

From: mark.A.Lynch@met.police.uk <mark.A.Lynch@met.police.uk>

Sent: Friday, May 10, 2024 4:29 PM

To: Regen, Licensing <Licensing.Regen@southwark.gov.uk>

Cc: [REDACTED]
[REDACTED]
[REDACTED]

Subject: ANL Private Hall Venue for Hire 73-75 Camberwell Road SE5 0EZ

Good Afternoon

In view of the applicant and police agreeing to the below amended terminal hours, licensable activities hours and proposed conditions in red to be added to the venues licence should it be granted, police would like to withdraw their objection to the granting of the premises licence for ANL Private Hall Venue for Hire 73-75 Camberwell Road SE5 0EZ

Open hours to public

Mon-Sun-0900hrs-0000hrs

Supply of Alcohol on sales

Mon-Sun-1000hrs-2230hrs

Recorded Music

Mon-Sun-1100hrs-2230hrs

Performance of Dance

Mon-Sun-1100hrs-2230hrs

Live Music

Mon-Sun-1100hrs-2230hrs

Timings for Plays

Mon-Sun-1100hrs-2230hrs

1. That a digital CCTV system shall be installed at the premises, shall be maintained in full working order and shall be continually recording at all times that the premises are in use. The CCTV system must be capable of capturing a clear facial image of every person who enters the premises. The CCTV system shall be correctly time and date stamped at all times. The CCTV system shall cover all interior and exterior areas of the premises, including the frontage of the premises, and shall collect clearly defined / focused footage.

2. That all CCTV footage shall be kept for a period of thirty one (31) days and shall be made immediately available to responsible authority officers on request.

3. That a member of staff shall be on duty at all times that the premises are in use, who is trained in the use of the CCTV system and who is able to view, and download to a removable storage device, CCTV footage at the immediate request of responsible authority officers.

4. That clearly legible signage shall be prominently displayed where it can easily be seen and read by customers advising to the effect that CCTV is in operation at the premises. The signage shall be kept free from obstructions at all times.

5. That all relevant staff shall be trained in their responsibilities under the Licensing Act 2003, the promotion of the licensing objectives and the terms and conditions of this licence. Records pertaining to such training ('the staff training logs') shall be kept at the premises, shall be updated every 6 months and shall be made immediately available to responsible authority officers on request. The training logs shall include the trainee's name (in block capitals), the trainer's name (in block capitals), the date(s) of training and a declaration that the training has been received and understood by the trainee. If the staff training logs are a paper hardcopy then the signature of the trainee, the signature of the trainer shall be included. That all Digital records of training and/or logs shall be made immediately available to responsible authority officers on request.

6. There will be a zero tolerance drugs and weapons policy shall be undertaken at the premises (a) Anybody found with / using drugs and / or weapons will be ejected from the premises and shall not be admitted to the premises again. (b) The details of any person found dealing drugs or using weapons will be taken (if possible) and given to the police. (c) Any person who is suspected of having drugs on their person will be asked to consent to a search, and should they refuse the search that person shall be ejected from the premises. . All relevant staff shall be trained in respect of the premises' drug policy. The details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.

7. Clearly legible signage shall be prominently displayed in the toilets where it can easily be seen and read by customers, advising to the effect that the taking of illegal drugs will not be tolerated at the premises. These notices shall be kept free from obstructions at all times.

8. That an incident log shall be kept at the premises to record details of any of the following occurrences at the premises:

- I. Instances of anti-social or disorderly behaviour
- II. Calls to the police or other emergency services
- III. Any complaints received
- IV. Ejections of people from the premises
- V. Visits to the premises by the local authority or emergency services
- VI. Any malfunction in respect of the CCTV system
- VII. All crimes reported by customers, or observed by staff
- VIII. Any other relevant incidents

9. The incident log shall record the time, date, location in the premises and description of each incident, details of any action taken in respect of the incident and the printed name of the person reporting the incident and. The incident log shall be available / be accessible at the premises at all times that the premises are in use, and shall be made immediately available to responsible authority officers on request. Details of incidents shall be recorded contemporaneously. If the incident log is a paper hardcopy then the signature of the person reporting the incident in the log

shall also be included. All relevant staff employed at the premises shall be trained in the use of the incident log. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises. That all Digital records of training and/or logs shall be made immediately available to responsible authority officers on request.

10. That a minimum of one (1) SIA registered door supervisors will be employed at the premises at all times after 20:00 hours on Friday and Saturday. They will be employed to control entry to the premises, to deal with the searching / scanning of customers, to deal with any anti-social or disorderly behaviour at the premises, to de-escalate confrontations, to assist with emergency escape from the premises, to deal with the ejection of people from the premises, to assist management in liaising with the police regarding instances of crime and to assist with ensuring that the premises' dispersal policy is adhered to. When deployed, they shall remain at the premises until all patrons have vacated the premises and until at least 30 minutes after the premises close. The door supervisors shall be easily identifiable by wearing a Hi-Vis Tabard.

11. That the requirement for additional SIA registered door supervisors at the premises shall be risk assessed on an ongoing basis. Risk assessments shall be undertaken regarding any 'special events' at the premises such as parties, receptions, wakes, discos, major sporting events, any events where a large number of customers are expected at the premises and other any other events that the licensee deems necessary to risk assess. Such risk assessments shall be in written format. Copies of such risk assessments shall be kept at the premises for a minimum of 6 months and shall be provided to responsible authority officers immediately on request.

12. That staff/SIA registered door supervisors shall regularly monitor outside the premises and take all necessary steps to ensure that noise from patrons or premises operation does not cause disturbance or public nuisance. A log of such monitoring including the printed name of the person who undertook the monitoring, the date & time of the monitoring and any observations or actions taken subsequent to the monitoring shall be kept at the premises and be made immediately available to council or police officers on request.

13. That Staff /SIA registered door supervisors shall take a proactive role at the exit door asking customers to leave the premises quietly and as quickly as possible. The Staff/SIA shall ensure that customers do not take any bottles, glasses or drinks from the premises.

14. That when SIA security are employed then they shall wear body worn video cameras and all footage is to be made available to police or council officers upon request.

15. That when the venue is hired out to a third party the licensee shall carry out a risk assessment of the event. A record of the risk assessment shall be kept at the premises and made available to any responsible authority officer upon request.

16. That any 3rd parties / members of the public using the premises for a private event must complete a venue hire agreement with the premises licence holder. The venue hire agreement shall include the full name and address of the hirer, copy of valid photo identification of the hirer (kept on file in accordance with data protection requirements), the hirer's signature and the date that the venue hire agreement has been signed. The venue hire agreement shall include all of the licensee's terms of hire. Such agreements shall be kept on file for 6 months from the date of the event and be made immediately available to responsible authority officers on request.

17. That a challenge 25 scheme shall be maintained requiring that staff selling or delivering alcohol request that any customer who looks under 25 years old, and who is attempting to purchase or take receipt of alcohol, provides valid photographic identification proving that the customer is at least 18 years old. Valid photographic identification is composed of a photo driving licence, passport, UK armed services photo ID card, any Proof of Age Standards Scheme (PASS) accredited card (such as the Proof of Age London (PAL) card) or any age verification card accredited by the Secretary of State.

18. That all staff involved in the sale of alcohol shall be trained in the prevention of sales of alcohol to underage persons (including the prevention of 'proxy sales') and the challenge 25 scheme in operation at the premises. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises and be made immediately available for inspection at the premises to council and / or police officers on request.

19. That clearly legible signs shall be prominently displayed where they can easily be seen and read by customers stating to the effect that a challenge 25 policy is in operation at the premises, that customers may be asked to provide proof of age and stating what the acceptable forms of proof of age are. Such signage shall be displayed at all entrances, points of sale and in all areas where alcohol is displayed for sale. The signage shall be kept free from obstructions at all times.

20. That a register of refused sales of alcohol shall be maintained in order to demonstrate effective operation of the challenge 25 policy. The register shall be used to record details of all refused sales of alcohol. The register shall be kept / be accessible at the premises at all times. If the refusals register is a paper document then it shall be clearly and legibly marked on the front cover as a register of refused alcohol sales, with the address of the premises and the name of the licence holder. The register shall be made immediately available for inspection at the premises to council or police officers on request.

21. That clearly legible signage shall be prominently displayed where it can easily be seen and read by customers, at all exits from the premises and in any external areas, requesting to the effect that customers leave the premises and locale in a quiet and orderly manner with respect to local residents. Such signage shall be kept free from obstructions at all times.

22. That a dispersal policy shall be devised and enforced by the venue at all times the venue is open. The policy shall assist with patrons leaving the premises in an orderly and safe manner. A copy of the dispersal policy shall be accessible at the premises at all times that the premises are in operation. The policy should include (but not necessarily be limited to) the following

- I. Details as to how customer / staff egress at the premises shall be managed to minimise causing nuisance.
- II. Details of public transport in the vicinity and how customers will be advised in respect of it.
- III. Details of the management of taxis to and from the premises.
- IV. Details of the management of any 'winding down' period at the premises.
- V. Details of the use of security and stewarding in respect of managing customer dispersal from the premises.
- VI. Details of any cloakroom facility at the premises and how it is managed.
- VII. Details of road safety in respect of customers leaving the premises.
- VIII. Details of the management of ejections from the premises.
- IX. Details as to how any physical altercations at the premises are to be managed
- X. Details of how refuse / waste in the local vicinity arising through the operation of the premises will be cleared up (e.g. flyer clean up, post event clean up).

23. All relevant staff employed at the premises shall be trained in the latest version of the dispersal policy. Details of such training, including the printed name(s) of the trainee(s) and the date(s) that the training was given, shall be recorded in the staff training logs at the premises. If the dispersal policy is a paper document then the signature of the trainees shall also be included. The dispersal policy shall be made immediately available to responsible authority officers on request.

24. That if a Pubwatch scheme exists in respect of the local area, the licensee / management will join and participate in the Pubwatch scheme.

25. The venue shall support "Ask for Angela" or another similar safety initiative. Posters relating to Ask for Angela, or any other similar safety initiative in place, shall be displayed at the premises (including the toilets). Such posters shall be kept free from obstructions at all times. All staff shall be trained in "Ask Angela", or a similar safety initiative, and a record of this training shall be kept on the premises and made available for inspection immediately to Police and responsible authority officers upon request.

26. The Premises must have a welfare and vulnerability policy and all staff must receive this training. All new staff must receive this training before starting their role and all staff must have refresher training every 12 months. All training must be

recorded and these records must be available on immediate request by the police or any responsible authority officer.

27. A glass collection policy will include provisions for regular collection of glassware by staff. Glassware will not be allowed to accumulate or cause obstruction. Perimeter checks will be made outside the premises for any glasses. All staff will be made aware of the glass collection policy and their responsibility for the task. Spillages and broken glass will be cleaned up immediately to prevent floors from becoming slippery and unsafe. Bottle bins will be secure at all times and away from public areas.

28. That any spills of liquid onto the floor of the premises' shall be cleared away as soon as possible on a continuous basis whilst the premises are in use. Any wet floors will be clearly demarcated as such to prevent slips being caused by the wet floors. All relevant staff shall be trained in this, and details of such training including the printed name(s) of the trainee(s), and the date(s) that the training was given, shall be recorded in the staff training logs at the premises.

29. That no alcohol or glassware shall be removed from the premises at any time.

30. That customers shall use no outside area other than those who temporarily leave the premises to smoke a cigarette with no more than four people permitted to smoke at one any time. The area should be clearly marked by rope/post barrier system and monitored by staff and/or SIA registered door supervisors to ensure compliance and to prevent any disturbance to their neighbours. Customer shall not use Boundary road SE5 to smoke

31. That when taxis are ordered for customers for the collection of customers from the premises staff members shall instruct the taxi service to instruct the taxi services driver's not to sound the driver's car horns outside the premises, but to approach the premises in person and verbally (without raised voices) alert staff that the drivers are at the premises to collect customers. Boundary road shall not be used as a taxi collection point.

32. There shall be no vertical drinking at the premises.

33. There shall be no new entry of patrons to the premises after 2300hrs daily.

Kind regards



Mark Lynch Pc2246AS
Southwark Licensing Team

Central South BCU
Metropolitan Police Service

☎ 07721523980

🏠 Southwark Police station 323 Borough high St, SE1 1JL

🌐 www.met.police.uk ✉ mark.a.lynch@met.police.uk

✉ southwarklicensing@met.police.uk

📱 Lambeth Southwark