:Wesley.McArthur@southwark.gov.uk>]
Sent: 01 December 2016 18:01
To: White Graham S - MD <Graham.S.White@met.pnn.police.uk>
Subject: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

Hi Graham,

In respect of your representation in respect of the above application please see my prior emails highlighted in blue below.

The only provision of entertainment sought in the application now is for films between 12:00 and 23:30

The premises are described in the application (in the wrong sections) as a street food market.

If you have any further comments, or if you wish your representation to be considered as submitted, please let me know, thanks.

Regards,

Wesley McArthur
Principal Enforcement Officer
London Borough of Southwark
E-mail: wesley.mcarthur@southwark.gov.uk
General: licensing@southwark.gov.uk
Phone: 020 7525 5779

Fax: 020 7525 5705

Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2TZ

From: Graham.S.White@met.pnn.police.uk [mailto:Graham.S.White@met.pnn.police.uk]

Sent: Monday, December 05, 2016 1:26 PM

To: McArthur, Wesley

Subject: RE: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

Wes,

Thank you for email, can you forward the revised conditions below from my representation having looked at the changes to the application

1. That a CCTV system be installed at the premises and be maintained in good working order and be continually recording at all times the premises are in use under the licence. The CCTV System must be capable of capturing a clear facial image of every person who enters the licenced area and all areas used for licensable activities.
2. All CCTV footage be kept for a period of 31 days and shall on request be made immediately available to officers of the police and the council. There will be at least one person on duty at all times that is familiar with the operation of the CCTV and able to download the footage upon request.
3. That all staff involved in the sale of alcohol are trained in their responsibilities under the licensing act 2003 and training records to be kept and updated every 6 months and shall, upon request, be made immediately available to Officers of the Police and the Council.
4. That minimum of one SIA registered door supervisors will be engaged when the premises are in operation Monday to Sunday 19.00hrs till close. They will be employed at all times the licence is in operation until the end of business and all patrons have vacated the premises they will be engaged to monitor admission and re-admissions to the premises, security, protection, screening and dealing with conflict within the venue.
5. That suitable notices shall be displayed requesting people to leave the premises in a quiet and orderly manner so as not to disturb local residents

Regards
Graham

PC Graham White 288MD

Southwark Police Licensing Unit

323 Borough High Street

London

SE1 1JL

Tel: 0207 232 6756 (726756)

SouthwarkLicensing@met.police.uk

graham.white4@met.police.uk

From: Jeff Brown [mailto:jeff@copelandpark.com]

Sent: Wednesday, February 08, 2017 1:28 PM

To: Tear, Jayne; Sharpe, Carolyn; Graham.S.White@met.pnn.police.uk

Cc: McArthur, Wesley; Lorelie Wilson; Nick Frow

Subject: Licence Application

Re: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

I can confirm the following in regards to the above application:

1. *That live music, recorded music and plays have been removed from the application.*

2. That the hours sought for licensable activities in the application have been amended to:

Supply of alcohol:	Monday to Sunday	12:00 – 23:30
Films	Monday to Sunday	12:00 – 23:30
Opening hours	Monday to Sunday	12:00 – 00:00

3. That the premises is to be a street food venue with various and changing food vendors providing food at the premises and a licensed bar to provide on sales of alcohol only. The premises are not a bar, nightclub, off licence, grocer, supermarket, convenience store or similar type of premises. The operation of the premises is food led with ancillary sales of alcohol to complement the food offering. Moveable tables and chairs are provided at the premises

4. That we agree to the following conditions recommended by the police:

a) That a CCTV system shall be installed at the premises, be maintained in full working order and be continually recording at all times the premises are in use under the licence. The CCTV system must be capable of capturing a clear facial image of every person who enters the licenced area and all areas used for licensable activities.

b) All CCTV footage be kept for a period of 31 days and shall on request be made immediately available to officers of the police and the council. There will be at least one person on duty at all times that is familiar with the operation of the CCTV and able to download the footage upon request.

c) That all staff involved in the sale of alcohol are trained in their responsibilities under the Licensing act 2003 the terms and conditions of this licence. Records pertaining to such training shall be kept, be updated every 6 months and shall be made immediately available to officers of the police and the council upon request.

d) That minimum of one SIA registered door supervisor will be on duty between 19.00 hours and the premises' closing time when the premises are in operation. The SIA registered door supervisor(s) will be employed until the end of business and all patrons have vacated the premises. SIA registered door supervisor(s) will be employed to monitor admission and re-admissions to the premises, provide security, screen entrants to the premises and dealing with conflict within the venue.

e) That suitable notices shall be displayed requesting people to leave the premises in a quiet and orderly manner so as not to disturb local residents

5. That further to the Licensing Responsible Authority's objection we wish to add the following conditions to the application:

a) That a comprehensive dispersal policy in regards to both customers and staff shall be devised in respect of the premises. The dispersal policy shall include (but not necessarily be limited to) the following topics:

Details as to how customer / staff egress at the premises shall be managed to minimise causing nuisance.

Details of public transport in the vicinity and how customers will be advised in respect of it

The management of taxis to and from the premises

The management of any 'winding down' period at the premises

The use of security and stewarding in respect of managing customer dispersal from the premises

Details of any cloakroom facility at the premises and how it is managed

Road safety in respect of customers leaving the premises

Management of ejections from the premises

Management of staff dispersal from the premises late at night / in the early morning

Details of how refuse / waste in the local vicinity arising through the operation of the premises will be cleared up

The dispersal policy shall be kept / be accessible at the premises at all times that the premises are in use and shall be made immediately available to officers of the council or police on request. All staff at the premises shall be trained in respect of the dispersal policy, shall be aware of where it is kept / how it is accessed and shall have access to it at all times that the premises are in operation. Records of staff training in regards to the dispersal policy shall be kept / be accessible at the premises at all times

that the premises are in operation and shall be made immediately available to officers of the council or the police on request. Such training records shall include the capitalized name of the trainee and trainer, the date that the training was provided, a declaration that the training has been received and the signatures of the trainee and trainer.

Yours Sincerely,

Jeff Brown
Administration Manager

COPELAND PARK & BUSSEY BUILDING

From: McArthur, Wesley [<mailto:Wesley.McArthur@southwark.gov.uk>]
Sent: 08 February 2017 13:32
To: Tear, Jayne <Jayne.Tear@SOUTHWARK.GOV.UK>; Sharpe, Carolyn <Carolyn.Sharpe@southwark.gov.uk>; White Graham S - MD <Graham.S.White@met.pnn.police.uk>
Cc: 'Jeff Brown' <jeff@copelandpark.com>
Subject: RE: Licence Application

Hi All,

Further to Mr Brown's email as below, please confirm whether you withdraw your representations, thanks.

Regards,

Wesley McArthur

Principal Enforcement Officer

London Borough of Southwark

E-mail: wesley.mcarthur@southwark.gov.uk

General: licensing@southwark.gov.uk

Phone: 020 7525 5779

Fax: 020 7525 5705

Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2TZ

From: Graham.S.White@met.pnn.police.uk [<mailto:Graham.S.White@met.pnn.police.uk>]
Sent: Thursday, February 09, 2017 4:37 PM
To: McArthur, Wesley
Cc: Tear, Jayne; Sharpe, Carolyn
Subject: RE: Licence Application

Wes,

I am happy with proposal listed below and withdraw my objection.

Thanks

Graham

From: Sharpe, Carolyn **On Behalf Of** Public Health Licensing
Sent: Tuesday, November 29, 2016 1:47 PM
To: Regen, Licensing
Cc: Public Health Licensing
Subject: RE: RE: Jonathan Wilson & Lorelie Wilson - 133 Copeland Road LDO = 30/11/16

To whom it may concern:

Re: 133 Copeland Road, London SE15 3SN

On behalf of the Acting Director of Public Health for Southwark (a responsible authority under the Licensing Act 2003) I wish to make representation in respect of the above.

The representation is made in respect of the following licensing objective(s):

- The prevention of crime and disorder
- Prevention of public nuisance
- Public safety

General Comments

The applicant requests a license to serve alcohol on the premises between the hours of 11:00 and 23:30 Mondays to Sundays. This, establishment is located in the Peckham Cumulative Impact Policy area. In my opinion the applicant has not adequately rebutted the presumption that this premises will add to the cumulative impact of late night establishments on the licensing objectives stated above. Notwithstanding these concerns, the applicant has not provided a clear enough description of the premises and intended activities.

Recommendations

- Given the lack of clarity over the intended purpose of this establishment, I recommend this application be rejected.

If you have any further questions, please do not hesitate to contact me.

Yours faithfully,

Carolyn Sharpe
on behalf of Dr Jin Lim, Acting Director of Public Health

Carolyn Sharpe | carolyn.sharpe@southwark.gov.uk | 02075250025

Public Health Officer (People & Health Intelligence), London Borough of Southwark, 160 Tooley Street, London SE1 2QH

From: Jeff Brown [<mailto:jeff@copelandpark.com>]
Sent: Wednesday, February 08, 2017 1:28 PM
To: Tear, Jayne; Sharpe, Carolyn; Graham.S.White@met.pnn.police.uk
Cc: McArthur, Wesley; Lorelie Wilson; Nick Frow
Subject: Licence Application

Re: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

I can confirm the following in regards to the above application:

1. That live music, recorded music and plays have been removed from the application.

2. That the hours sought for licensable activities in the application have been amended to:

<i>Supply of alcohol:</i>	<i>Monday to Sunday</i>	<i>12:00 – 23:30</i>
<i>Films</i>	<i>Monday to Sunday</i>	<i>12:00 – 23:30</i>
<i>Opening hours</i>	<i>Monday to Sunday</i>	<i>12:00 – 00:00</i>

3. That the premises is to be a street food venue with various and changing food vendors providing food at the premises and a licensed bar to provide on sales of alcohol only. The premises are not a bar, nightclub, off licence, grocer, supermarket, convenience store or similar type of premises. The operation of the premises is food led with ancillary sales of alcohol to complement the food offering. Moveable tables and chairs are provided at the premises

4. That we agree to the following conditions recommended by the police:

a) That a CCTV system shall be installed at the premises, be maintained in full working order and be continually recording at all times the premises are in use under the licence. The CCTV system must be capable of capturing a clear facial image of every person who enters the licenced area and all areas used for licensable activities.

b) All CCTV footage be kept for a period of 31 days and shall on request be made immediately available to officers of the police and the council. There will be at least one person on duty at all times that is familiar with the operation of the CCTV and able to download the footage upon request.

c) That all staff involved in the sale of alcohol are trained in their responsibilities under the Licensing act 2003 the terms and conditions of this licence. Records pertaining to such training shall be kept, be updated every 6 months and shall be made immediately available to officers of the police and the council upon request.

d) That minimum of one SIA registered door supervisor will be on duty between 19.00 hours and the premises' closing time when the premises are in operation. The SIA registered door supervisor(s) will be employed until the end of business and all patrons have vacated the premises. SIA registered door supervisor(s) will be employed to monitor admission and re-admissions to the premises, provide security, screen entrants to the premises and dealing with conflict within the venue.

e) That suitable notices shall be displayed requesting people to leave the premises in a quiet and orderly manner so as not to disturb local residents

5. That further to the Licensing Responsible Authority's objection we wish to add the following conditions to the application:

a) That a comprehensive dispersal policy in regards to both customers and staff shall be devised in respect of the premises. The dispersal policy shall include (but not necessarily be limited to) the following topics:

Details as to how customer / staff egress at the premises shall be managed to minimise causing nuisance.

Details of public transport in the vicinity and how customers will be advised in respect of it

*The management of taxis to and from the premises
 The management of any 'winding down' period at the premises
 The use of security and stewarding in respect of managing customer dispersal from the premises
 Details of any cloakroom facility at the premises and how it is managed
 Road safety in respect of customers leaving the premises
 Management of ejections from the premises
 Management of staff dispersal from the premises late at night / in the early morning
 Details of how refuse / waste in the local vicinity arising through the operation of the premises will be cleared up*

The dispersal policy shall be kept / be accessible at the premises at all times that the premises are in use and shall be made immediately available to officers of the council or police on request. All staff at the premises shall be trained in respect of the dispersal policy, shall be aware of where it is kept / how it is accessed and shall have access to it at all times that the premises are in operation. Records of staff training in regards to the dispersal policy shall be kept / be accessible at the premises at all times that the premises are in operation and shall be made immediately available to officers of the council or the police on request. Such training records shall include the capitalized name of the trainee and trainer, the date that the training was provided, a declaration that the training has been received and the signatures of the trainee and trainer.

Yours Sincerely,

Jeff Brown
 Administration Manager

**COPELAND PARK &
 BUSSEY BUILDING**

From: McArthur, Wesley [<mailto:Wesley.McArthur@southwark.gov.uk>]
Sent: 08 February 2017 13:32
To: Tear, Jayne <Jayne.Tear@SOUTHWARK.GOV.UK>; Sharpe, Carolyn <Carolyn.Sharpe@southwark.gov.uk>; White Graham S - MD <Graham.S.White@met.pnn.police.uk>
Cc: 'Jeff Brown' <jeff@copelandpark.com>
Subject: RE: Licence Application

Hi All,

Further to Mr Brown's email as below, please confirm whether you withdraw your representations, thanks.

Regards,

Wesley McArthur

Principal Enforcement Officer

London Borough of Southwark

E-mail: wesley.mcarthur@southwark.gov.uk

General: licensing@southwark.gov.uk

Phone: 020 7525 5779

Fax: 020 7525 5705

Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2TZ

From: Sharpe, Carolyn
Sent: Thursday, February 09, 2017 4:42 PM
To: McArthur, Wesley; Tear, Jayne; Graham.S.White@met.pnn.police.uk
Cc: 'Jeff Brown'
Subject: RE: Licence Application

Hi Wesley,

Given the proximity of this venue to local residents and the complaints we have had relating to other venues in the area, I feel I would need an accommodation limit before making a decision.

Thanks,
Carolyn

From: Jeff Brown
Sent: Friday, February 10, 2017 11:55 AM
To: Sharpe, Carolyn
Cc: McArthur, Wesley; Tear, Jayne; Graham.S.White@met.pnn.police.uk
Subject: Re: Licence Application

Good Morning,

With regards to your request, we agree to the following condition:

5.(b). That the total number of persons permitted at the premises at any one time (including staff) shall not exceed 899 persons at any time.

Kind Regards

Jeff Brown
Administration Manager

Jeff Brown
Administration Manager


From: Sharpe, Carolyn
Sent: Friday, February 10, 2017 12:36 PM
To: Jeff Brown
Cc: McArthur, Wesley; Tear, Jayne
Subject: RE: Licence Application

Thanks Jeff.

My concerns are that this is a very large venue located in the proximity of local residents. You are also located within the cumulative impact policy area and I would argue that the policy would apply to your venue. I will consider this further and get back to you.

Best wishes,
Carolyn

Carolyn Sharpe | carolyn.sharpe@southwark.gov.uk | 02075250025
Public Health Officer (People & Health Intelligence), London Borough of Southwark, 160 Tooley Street, London SE1 2QH

From: Sharpe, Carolyn
Sent: Wednesday, February 22, 2017 1:50 PM
To: McArthur, Wesley; Tear, Jayne
Subject: RE: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

Hi Wesley,

I don't think I am in a position to withdraw given the location and capacity. This is also an area with persistent complains from local residents.

I think I would prefer the LSC to decide.

Best wishes,
Carolyn

From: McArthur, Wesley
Sent: Wednesday, February 22, 2017 1:52 PM
To: Sharpe, Carolyn; Tear, Jayne
Subject: RE: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

Hi Carolyn,

Do you have any recommendations in regards to further conditions or the capacity of the premises?

Regards,

Wesley McArthur

Principal Enforcement Officer
London Borough of Southwark

E-mail: wesley.mcarthur@southwark.gov.uk

General: licensing@southwark.gov.uk

Phone: 020 7525 5779

Fax: 020 7525 5705

Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2TZ

From: McArthur, Wesley
Sent: Friday, April 21, 2017 4:45 PM
To: Sharpe, Carolyn; Tear, Jayne
Cc: 'Jeff Brown'
Subject: RE: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

Hi Jayne / Carolyn,

I've re-booked the hearing in respect of the above application for 18 May 2017.

I've spoken to the licensee's representative, Jeff Brown, today. Mr Brown stated that he is open to amending the accommodation limit significantly and discussing further conditions to facilitate conciliation. I've advised Mr Brown to contact you directly (which he stated he has attempted to do) and have I've copied him into this email.

Should you reach any agreement with Mr Brown prior to the hearing please copy me into it.

Regards,

Wesley McArthur

Principal Enforcement Officer
London Borough of Southwark

E-mail: wesley.mcarthur@southwark.gov.uk

General: licensing@southwark.gov.uk

Phone: 020 7525 5779

Fax: 020 7525 5705

Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2QH

From: Sharpe, Carolyn

Sent: Tuesday, April 25, 2017 4:44 PM

To: McArthur, Wesley; Tear, Jayne

Cc: 'Jeff Brown'

Subject: RE: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

Thanks Wesley,

Public Health have concerns regarding the hours of alcohol sales requested and also the capacity of the venue. Mr Brown, since this is an application in a CIZ it is up to you to rebut the presumption that this venue will add to the cumulative impact of alcohol related harms in the local area. Please can you outline specify what accommodation limit and conditions you are proposing. Feel free to call me on 020 7525 0025 if its easier.

Best wishes,
Carolyn

Carolyn Sharpe | carolyn.sharpe@southwark.gov.uk | 02075250025 | 07733307539

Public Health Policy Officer (People & Health Intelligence), London Borough of Southwark, 160 Tooley Street, London SE1 2QH

MEMO: Licensing Unit

To	Licensing Unit	Date	30 November 2016	
Copies				
From	Jayne Tear	Telephone	020 7525 0396	Fax
Email	jayne.tear@southwark.gov.uk			

Subject Re: Jonathon Wilson & Lorelie Wilson, Unit 8, 133 Copeland Road, London 3SN
 – Application for a premises licence

I write with regards to the above application for a premises licence submitted by Jonathon Wilson & Lorelie Wilson under the Licensing Act 2003, which seeks the following licensable activities:

- Plays; films, live music, recorded music (all indoors) on Monday to Sunday from 12:00 to 00:00
- Supply of alcohol (on the premises) on Monday to Sunday from 12:00 to 23:30
- Overall opening times shall be on Monday to Sunday from 12:00 to 00:00

The premises is described as a '*a warehouse space within the Copeland road industrial estate*'

My representation is based on the Southwark Statement of Licensing policy 2016 – 2020 and relates to the licensing objectives for the prevention of crime and disorder and the prevention of public nuisance.

The operating schedule is does not offer any control measures to promote the prevention of crime and disorder or the prevention of public nuisance.

Section six of the policy (from page 32) deals with Southwark's local cumulative impact policies. This premises sits in the Peckham policy area as defined in paragraph 135 of the policy and, as a drinking establishment with a bar this premises falls into the class of premises in 136 of the policy.

Therefore under 119 of the policy there is a rebuttable presumption that applications for new premises licences that are likely to add to the existing cumulative impact will normally be refused or subject to certain limitations. In such circumstances, it is for the applicant to demonstrate that the application will not, if granted, further contribute to the negative local cumulative impact on any one or more of the licensing objectives.

The applicant has not addressed the presumption to refuse this application within the operating schedule. I would recommend refusal of this application unless the applicant can

demonstrate that the premises will not contribute to crime and disorder and public nuisance within the policy area.

Should the applicant provide further details within the operating schedule that members consider sufficient to prevent the operation of the premises contributing to crime and disorder and public nuisance within the policy area I would be in a position to withdraw my representation.

To address my concerns I ask the applicant to provide the following further information and to consider amending the application to promote the licensing objectives:

- That an accommodation limit of the premises is provided with details of how that will be controlled.
- To provide a written dispersal policy for the premises.

I therefore submit this representation and welcome any discussion with the applicant to consider the above representation

Southwark's Statement of Licensing Policy 2016 – 2020 can be found on the following link:

[http://www.southwark.gov.uk/downloads/download/4399/licensing_act_2003 -
_southwark_statement_of_licensing_policy_2016 - 2020](http://www.southwark.gov.uk/downloads/download/4399/licensing_act_2003_-_southwark_statement_of_licensing_policy_2016_-_2020)

Jayne Tear
Principal Licensing officer
In the capacity of the Licensing Responsible Authority

From: Jeff Brown
Sent: Wednesday, February 08, 2017 1:28 PM
To: Tear, Jayne; Sharpe, Carolyn; Graham.S.White@met.pnn.police.uk
Cc: McArthur, Wesley; Lorelie Wilson; Nick Frow
Subject: Licence Application

Re: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

I can confirm the following in regards to the above application:

1. That live music, recorded music and plays have been removed from the application.

2. That the hours sought for licensable activities in the application have been amended to:

<i>Supply of alcohol:</i>	<i>Monday to Sunday</i>	<i>12:00 – 23:30</i>
<i>Films</i>	<i>Monday to Sunday</i>	<i>12:00 – 23:30</i>
<i>Opening hours</i>	<i>Monday to Sunday</i>	<i>12:00 – 00:00</i>

3. That the premises is to be a street food venue with various and changing food vendors providing food at the premises and a licensed bar to provide on sales of alcohol only. The premises are not a bar, nightclub, off licence, grocer, supermarket, convenience store or similar type of premises. The operation of the premises is food led with ancillary sales of alcohol to complement the food offering. Moveable tables and chairs are provided at the premises

4. That we agree to the following conditions recommended by the police:

a) That a CCTV system shall be installed at the premises, be maintained in full working order and be continually recording at all times the premises are in use under the licence. The CCTV system must be capable of capturing a clear facial image of every person who enters the licenced area and all areas used for licensable activities.

b) All CCTV footage be kept for a period of 31 days and shall on request be made immediately available to officers of the police and the council. There will be at least one person on duty at all times that is familiar with the operation of the CCTV and able to download the footage upon request.

c) That all staff involved in the sale of alcohol are trained in their responsibilities under the Licensing act 2003 the terms and conditions of this licence. Records pertaining to such training shall be kept, be updated every 6 months and shall be made immediately available to officers of the police and the council upon request.

d) That minimum of one SIA registered door supervisor will be on duty between 19.00 hours and the premises' closing time when the premises are in operation. The SIA registered door supervisor(s) will be employed until the end of business and all patrons have vacated the premises. SIA registered door supervisor(s) will be employed to monitor admission and re-admissions to the premises, provide security, screen entrants to the premises and dealing with conflict within the venue.

e) That suitable notices shall be displayed requesting people to leave the premises in a quiet and orderly manner so as not to disturb local residents

5. That further to the Licensing Responsible Authority's objection we wish to add the following conditions to the application:

a) That a comprehensive dispersal policy in regards to both customers and staff shall be devised in respect of the premises. The dispersal policy shall include (but not necessarily be limited to) the following topics:

Details as to how customer / staff egress at the premises shall be managed to minimise causing nuisance.

Details of public transport in the vicinity and how customers will be advised in respect of it

*The management of taxis to and from the premises
 The management of any 'winding down' period at the premises
 The use of security and stewarding in respect of managing customer dispersal from the premises
 Details of any cloakroom facility at the premises and how it is managed
 Road safety in respect of customers leaving the premises
 Management of ejections from the premises
 Management of staff dispersal from the premises late at night / in the early morning
 Details of how refuse / waste in the local vicinity arising through the operation of the premises will be cleared up*

The dispersal policy shall be kept / be accessible at the premises at all times that the premises are in use and shall be made immediately available to officers of the council or police on request. All staff at the premises shall be trained in respect of the dispersal policy, shall be aware of where it is kept / how it is accessed and shall have access to it at all times that the premises are in operation. Records of staff training in regards to the dispersal policy shall be kept / be accessible at the premises at all times that the premises are in operation and shall be made immediately available to officers of the council or the police on request. Such training records shall include the capitalized name of the trainee and trainer, the date that the training was provided, a declaration that the training has been received and the signatures of the trainee and trainer.

Yours Sincerely,

Jeff Brown
 Administration Manager

**COPELAND PARK &
 BUSSEY BUILDING**

From: McArthur, Wesley [<mailto:Wesley.McArthur@southwark.gov.uk>]
Sent: 08 February 2017 13:32
To: Tear, Jayne <Jayne.Tear@SOUTHWARK.GOV.UK>; Sharpe, Carolyn <Carolyn.Sharpe@southwark.gov.uk>; White Graham S - MD <Graham.S.White@met.pnn.police.uk>
Cc: 'Jeff Brown' <jeff@copelandpark.com>
Subject: RE: Licence Application

Hi All,

Further to Mr Brown's email as below, please confirm whether you withdraw your representations, thanks.

Regards,

Wesley McArthur

Principal Enforcement Officer

London Borough of Southwark

E-mail: wesley.mcarthur@southwark.gov.uk

General: licensing@southwark.gov.uk

Phone: 020 7525 5779

Fax: 020 7525 5705

Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2TZ

From: Jeff Brown
Sent: Friday, February 10, 2017 11:55 AM
To: Sharpe, Carolyn
Cc: McArthur, Wesley; Tear, Jayne; Graham.S.White@met.pnn.police.uk
Subject: Re: Licence Application

Good Morning,

With regards to your request, we agree to the following condition:

5.(b). That the total number of persons permitted at the premises at any one time (including staff) shall not exceed 899 persons at any time.

Kind Regards

Jeff Brown
Administration Manager

Jeff Brown
Administration Manager
[REDACTED]

From: Tear, Jayne
Sent: Friday, February 10, 2017 1:31 PM
To: 'Jeff Brown'
Cc: McArthur, Wesley
Subject: RE: Licence Application

Dear Mr Brown,

With reference to my representation attached.

Could you please send me your written dispersal policy for the premises. It is now my understanding that the premises is to be an indoor market providing food, alcohol (on sales) and films.

899 people is a large amount of people and to address the four licensing objectives, in particular the prevention of crime and disorder and the prevention of public nuisance in an already saturated area I would need to be reassured that the operation does not have a negative impact on those objectives.

I may be suggesting that you decrease the accommodation limit and the hours of operation/and to add further conditions, but would first like to see your written dispersal policy before I make any further comments,

With kind regards

Jayne

Jayne Tear - Principal Licensing Officer

Southwark Council | Licensing Unit

160 Tooley Street | London | SE1 2QH

Direct line 020 7525 0396 | Fax 020 7525 5735 | Call Centre 020 7525 2000

From: Jeff Brown
Sent: Friday, February 10, 2017 4:30 PM
To: McArthur, Wesley
Cc: Lorelie Wilson; Nick Frow
Subject: Fwd: Licence Application

Wesley,

FYI, Please see our dispersal policy sent to Jayne as requested.

Regards

Jeff Brown
 Administration Manager

Unit 8 Dispersal Policy

Car Parking

Copeland Park has 33 parking spaces on site. Some of these are provided to tenants as part of their lease agreements. The remaining car parking spaces are used as a car park used primarily by tenants, visitors and also the general public. Car number plates are recorded by the gate office and a log of which vehicles and their arrival/departure time is kept by the gate office.

For site based events, such as farmers markets and street food festivals 48 hours written notice will be provided to tenants to remind them that their car parking space is not available for use during the specific hours of the event.

Depending upon the scale of any event different parts of the site will require restrictions on vehicle parking and vehicle movements.

Vehicle Access

Vehicle access is via the manned gate on Copeland Road with vehicle registration numbers recorded on a paper register and monitored by Closed Circuit Television (CCTV) system.

A speed limit of 5 miles per hour is imposed throughout the site though signage and verbal direction at the security gate.

Emergency Vehicle access throughout the site will be maintained both during events and on normal working days. The main access would be through the vehicle access on Copeland Road with provision provided for Emergency Vehicle access both to the Bussey Building and to the Western end of the Vehicle passageway. Emergency access is also available through the entrance on Bournemouth Road. All incidents and emergency vehicle call-outs are to be reported to the security hut.

Cycle Use

There are a number of cycle racks on the Copeland Park site. These are located in areas with CCTV coverage and in high pedestrian traffic areas. The car parking and common areas of the site are well lit during night time hours. The cycle racks are for the use of tenants, customers and visitors to the site. Cycles are subject to the 5mph speed restriction on site.

**COPELAND PARK &
 BUSSEY BUILDING**
 ARTS • BUSINESS • COMMUNITY

Copeland Park
 Copeland House
 133 Copeland Road
 Peckham
 London SE15 3SN

020 7635 0000
info@copelandpark.com
www.copelandpark.com

Pedestrian Access

Pedestrians can access the site from two entrances the first being from the Copeland Road entrance and follow the painted pathway marking out the safe area to walk along the Vehicle passageway.

The second pedestrian access is through the Rye Lane entrance. From entering through the Rye Lane entrance pedestrians can then walk down past the Bussey Building and enter the Copeland Park Courtyard though Car Park A.

Day to day pedestrian access to the numerous occupiers is principally via the Rye Lane entrance with pedestrians then walking through the Bussey Courtyard and down Bussey Alleyway to enter the rest of the site though car park A, allowing them access to the occupiers located on the South side of Copeland Park.

Occupiers are made aware that they and their guests should arrive at Copeland Park via foot or the many public transport options located around Copeland Park. Copeland Park's own website offers an interactive map showing both Copeland Park and the many public transport options nearby. In both digital and print media Peckham Rye Train and Overground Station is often mentioned as the best way to arrive at Copeland Park.

Public Transport

Gate staff and security staff will direct exiting pedestrians towards Rye Lane and notices/leaflets will be available with local taxi numbers (all local companies will be advised when a major event is taking place), locations of bus stops and directions to Rye Lane overground station. Taxi companies and customers will be advised on safe collection points with safe lighting, CCTV coverage and with enough distance from residents.

Wind Down Period

During events with alcohol sales, traders will be advise to reduce service points and reallocate staff to glass/refuse collection, this will assist in customer departure. Any music being played will be slowed down and volume reduced, lighting levels manipulated to encourage customers leaving.

Safety

All steward and security staff are SIA licensed therefore fully trained in customer dispersal and if needs be ejection. All staff will be trained and aware in this policy and this will be documented in their HR files. Hi Viz clothing and SIA licenses will show customers their point of contact for any aspects of safety. Security stewards will prompt customers to disperse quietly disposing of any bottles/glassware if applicable and shepherd people towards safe departure points.

External lighting will be switched on during this period without disruption to local residents and avoiding light pollution but allowing for expansive CCTV coverage.

Using signage and announcements all customers will be advised to keep noise to a minimum and to respect the local residents.

Litter

Extra bins and recycling points will be made available during major events. NO litter, bottles, glassware or food cartons/packages will be taken out of Copeland Park.

From: McArthur, Wesley

Sent: Wednesday, February 22, 2017 12:20 PM

To: Tear, Jayne; Sharpe, Carolyn

Subject: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

Hi Both,

Do either of you have any further comments re the above?

Regards,

Wesley McArthur

Principal Enforcement Officer
London Borough of Southwark

E-mail: wesley.mcarthur@southwark.gov.uk

General: licensing@southwark.gov.uk

Phone: 020 7525 5779

Fax: 020 7525 5705

Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2TZ

APPENDIX C

From: McArthur, Wesley
Sent: Friday, April 21, 2017 5:12 PM
To: 'Jeff Brown'
Subject: Application for a premises licence - Unit 8, 133 Copeland Road, London, SE15 3SN (our ref: L1U 856094)

Hi Jeff,

Please find attached a hearing notification in respect of the above application and guidance to the hearing procedure. Also attached is this council's Statement of Licensing Policy which is referred to in the outstanding representations. You can reply to the notification via email.

I advise you to contact Jayne and Carolyn directly to facilitate conciliation. If you reach any agreement(s) with them please copy me in.

On another matter, the time limit to hold the hearing in respect of the application has been extended until 18 May 2017 under section 11 of The Licensing Act 2003 (Hearings) Regulations 2005 as it is in the public interest to do so in that it was expected that the application would be determined by conciliating the representations and therefore negating the requirement for a hearing.

Regards,

Wesley McArthur

Principal Enforcement Officer
London Borough of Southwark

E-mail: wesley.mcarthur@southwark.gov.uk

General: licensing@southwark.gov.uk

Phone: 020 7525 5779

Fax: 020 7525 5705

Address: Licensing, Health & Safety, Hub 1, 3rd Floor, 160 Tooley Street, SE1 2QH

From: [REDACTED]
Sent: Thursday, May 11, 2017 9:49 AM
To: McArthur, Wesley
Subject: Licence Application: Unit 8, 133 Copeland Road, London, SE15 3SN

Wesley,

In regards to our licence application, we request that the time limit to hold the hearing in respect of the application be further extended under section 11 of The Licensing Act 2003 (Hearings) Regulations 2005 as it is in the public interest to do so to allow further time to facilitate conciliation of the representations and therefore possibly negate the requirement for, and costs involved of, a hearing.

We wish to speak with all parties again to discuss any requests/issues they have, and we also have new plans for the purpose of the space.

Any decision to postpone has no affect on the public and does not undermine the application process in anyway.

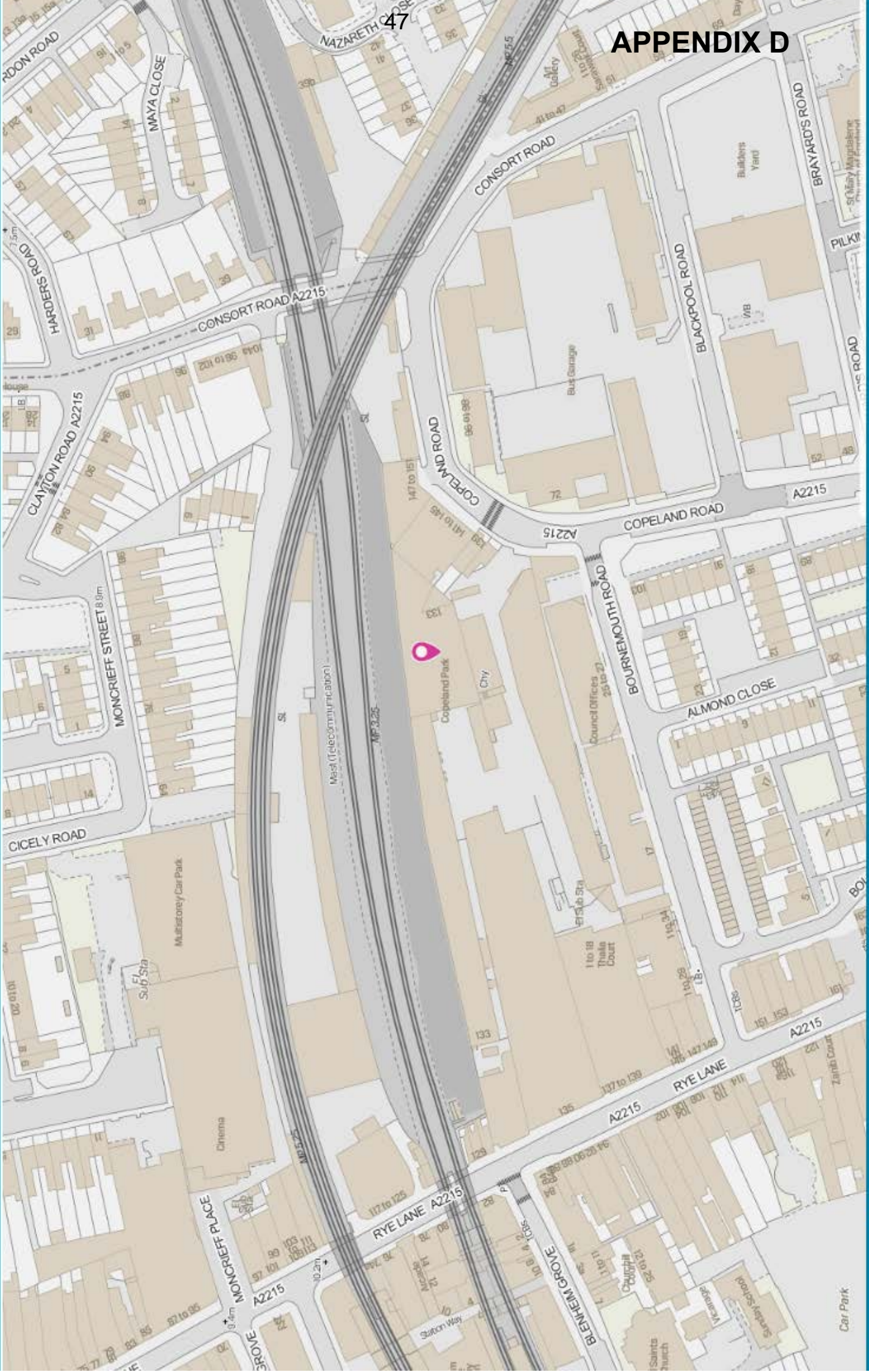
Kind Regards

Jeff Brown
Administration Manager
[REDACTED]

**COPELAND PARK &
BUSSEY BUILDING**

APPENDIX D

47



UNIT 8, 133, COPELAND ROAD, SE15 3SN



28-Apr-2017

Scale = 1:323,000

50 m



Item No. 6.	Classification: Open	Date: 28 June 2017	Meeting Name: Licensing Sub-Committee
Report Title		Licensing Act 2003: Shell UK Oil Products Limited t/a Shell Crystal Palace, 4 Crystal Palace Parade, London SE19 1UN	
Ward(s) of group(s) affected		College	
From		Strategic Director of Environment and Social Regeneration	

RECOMMENDATION

1. That the licensing sub-committee considers an application made by Shell UK Oil Products Limited (t/a Shell Crystal Palace) applied for a premises licence to be granted under the Licensing Act 2003 in respect of the premises known as Shell Crystal Palace, 4 Crystal Palace Parade, London SE19 1UN.
2. Notes:
 - a) This application forms a new application for a premises licence, submitted under Section 17 of the Licensing Act 2003. The application is subject to a representation from a responsible authority and is therefore referred to the sub-committee for determination.
 - b) Paragraphs 8 to 11 of this report provide a summary of the application under consideration by the sub-committee. A copy of the full application is attached as Appendix A.
 - c) Paragraphs 12 to 14 of this report deal with the representation submitted in respect of the application. A copy of the representations submitted by The Metropolitan Police Service and the Council's public health department are attached to this report in Appendix B. A map showing the location of the premises is attached to this report as Appendix C.
 - d) A copy of the council's approved procedure for hearings of the sub-committee in relation to an application made under the Licensing Act 2003, along with a copy of the hearing regulations, has been circulated to all parties to the meeting.

BACKGROUND INFORMATION

The Licensing Act 2003

3. The Licensing Act 2003 provides a licensing regime for:
 - The sale of and supply of alcohol
 - The provision of regulated entertainment
 - The provision of late night refreshment.
4. Within Southwark, the licensing responsibility is wholly administered by this council.

5. The Act requires the licensing authority to carry out its functions under the Act with a view to promoting the four stated licensing objectives. These are:
 - The prevention of crime and disorder
 - The promotion of public safety
 - The prevention of nuisance
 - The protection of children from harm.

6. In carrying out its licensing functions, a licensing authority must also have regard to
 - The Act itself
 - The guidance to the act issued under Section 182 of the Act
 - Secondary regulations issued under the Act
 - The licensing authority's own statement of licensing policy
 - The application, including the operating schedule submitted as part of the application
 - Relevant representations.

7. The premises licence application process involves the provision of all relevant information required under the Act to the licensing authority with copies provided by the applicant to the relevant responsible bodies under the Act. The application must also be advertised at the premises and in the local press. The responsible authorities and other persons within the local community may make representations on any part of the application where relevant to the four licensing objectives.

KEY ISSUES FOR CONSIDERATION

The premises licence application

8. On 8 May 2017 Shell UK Oil Products Limited applied to this council for the grant of a premises licence in respect of Shell Crystal Palace, 4 Crystal Palace Parade, London, SE19 1UN.. The premises are described in an addendum to the application in the application as:

'...a well-established convenience store which is due to undergo refurbishment later this year. The site trades under Shell UK Oil Products Limited and is operated by Thiru Cluster Limited. There are no facilities on site for the maintenance and/or sale of motor vehicles.

The convenience store will have retail area of approximately 750 sq ft. The purpose built store has been designed to serve both the local community along with passing trade. The convenience store operates 24 hours per day, seven days per week under the company's own format. The store stocks a range of fresh foods and dairy produce, groceries and other domestic products and will also offer 'express' lunch facilities. In addition dry fuel products such as BBQ charcoal/kindling/logs will be available. Off sales are a standard and expected feature of the convenience store service.'

9. The application and is summarised as follows:

The supply by retail of alcohol (off sales only)

- Monday to Sunday 24 hours per day

Opening hours

- Monday to Sunday 24 hours per day.
10. The proposed designated premises supervisor of the premises is Gowribalan Rajanayagam who has a personal licence by London Borough of Lewisham.
 11. The premises licence application form provides the applicant's operating schedule. Parts A, B, C, E, F, G, H, I, J, K, L, and M of the operating schedule set out the proposed licensable activities, operating hours and operating control measures in full, with reference to the four licensing objectives as stated in the Licensing Act 2003. Should a premises licence be issued in respect of the application the information provided in part M of the operating schedule will form the basis of conditions that will be attached to any licence granted subsequent to the application. A copy of the application is attached to this report in Appendix A.

Representations from responsible authorities

12. A representation has been submitted by the Metropolitan Police Service (Licensing Unit). The representation has been made under the licensing objective of the prevention of crime and disorder and the prevention of public nuisance due to presiding concerns in relation to the operation of a 24hours off licence. A terminal hour of 23:00 has been requested, in line with the Southwark Licensing Policy. A copy of the representation is attached to this report in Appendix B.
13. A representation has been submitted by this council's public health authority. The representation has been made under the licensing objectives of the prevention crime and disorder, the prevention of public nuisance and public safety due to concerns in relation to the availability of alcohol 24 hours per day and the associated potential for the premises becoming a 'hot spot' for alcohol related crime. A terminal hour of 23:00 has been requested, in line with the Southwark licensing policy. A copy of the representation is attached to this report in Appendix B.

Representations from other persons

14. No other representations have been received.

Conciliation

15. The applicant's agent was sent copies of the representations that were submitted. At the time that this report went to print, the applicant and the objectors had not formally mediated.

Premises history

16. This is a brand new premises, with no former history of having been licensed previously.
17. There is no history of complaints associated with the premises received by the Licensing Authority.

Map

18. A map showing the location of the premises is attached to this report as Appendix C. There are no licensed premises in the immediate vicinity of the premises. The nearest licensed premises within the borders of London Borough of Southwark is more than half a kilometre away (as the crow flies), by Gipsy Hill Station.

Southwark council statement of licensing policy

19. Council assembly approved Southwark's statement of licensing policy 2016 to 20 on 25 November 2015. The policy came into effect on 1 January 2016. Sections of the statement that are considered to be of particular relevance to the sub-committee's consideration are:
- Section 3 - Purpose and scope of the policy. This reinforces the four licensing objectives and the fundamental principles upon which this authority relies in determining licence applications.
 - Section 5 - Determining applications for premises licences and club premises certificates. This explains how the policy works and considers issues such as location; high standards of management; and the principles behind condition setting.
 - Section 6 - Local cumulative impact policies. This sets out this authority's approach to cumulative impact and defines the boundaries of the current special policy areas and the classifications of premises to which they apply. To be read in conjunction with Appendix B to the policy.
 - Section 7 - Hours of operation. This provides a guide to the hours of licensed operation that this authority might consider appropriate by type of premises and (planning) area classification.
 - Section 8 - The prevention of crime and disorder. This provides general guidance on the promotion of the first licensing objective.
 - Section 9 - Public safety. This provides general guidance on the promotion of the second licensing objective.
 - Section 10 - The prevention of nuisance. This provides general guidance on the promotion of the third licensing objective.
 - Section 11 - The protection of children from harm. This provides general guidance on the promotion of the fourth licensing objective.
20. The purpose of Southwark's statement of licensing policy is to make clear to applicants what considerations will be taken into account when determining applications and should act as a guide to the sub-committee when considering the applications. However, the sub-committee must always consider each application on its own merits and allow exceptions to the normal policy where these are justified by the circumstances of the application.
21. Within Southwark's statement of licensing policy, the premises are identified as being outside of a cumulative impact zone and inside a residential area. Relevant closing

times recommended in the statement of licensing policy for off licences, and alcohol sales in grocers and supermarkets is as follows:

- Monday to Sunday 23:00.

Resource implications

22. A fee of £315.00 has been paid by the applicant company in respect of this application being the statutory fee payable for premises within non-domestic rateable value bands D/E.

Consultation

23. Consultation has been carried out on this application in accordance with the provisions of the Licensing Act 2003. A public notice was published in a local newspaper and similar notices were exhibited outside of the premises for a period of 28 consecutive days.

Community impact statement

24. Each application is required by law to be considered upon its own individual merits with all relevant matters taken into account.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of Law and Democracy

25. The sub-committee is asked to determine the application for a premises licence under section 17 of the Licensing Act 2003.
26. The principles which sub-committee members must apply are set out below.

Principles for making the determination

27. The general principle is that applications for premises licence applications must be granted unless relevant representations are received. This is subject to the proviso that the applicant has complied with regulations in advertising and submitting the application.
28. Relevant representations are those which:
- Are about the likely effect of the granting of the application on the promotion of the licensing objectives
 - Are made by an interested party or responsible authority
 - Have not been withdrawn
 - Are not, in the opinion of the relevant licensing authority, frivolous or vexatious
29. If relevant representations are received then the sub-committee must have regard to them, in determining whether it is necessary for the promotion of the licensing objectives to:
- To grant the licence subject to:

- The conditions mentioned in section 18 (2)(a) modified to such extent as the licensing authority considers necessary for the promotion of the licensing objectives
 - Any condition which must under section 19, 20 or 21 be included in the licence
- To exclude from the scope of the licence any of the licensable activities to which the application relates
 - To refuse to specify a person in the licence as the premises supervisor
 - To reject the application.

Conditions

30. The sub-committee's discretion is thus limited. It can only modify the conditions put forward by the applicant, or refuse the application, if it is necessary to do so. Conditions must be necessary and proportionate for the promotion of one of the four licensing objectives, and not for any other reason. Conditions must also be within the control of the licensee, and should be worded in a way which is clear, certain, consistent and enforceable.
31. The four licensing objectives are:
- The prevention of crime and disorder
 - Public safety
 - The prevention of nuisance
 - The protection of children from harm.
32. Members should note that each objective is of equal importance. There are no other licensing objectives, and the four objectives are paramount considerations at all times.
33. Conditions will not be necessary if they duplicate a statutory position. Conditions relating to night café and take away aspect of the license must relate to the night time operation of the premises and must not be used to impose conditions which could not be imposed on day time operators.
34. Members are also referred to the Home Office revised guidance issued under section 182 of the Licensing Act 2003 on conditions, specifically section 10.

Reasons

35. If the sub-committee determines that it is necessary to modify the conditions, or to refuse the application for a premises licence application, it must give reasons for its decision.

Hearing procedures

36. Subject to the licensing hearing regulations, the licensing committee may determine its own procedures. Key elements of the regulations are that:
- The hearing shall take the form of a discussion led by the authority. Cross examination shall not be permitted unless the authority considered that it is required for it to consider the representations.

- Members of the authority are free to ask any question of any party or other person appearing at the hearing.
 - The committee must allow the parties an equal maximum period of time in which to exercise their rights to:
 - Address the authority
 - If given permission by the committee, question any other party.
 - In response to a point which the authority has given notice it will require clarification, give further information in support of their application.
 - The committee shall disregard any information given by a party which is not relevant to the particular application before the committee and the licensing objectives.
 - The hearing shall be in public, although the committee may exclude the public from all or part of a hearing where it considers that the public interest in doing so outweighs the public interest in the hearing, or that part of the hearing, taking place in private.
 - In considering any representations or notice made by a party the authority may take into account documentary or other information produced by a party in support of their application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing.
37. This matter relates to the determination of an application for a premises licence under section 17 of the Licensing Act 2003. Regulation 26(1) (a) requires the sub-committee to make its determination at the conclusion of the hearing.

Council's multiple roles and the role of the licensing sub-committee

38. Sub-committee members will note that, in relation to this application, the council has multiple roles. Council officers from various departments have been asked to consider the application from the perspective of the council as authority responsible respectively for environmental health, trading standards, health and safety and as the planning authority.
39. Members should note that the licensing sub-committee is meeting on this occasion solely to perform the role of licensing authority. The sub-committee sits in quasi-judicial capacity, and must act impartially. It must offer a fair and unbiased hearing of the application. In this case, members should disregard the council's broader policy objectives and role as statutory authority in other contexts. Members must direct themselves to making a determination solely based upon the licensing law, guidance and the council's statement of licensing policy.
40. As a quasi-judicial body the licensing sub-committee is required to consider the application on its merits. The sub-committee must take into account only relevant factors, and ignore irrelevant factors. The decision must be based on evidence, that is to say material, which tends logically to show the existence or non-existence of relevant facts, or the likelihood or unlikelihood of the occurrence of some future event, the occurrence of which would be relevant. The licensing sub-committee must give fair consideration to the contentions of all persons entitled to make representations to them.

41. The licensing sub-committee is entitled to consider events outside of the premises if they are relevant, i.e. are properly attributable to the premises being open. The proprietors do not have to be personally responsible for the incidents for the same to be relevant. However, if such events are not properly attributable to the premises being open, then the evidence is not relevant and should be excluded. Guidance is that the licensing authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public, living, working or engaged in normal activity in the area concerned.
42. Members will be aware of the council's code of conduct which requires them to declare personal and prejudicial interests. The code applies to members when considering licensing applications. In addition, as a quasi-judicial body, members are required to avoid both actual bias, and the appearance of bias.

The sub-committee can only consider matters within the application that have been raised through representations from other persons and responsible authorities. Other persons must live in the vicinity of the premises. This will be decided on a case to case basis.

43. Under the Human Rights Act 1998, the sub-committee needs to consider the balance between the rights of the applicant and those making representations to the application when making their decision. The sub-committee has a duty under section 17 Crime and Disorder Act 1998 when making its decision to do all it can to prevent crime and disorder in the borough.
44. Other persons, responsible authorities and the applicant have the right to appeal the decision of the sub-committee to the magistrates' court within a period of 21 days beginning with the day on which the applicant was notified by the licensing authority of the decision to be appealed against.

Guidance

45. Members are required to have regard to the Home Office revised guidance in carrying out the functions of licensing authority. However, guidance does not cover every possible situation, so long as the guidance has been properly and carefully understood, members may depart from it if they have reason to do so. Full reasons must be given if this is the case.

Strategic Director of Finance and Governance

46. The head of community safety and enforcement has confirmed that the costs of this process are borne by the service.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Licensing Act 2003 Home Office revised guidance to the Act Secondary Regulations Southwark statement of licensing Policy Case file	Southwark Licensing, C/O Community Safety and Enforcement, 160 Tooley Street, London, SE1 2QH	Kirty Read Tel: 020 7525 5748

APPENDICES

Name	Title
Appendix A	Application for a premises licence
Appendix B	Representations submitted by Responsible Authorities – the Metropolitan Police and the Council's Public Health Department
Appendix C	Map of the local area

AUDIT TRAIL

Lead Officer	Deborah Collins, Strategic Director of Environment and Social Regeneration	
Report Author	Andrew Heron, Principal Licensing Officer	
Version	Final	
Dated	13 June 2017	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments sought	Comments included
Director of Law and Democracy	Yes	Yes
Strategic Director of Finance and Governance	No	No
Cabinet Member	No	No
Date final report sent to Constitutional Team		16 June 2017

**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/We SHELL UK OIL PRODUCTS LIMITED

(Insert name(s) of applicant)

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			
SHELL CRYSTAL PALACE 4 CRYSTAL PALACE PARADE UPPER NORWOOD			
Post town	LONDON	Postcode	SE19 1UN
Telephone number at premises (if any)		[REDACTED]	
Non-domestic rateable value of premises		£64500	

Part 2 - Applicant details

Please state whether you are applying for a premises licence as Please tick as appropriate

- | | | |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | <input checked="" type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability) | <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 | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | 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 in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England 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 (by ticking yes to one box below):

- 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 <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
-----------------------------	------------------------------	-------------------------------	-----------------------------	--------------------------------	--

Surname		First names	
Date of birth over		I am 18 years old or <input type="checkbox"/> Please tick yes	
Nationality			
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 SHELL UK OIL PRODUCTS LIMITED
Address SHELL CENTRE LONDON SE1 7NA
Registered number (where applicable) 3625633
Description of applicant (for example, partnership, company, unincorporated association etc.) PRIVATE LIMITED COMPANY
Telephone number (if any) [REDACTED]
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
06	06	2017

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

PLEASE SEE ATTACHED OVERVIEW.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- 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 late night refreshment (if ticking yes, fill in box I)



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



In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)	Both	<input type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri			<u>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</u> (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)	Both	<input type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Thur					
Fri			<u>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</u> (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>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</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur					
Fri			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 (please read guidance note 6)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a 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 6)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	23.00	05.00	<u>Please give further details here</u> (please read guidance note 4) THE PROVISION OF HOT DRINKS AND HEATED SNACK FOODS (E.G SAUSAGE ROLLS, PANNINIS, PASTIES).		
Tue	23.00	05.00			
Wed	23.00	05.00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur	23.00	05.00			
Fri	23.00	05.00	<u>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</u> (please read guidance note 6)		
Sat	23.00	05.00			
Sun	23.00	05.00			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for <u>consumption – please tick</u> (please read guidance note 8)	On the premises	<input type="checkbox"/>
Day	Start	Finish		Off the premises	<input checked="" type="checkbox"/>
Mon	00.00	24.00	State any seasonal variations for the supply of alcohol (please read guidance note 5)	Both	<input type="checkbox"/>
Tue	00.00	24.00			
Wed	00.00	24.00			
Thur	00.00	24.00		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 (please read guidance note 6)	
Fri	00.00	24.00			
Sat	00.00	24.00			
Sun	00.00	24.00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name GOWRIBALAN RAJANAYAGAM	
Date of birth [REDACTED]	
Address [REDACTED]	
Postcode	[REDACTED]
Personal licence number (if known) [REDACTED]	
Issuing licensing authority (if known) LONDON BOROUGH OF LEWISHAM	

K

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 9).

NONE.

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	00.00	24.00	<p><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)</p>
Tue	00.00	24.00	
Wed	00.00	24.00	
Thur	00.00	24.00	
Fri	00.00	24.00	
Sat	00.00	24.00	
Sun	00.00	24.00	

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

The site will have in place a digital CCTV camera surveillance system. The system will only store relevant images so that images can be quickly viewed as images are captured from the cameras as soon as movement is detected. The system will record on motion activation only. Images will be retained for a period of no less than 31 days.

Access to the equipment and recordings will be provided to the Police or other relevant officers of a responsible authority within 24 hours of the request being made.

Contact details of the Retailer will be kept on site and made available to the Police or other relevant officers of a responsible authority for the purpose of obtaining access to the equipment and recordings.

A refusals log will be operated and maintained and will be produced to a relevant officer of the Police or other relevant officers of a responsible authority upon request.

An incident log will be operated and maintained and will be produced to a relevant officer of the Police or other relevant officers of a responsible authority upon request.

A Challenge 25 policy will be operated at the premise, acceptable forms of identification are a passport, photocard driving licence and PASS accredited identification card.

Spirits (with the exception of spirit mixers and pre mixed spirit drinks) will be located behind the counter.

b) The prevention of crime and disorder

The site will have in place a digital CCTV camera surveillance system. The system will only store relevant images so that images can be quickly viewed as images are captured from the cameras as soon as movement is detected. The system will record on motion activation only. Images will be retained for a period of no less than 31 days.

Access to the equipment and recordings will be provided to the Police or other relevant officers of a responsible authority within 24 hours of the request being made.

Contact details of the Retailer will be kept on site and made available to the Police or other relevant officers of a responsible authority for the purpose of obtaining access to the equipment and recordings.

Spirits (with the exception of spirit mixers and pre mixed spirit drinks) will be located behind the counter.

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available

for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

c) Public safety

The site will have in place a digital CCTV camera surveillance system. The system will only store relevant images so that images can be quickly viewed as images are captured from the cameras as soon as movement is detected. The system will record on motion activation only. Images will be retained for a period of no less than 31 days.

Access to the equipment and recordings will be provided to the Police or other relevant officers of a responsible authority within 24 hours of the request being made.

Contact details of the Retailer will be kept on site and made available to the Police or other relevant officers of a responsible authority for the purpose of obtaining access to the equipment and recordings.

d) The prevention of public nuisance

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

An incident log will be operated and maintained and will be produced to a relevant officer of the Police or other relevant officers of a responsible authority upon request.

e) The protection of children from harm

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

A refusals log will be operated and maintained and will be produced to a relevant officer of the Police or other relevant officers of a responsible authority upon request.

A Challenge 25 policy will be operated at the premise, acceptable forms of identification are a passport, photocard driving licence and PASS accredited identification card.

Spirits (with the exception of spirit mixers and pre mixed spirit drinks) will be located behind the counter.

Checklist:**Please tick to indicate agreement**

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have 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 designated 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.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).
--------------------	--

	<ul style="list-style-type: none"> The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
Signature	[REDACTED]
Date	5 TH MAY 2017
Capacity	DULY AUTHORISED AGENTS

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

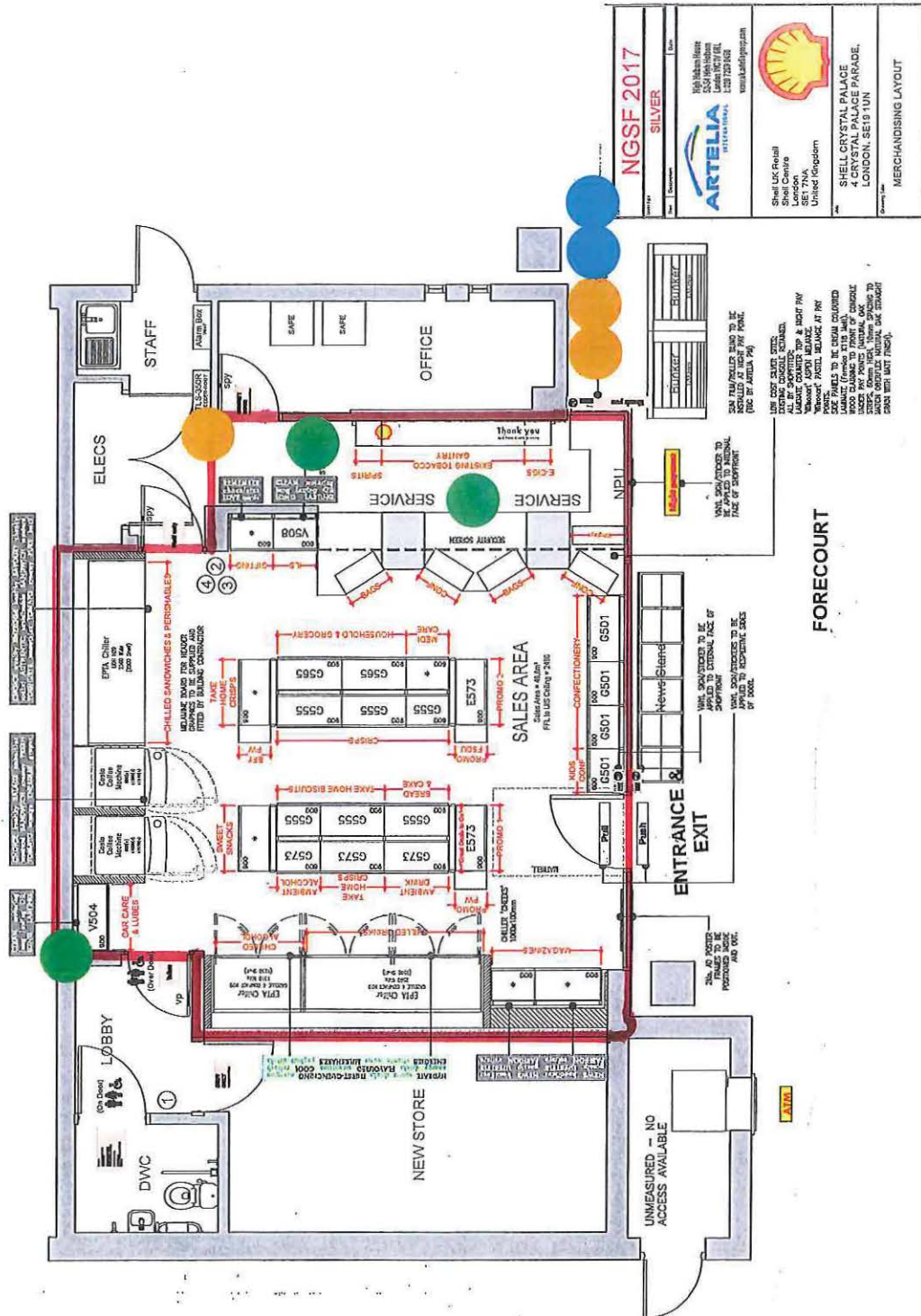
Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) SARA CLEMENT LOCKETT & CO 13 CHURCH STREET			
Post town	KIDDERMINSTER	Postcode	DY10 2AH
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) [REDACTED]			

Notes for Guidance

- Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
- In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.

Shell Crystal Palace
4 Crystal Palace Parade
Upper Norwood
London
SE19 1UN



NGSF 2017
SILVER

ARTELLA
Retail

Shell UK Retail Centre London SE19 1UN United Kingdom

SHELL CRYSTAL PALACE 4 CRYSTAL PALACE PARADE, UPPER NORWOOD, LONDON, SE19 1UN

MERCHANDISING LAYOUT

ALL NEW STORES TO BE FITTED WITH FIRE EXTINGUISHERS TO BE PLACED IN EACH MAIN AREA OF THE STORE.

ALL NEW STORES TO BE FITTED WITH FIRE EXTINGUISHERS TO BE PLACED IN EACH MAIN AREA OF THE STORE.

ALL NEW STORES TO BE FITTED WITH FIRE EXTINGUISHERS TO BE PLACED IN EACH MAIN AREA OF THE STORE.

Date: May 2017
Scale: 1:100

Key:

- Area licensed for the sale of alcohol for consumption off the premise and Late Night Refreshment.
- Fire extinguisher.
- CCTV.
- Fire Bucket.

LOCKETT & CO DUE DILIGENCE PACKAGE OVERVIEW

Lockett & Co will provide each licensed site with a complete due diligence package to consisting of the following material:

1. A Premises Licence Manual:

The manual consists of all the relevant information and guidance the licence holder would require relating to the premises licence and the requirements under the Licensing Act 2003. There is a location within the manual to store Part A of the premises licence and instruction provided regarding the requirement of the Section 57 notice and Part B Summary being displayed.

2. Staff Training Manual:

This manual is designed to enable the licence holder to undertake regular in house staff training relating to alcohol and age restricted products to ensure that all staff members including any new members of staff understand their legal duties and what the requirements are under the Licensing Act 2003 for alcohol and age restricted products and the penalties that may be applicable if the law is not adhered to.

3. Premises Refusals Log:

The log is to enable all staff to record all details of any refused sales to customers (for example if they are underage, do not have any ID, etc). The log allows all refusals to be kept in one place and provides the detailed information that is required under the Licensing Act 2003, which can then be produced at any time upon request to the Police, Trading Standards or other relevant officer to ensure that staff has been compliant with the requirements. This log is also signed off by the relevant DPS or site manager on a regular basis to ensure compliance.

4. Premises Incident Log:

The log is to enable staff to record any incidents that occur at the premises (for example theft, non-payment for goods, drive offs, acts of aggression or violence, etc).

5. Refusals Cards Alcohol:

The cards are for the staff members serving customers to give out to the customer when they are refused service when trying to purchase alcohol, telling them why they were refused. The use of the card can assist in reducing potential confrontation.

6. Refusals Cards Age Restricted:

The cards are for the staff members serving customers to give out to a customer when they are refused service for age restricted products, telling them why they were refused. The use if the card can assist in reducing potential confrontation.

7. U 25 Drink Awareness Badges:

The badges are for staff members to wear on their uniform, to identify to customers that they will be requesting ID from anyone who appears to be under the age of 25 when purchasing alcohol and age restricted products.

8. U 25 Drink Awareness Posters and Window Decal:

The posters and window decal are provided for the premises licence holder to display in and around the premise. There are three posters are as follows: 1. Advises that anyone who appears to be under the age of 25 will be asked for ID when purchasing alcohol, 2. Advises it is an offence to purchase or attempt to purchase alcohol on behalf of anyone who is under the age of 18. 3. Advises that it is a criminal offence to buy alcohol on behalf of a child. The window decal advises that anyone who appears to be under the age of 25 will be ask to produce ID when buying any age restricted product.

9. Tobacco Posters

The posters are for the premises licence holder to display on or near to the cigarette gantry that it is illegal to sell tobacco products to anyone under the age of 18. The poster meets the legislative requirements that the retailer must display in respect of tobacco sales.

10. Staff Guide to Selling Alcohol and Age Restricted Products Booklet:

The small booklet is provided to each member of staff at the premises and is distributed to them as part of their in house training, it is designed as an easy guide for staff members to refer to regarding their responsibilities with regard to the sale of alcohol and age restricted products.

Please note: Any legislative changes will be advised to the premises licence holder the changes will also be updated within the material provided to each site as and when it is required.

**General description supplementary to the premises licence application
for:**

SHELL UK OIL PRODUCTS LIMITED

**SHELL CRYSTAL PALACE
4 CRYSTAL PALACE PARADE
UPPER NORWOOD
LONDON
SE19 1UN**

Convenience Store Overview.

This is a well-established convenience store which is due to undergo refurbishment later this year. The site trades under Shell UK Oil Products Limited and is operated by Thiru Cluster Limited. There are no facilities on site for the maintenance and/or sale of motor vehicles.

The Convenience Store.

The convenience store will have retail area of approximately 750 sq ft. The purpose built store has been designed to serve both the local community along with passing trade. The convenience store operates 24 hours per day, seven days per week under the company's own format. The store stocks a range of fresh foods and dairy produce, groceries and other domestic products and will also offer 'express' lunch facilities. In addition dry fuel products such as BBQ charcoal/kindling/logs will be available. Off sales are a standard and expected feature of the convenience store service.

Security.

The internal and external digital CCTV system will benefit from a recorder with no less than 31 days image retention. Recordings can be made available to Police and other enforcement agencies as needed.

The Operation.

The convenience store will be operated by the Manager assisted by a team of full and part time staff. The Designated Premises Supervisor, is trained and certified through an accredited scheme and is responsible for training all staff-utilising the Lockett & Co Due Diligence package-and keeping complete training records. The Challenge 25 trading initiative will be used supported by the refusals system with records kept in the Refusals Log.

The following two pages provide an overview of the content of the Lockett & Co Due Diligence package.



The Licensing Unit
 Floor 3
 160 Tooley Street
 London
 SE1 2QH

Metropolitan Police Service
Licensing Office
 Southwark Police Station,
 323 Borough High Street,
 LONDON,
 SE1 1JL

Tel: 020 7232 6756

Our reference: MD/21/2967/17

Date: 4th June 2017

Dear Sir/Madam

Re:- Shell UK Ltd Crystal 4 Crystal Palace Parade SE19 1UN

Police are in receipt of an application from the above for a new premises licence to be granted under the licensing act 2003.

The premises is a service station, with associated convenience store. The applicants are asking for late night refreshment and the sale of alcohol off the premises as follows.

Late Night Refreshment
 Mon-Sun 23:00 to 05:00

Alcohol Sales (Off the premises only)
 Mon-Sun 24hrs

It should be noted that this premises is situated on a busy thoroughfare, likely to attract a significant amount of passing trade. It is also situated in very close proximity to a large number of residential dwellings.

Whilst we appreciate that a number of patrons will be using the site to purchase fuel only, we also feel that a 24hr supply of alcohol could also attract a significant number of patrons late at night and into the early hours, and therefore could have a detrimental impact on the licensing objectives.

The type of patrons that might be attracted to use these facilities late at night or early morning are likely to be those that have already been consuming alcohol and require more. This in itself has far reaching implications for potential crime and disorder and public nuisance.

Southwark's statement of licensing Policy 2016 asks applicants of new licenses to consider the guidance in relation to opening hours. Consideration should be given to the premises location and its likelihood to impact on the licensing objectives. It also asks applicant to consider what additional control measure could be put in place to counter any negative impact.

The applicant in this case has offered nothing other than CCTV, staff training and the safe display of spirits behind the counter, for the prevention of crime and disorder licensing objective.

It would appear that little or no consideration has been given to Southwark's statement of licensing policy. The recommended hours for the sale of alcohol for off licenses in residential areas is 2300hrs on each day of the week.

This application is for significantly longer hours but with little in the way of control measures.

It is for these reason that Police recommend that this application is refused.

The applicant could reconsider this application, to include a significant reduction in the hours for the sale of alcohol or a significant number of additional control measures.

The Following is submitted for your consideration.

Yours Sincerely

PC Ian Clements 362MD

Southwark Police Licensing Unit



Heron, Andrew

From: Regen, Licensing
Sent: 05 June 2017 15:07
To: Heron, Andrew
Subject: FW: RE: Shell Oil - 4 Crystal Palace Parade, LDO - 05/06/2017

From: Sharpe, Carolyn **On Behalf Of** Public Health Licensing
Sent: Monday, June 05, 2017 3:00 PM
To: Regen, Licensing
Cc: Public Health Licensing
Subject: RE: RE: Shell Oil - 4 Crystal Palace Parade, LDO - 05/06/2017

To whom it may concern:

Re: Shell Oil, 4 Crystal Palace Parade, London SE19 1UN

On behalf of the Director of Health and Wellbeing (incorporating the role of Director of Public Health) for Southwark (a responsible authority under the Licensing Act 2003) I wish to make representation in respect of the above.

The representation is made in respect of the following licensing objective(s):

- The prevention of crime and disorder
- Prevention of public nuisance
- Public safety

General Comments

The applicant requests a new licence for the sale of alcohol off the premises 24hours daily. I have concerns regarding the hours of alcohol sales requested. Research suggests that increased hours of alcohol sales are associated with increased alcohol consumption, increased alcohol-related injuries, and increased alcohol-related harm.

Southwark's Statement of Licensing Policy recommends a closing time of 23:00 daily for an off-licence in this location and this area is considered a 'hot spot' for alcohol related crime and anti-social behaviour.

Recommendations

- I recommend an end time for alcohol sales of 23:00 daily

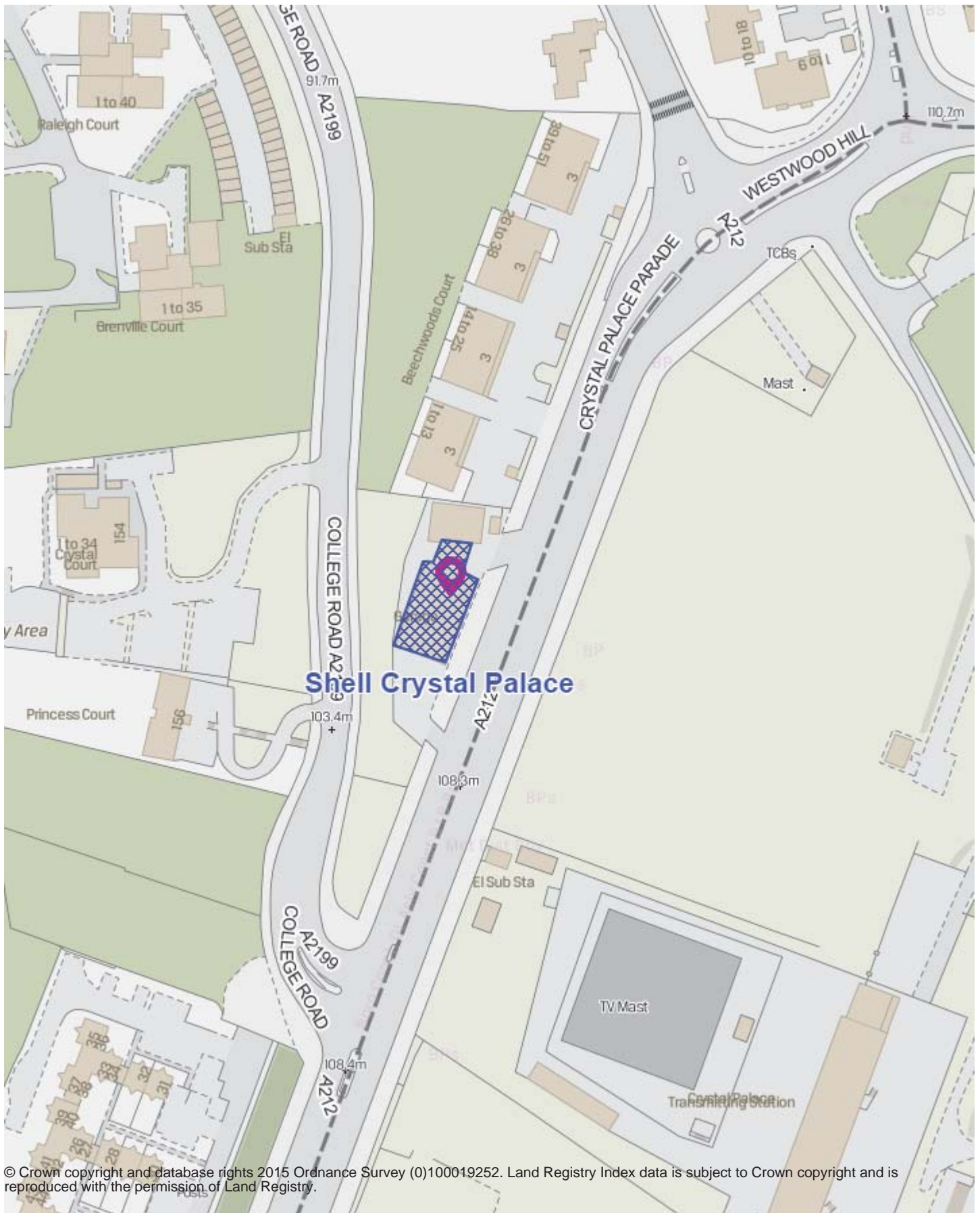
If you have any further questions, please do not hesitate to contact me.

Yours faithfully,

Carolyn Sharpe
on behalf of Professor Kevin Fenton, Director of Health and Wellbeing (incorporating the role of Director of Public Health)

Carolyn Sharpe | [REDACTED]
 Public Health Policy Officer (People & Health Intelligence), London Borough of Southwark, 160 Tooley Street, London SE1 2QH

SHELL- 4, CRYSTAL PALACE PARADE, SE19 1UN



© Crown copyright and database rights 2015 Ordnance Survey (0)100019252. Land Registry Index data is subject to Crown copyright and is reproduced with the permission of Land Registry.

LICENSING SUB-COMMITTEE DISTRIBUTION LIST (OPEN) MUNICIPAL YEAR 2017-18

NOTE: Original held by Constitutional Team; all amendments/queries to Andrew Weir - Tel: 020 7525 7222

Name	No of copies	Name	No of copies
Members		Officers	
Councillor Renata Hamvas (Chair)	1	Debra Allday, legal team	1
Councillor Lorraine Lauder MBE	1	Andrew Heron, licensing team	1
Councillor Sandra Rhule	1	Wesley McArthur, licensing team	1
		Carolyn Sharpe, public health team	1
		Jayne Tear, licensing team	1
Reserve			
Councillor Sunny Lambe	By email	Andrew Weir (spares)	4
		Total printed copies:	12
		Dated: 20 June 2017	