

WEST NORTHAMPTONSHIRE COUNCIL ALCOHOL AND GAMBLING LICENSING SUB-COMMITTEE

15 March 2022

1. Purpose of Report

1.1. To consider a Licensing Act 2003 application for a New Premises License for Mr Mustfa Hajji Haji in respect of Euro Foods, 58 High Street, Daventry, Northamptonshire, NN11 4HU.

2. Recommendations

2.1. That the application be determined in accordance with the provisions of the Licensing Act 2003 and the Licensing Act 2003 (Hearing) Regulations 2005.

3. Variation application details

3.1. Applicant: Mr Mustfa Hajji Haji

3.2. Application received on 19 January 2022.

3.3. Date notice of hearing sent to Applicant and Responsible Authority was 23 February 2022.

3.4. Permitted licensable activities requested by the Applicant (see **Appendix 1**):

a) The premises will be open to the public, between 07:00hrs and 23:00hrs, daily.

b) Supply of alcohol for consumption (off the premises only) will be possible between 08:00hrs and 23:00hrs on Monday; and, between 07:00hrs and 23:00hrs Tuesday to Sunday.

3.5. Current conditions on the Applicant's Premises Licence: Not applicable

3.6. Proposed new conditions from Applicant: See **Appendices 1, 3 and 5**.

4. Statutory Consultation.

4.1. Number of representations made: 2 (See **Appendix 2**).



4.2. All Statutory Responsible Authorities were served with a Notice of Application.

4.3. Relevant representations have been received from:

4.4. Responsible Authorities - Northamptonshire Police and Health Protection

4.5. Interested Parties - 0

4.6. Summary of nature of representations:

- a) Prevention of crime and disorder: None
- b) Public Safety: None
- c) Prevention of public nuisance: Concerns relating to potential for nuisance to occur late into the evening when other premises are closed, in a busy high street, that is also a residential area.
- d) Protection of children from harm: The Responsible Authority have considered the application and believe the conditions are not robust enough to promote the licensing objectives so have suggested further conditions

4.7. Applicants information of "Additional steps proposed to promote the four licensing objectives if the application is granted **(See Appendices 1, 3 & 5)**.

General: a) Consideration must be given to the following:

The Licensee, that is the person in whose name the premises licence is issued, shall ensure that all times when the premises are for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder. The Licensee shall ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons. Records will be kept of training and refresher training. Public safety, personal safety, environmental protection Duty of care (waste disposal). All entrances, exits and escape routes kept free of obstacles at all times. Health and safety at work act 1974 to be observed by taking steps for the safety of employees, customers, visitors and on site contractors. Keeping a health and safety risk assessment, accident book hazard analysis. Provision of CCTV in operation. To follow the rules and adhere to policy and procedures lay down by the licensing authority at all times.

b) The prevention of crime and disorder: Based on our experience with existing similar premises and customers demographics we do not anticipate any form of nuisance. Any incidents of a criminal nature that may occur on the premises will be reported to the Police.

1. CCTV to be installed to the current British Standard BS7958. This consists of: Head and facial recognition coverage. Recordable and retained for a minimum of 31 days. At least one member of staff should be on duty at all times who can operate, access, and download the images on request of the Police or Local Authority. Images will record in real time, ideally 25 frames per second, but a

minimum of 12 frames per second.

2. No open vessels to be removed from the premises on or off licence sales.

3. Provide Training for staff to operate CCTV and to deal with drunken and disorderly customers. Staff shall refuse sale of alcohol to persons behaving in a disorderly manner and shall ask them to leave the premises.

c) Public Safety

All reasonable steps to protect health safety and welfare at work of staff, customers, visitors and on site contractors by the design and layout of the premises, are prime objective of the management, hence keeping all access/ egress and fire escape routes clear at all times, provision of adequately visible signage. Regular servicing of all equipment. Avoid allowing drunken and disorderly customer to enter the premises and to refuse service to such persons entering the premises. Provision and regular servicing of fire extinguishers and training of staff in the correct use of them. Continued training of all staff in handling of alcohol. Regular servicing of all safety equipment by qualified and registered person.

d) The prevention of public nuisance: Not to sell to over consumed persons.

Internal communications, logging and responding to complaints within time limits. Measures taken in noise controls. All customers will be asked to leave quietly. Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours. Training for appropriate staff. To refuse service to troublemakers and reporting to local police of any unusual and abnormal activities being taken place by any individuals in or around the premises. Last resort police assistance to be sought. CCTV in operation (24hrs).

e) The Protection of Children from harm: Requirement for all children to be accompanied by adults. All children must have adequate supervision. Exclusion of children in and or around the alcohol sale area. Requirement for all children to be accompanied by adults. All children must have adequate supervision at all time while they are Present in the shop. The premises will maintain and update a refusal of alcohol registrar, and document made available upon request of the Police or Local Authority. In order to avoid underage sales of alcohol the following will be implemented at all times.

1-A 'Challenge 25' age verification policy requiring proof of age by passport, photo driving licence or PASS accredited card.

2-A 'challenge log' recording all challenges - where both sales and refusals result.

3-A prompt or reminder to staff, at the point of sale, to consider whether a sale or challenge ought to be made

4-Regular staff training to ensure that both the law and company policies / procedures are understood, up-to-date and applied consistently.

4.8. Conditions proposed by Northamptonshire Police **(See appendices 4 and 5)**

- a) The premises shall install and maintain a CCTV system as per the minimum requirements: All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping.



Viewing of recordings shall be made available immediately upon the request of a Responsible Authority officer throughout the entire 31 day period.

- b) A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises is open. This staff member must be able to provide a Responsible Authority officer copies of recent CCTV images or data within 24hrs when requested, in line with current Data Protection legislation.
- c) There shall be a personal licence holder on duty on the premises at all times when the premises are open for Licensable Activities.
- d) All sales of alcohol for consumption off the premises shall be in sealed containers only, and shall not be consumed on the premises.
- e) A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
- f) The Premises Licence Holder will prominently display signage at the entrance to the Premises and at point of sale advising customers of the Challenge 25 proof of age scheme in operation at the Premises.
- g) The Premises Licence Holder will prominently display signage at the entrance to the Premises and at point of sale advising that it is illegal to purchase alcohol on behalf of persons under the age of 18.
- h) An incident log shall be kept at the premises, and made available on request to a Responsible Authority officer. It must be completed within 24 hours of the incident and will record the following:
 - all crimes reported to the venue;
 - any ejections of patrons;
 - any complaints received concerning crime and disorder;
 - any incidents of disorder;
 - any faults in the CCTV system, searching equipment or scanning equipment;
 - any refusal of the sale of alcohol; and
 - any visit by a relevant authority or emergency service.
- i) Prior to undertaking any work at the Premises, paid or unpaid, the Premises Licence Holder shall ensure that any prospective employee is trained in the following:
 - The Licensing Act 2003 and the Licensing Objectives
 - The Conditions of this Premises Licence



- Underage sales of alcohol and tobacco and the Premises' Challenge 25 policy
- Proxy sales and sales of alcohol to persons who are drunk
- Identifying non-duty paid products

j) Employee training shall be repeated every six (6) months and must take place at least twice in every calendar year.

k) The Premises Licence Holder shall record all employee training in the Premises' Employee Training Register a copy of which shall be kept at the Premises and made available for inspection by a Responsible Authority officer on request.

l) There shall be no self-service of spirits on the premises.

m) Prior to undertaking any work at the Premises, paid or unpaid, the Premises Licence Holder shall undertake a right to work check on any prospective employee to make sure that he or she has the right to work in the UK. The Premises Licence Holder will record this check in the Premises' Right to Work register a copy of which shall be kept at the Premises and made available for inspection by a Responsible Authority officer on request. It shall record the following:

- The name of the employee
- The date of birth of the employee
- A copy of the employee's photographic document proving his or her right to work in the UK
- The date upon which the employee's status is to be reviewed and his or her right to work in the UK re-confirmed.

5. Background to the Premises License:

5.1. The Members of the Sub-Committee are statutorily obliged to determine this Application with a view to promoting the four licensing objectives.

5.2. No premises licence has been sought in the past, for these premises since the introduction of the Licensing Act 2003, in February 2005.

5.3. The Applicant is applying for a new Premises Licence for the sale of alcohol and opening times. Whilst opening hours are not considered a licensable activity, the hours for sale of alcohol is deemed licensable. The licence holder wishes to open the convenience store between 07:00hrs and 23:00hrs daily. This means if approved, the shop would be open for up to 16 hours a day. The shop is situated in the middle of a terrace, in a busy high street with residential flats above most of the shops on both sides of the street.



- 5.4. Granting a Premises Licence does not grant any permission under the Town and Country Planning Act 1990. The applicant should check that any use, activities and hours of operation permitted by a licence are within the conditions and limitations of the existing planning permission. The applicant could be liable to enforcement action under the Town and Country Planning Act 1990 if there is any breach of any existing planning permission. Any planning breaches would be dealt with by Planning Enforcement Officers and as such do not concern any of the 4 licensing objectives.
- 5.5. During the consultation period, Northamptonshire Police Licensing Officer, Sandy Tracey, put forward a representation on behalf of the Chief Officer of Police for Northamptonshire. She has been in contact with the applicant to express concerns that the conditions proposed were not robust enough to support the protection of children from harm licensing objectives. She suggested licensing conditions that the Police believe will promote the four licensing objectives.
- 5.6. Also, during the consultation period, Environmental Protection Officer, Tracy Farrell put forward a representation on behalf of West Northamptonshire Council. She has been in contact with the applicant to express her concerns in relation to the extent of the opening hours at the premises. She suggested limiting the times to 22:00hrs each evening in line with other businesses in the area.
- 5.7. Both Tracy Farrell and Sandy Tracey have withdrawn their representations as the applicant has agreed to the conditions being proposed, and the hours being limited as suggested through their discussions
- 5.8. For a copy of the proposed conditions, see **Appendix 4**. For a side by side comparison of all the proposed conditions, see **Appendix 5**.
- 5.9. Councillors will also need to consider if the Premises License conditions proposed by the Applicant and/or Northamptonshire Police or any other conditions are appropriate in order to promote the four licensing objectives .

6. Options

6.1. Councillors have the options of;

- a) Granting the Application or
- b) Refusing the Application in full or in part,

6.2. If granting or refusing the Application in part Councillors have the options of:



- a) Adding the licensing conditions proposed by the Applicant and/or the Responsible Authority to the Premises License on the basis that they are appropriate for the promotion of the licensing objectives,
- b) Modifying any of those proposed licensing conditions and then adding those modified conditions to the Premises License on the basis that they are appropriate for the promotion of the licensing objectives or
- c) Adding such other licensing conditions to the Premises License that are appropriate to the promotion of the licensing objectives.

6.3. The Sub-Committee is requested to determine the Application in the light of the above matters and any others it considers material.

7. Implications (including financial implications)

7.1. Resources and Financial

7.2. There are no resources or financial implications arising directly from this report.

8. Legal implications

8.1. The decision made with regard to this variation application must comply with the requirements of sections 35 and 36 of the Licensing Act 2003 (“the Act”), and must take into account the Revised Guidance issued under section 182 of the Licensing Act 2003 (April 2018) and, as of the date of the Sub-Committee hearing, the Daventry District Council Licensing Act 2003 Statement of Licensing Policy (2020).

8.2. In accordance with sections 35 of the Act, where relevant representations are made by a responsible authority or other person in response to an application to vary a premises licence in accordance with section 34 of the Act, and which are about the likely effect of the grant of the application on the promotion of the four licensing objectives, a hearing must be held to consider them, unless the Members of the Sub-Committee, the applicant and each representor agree that a hearing is unnecessary or the representation is withdrawn.

8.3. Having regard to the representations, the Sub-Committee must take such steps as it considers appropriate, if any, for the promotion of the four licensing objectives. These steps are restricted to either;

- Grant the application subject to conditions consistent with the operating schedule, or considered appropriate to promote the four licensing objectives
- Refuse the application
- Refuse to specify a designated premises supervisor
- Refuse certain requested licensable activities



- 8.4. A decision must be made by the Sub-Committee within the period of five working days beginning the day on which the hearing was held. Once the decision has been made, a written notice must then forthwith be supplied to the Applicant, any Representor and the Chief Officer of Northamptonshire Police and Health Protection, containing the reasons for the decision and any steps taken in relation to the Premises License, as well as the time when the application in question takes effect. This cannot be before the Applicant receives the written notice of the decision.
- 8.5. In accordance with section 181 and Schedule 5 of the Act, the Applicant may appeal to a Magistrates' Court against any decision to modify the conditions of the Premises License provided that the application to vary is granted in whole or in part, but not if it is refused. Any person or responsible authority that submitted a relevant representation may also appeal to a Magistrates' Court if they are aggrieved at the decision to grant the variation in whole or in part or ought not to have modified the conditions of the Premises License or ought to have modified them in a different way. The time period for any such appeal is within 21 days commencing with the day on which the person received a copy of the written notice of the Sub-Committee's decision.
- 8.6. Comments made and checked by Ruksana Munir, Locum Solicitor for West Northamptonshire Council.

9. Links to Corporate Plan and Policy Framework

- 9.1. Not Applicable

10. Portfolio Holder

- 10.1. Not Applicable

11. Climate Impact

- 11.1. Not applicable as this is not one of the four Licensing objectives and is an irrelevant consideration for the purposes of determining an application for a new Licensing Act 2003 Premises License.

12. Community Impact

- 12.1. Councillors will have to make a decision as to whether to grant the Application or reject it in whole or in part, taking into account the four licensing objectives of the prevention of crime and disorder, prevention of public nuisance, upholding public safety and the protection of children from harm.
- 12.2. There have been no representations from interested members of the community, so the only representations they should take into account when considering what is appropriate in

order to promote the licensing objectives are those made by Northamptonshire Police and Environmental Protection.

13. Ward affected – Daventry South

14. Report Information

Appendix 1 – Copy of the Application.

Appendix 2 – Email of representation from Northamptonshire Police and Environmental Protection

Appendix 3- Conditions proposed by the Applicant for this Premises Licence Variation.

Appendix 4 - Conditions proposed by Northamptonshire Police and Environmental Protection.

Appendix 5 – Comparison of proposed conditions

Other Background Papers – None.

Report Author: Andrea Hill, Licensing Enforcement Officer.



**West
Northamptonshire
Council**

Appendix 1 – Copy of application

Appendix 2 – Copy of Representations

From: Tracey Sandy <Sandy.Tracey@northants.police.uk>
Sent: 20 January 2022 11:50
To: kojar1@hotmail.co.uk; DDC Licensing <licensing.ddc@westnorthants.gov.uk>
Cc: Stone Kate <Kate.Stone@northants.police.uk>; Liquor Licensing <LiquorLicensing@northants.pnn.police.uk>
Subject: Police Objection - Euro Foods Daventry, 58 High Street Daventry

Dear Hajji Haji,

As I explained when we spoke on the telephone this morning, this is the police objection to your application.

I act on behalf of the Chief Officer of Police, Mr Adderley, he has delegated responsibility and has authorised me to act on his behalf with regard to representations made by Northamptonshire Police to Licensing Authorities across the county of Northamptonshire.

I am placing an objection to your Premises Licence application due to the conditions submitted within your application not being robust enough to support the prevention of crime and disorder and the protection of children from harm Licensing Objectives. For this application to do so we would like to propose suitably worded police conditions which I have shown below for your consideration. Please let me know whether the conditions I have attached are agreeable as this may enable me to withdraw our representation.

I'll look forward to hearing from you.

Kind regards,

Police Constable 0010 Sandy TRACEY
Northamptonshire Police Licensing Constable (WEST)
PC S A TRACEY
Liquor Licensing Constable (West)
Wellingborough Police Station
Midland Road, Wellingborough. NN8 1HF.
Telephone 101 Ext. 346307
Mobile 07973 880381
Email Sandy.Tracey@northants.pnn.police.uk

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From: Tracy Farrell
Sent: 20 January 2022 13:07
To: DDC Licensing <licensing.ddc@westnorthants.gov.uk>
Subject: Premises Licence Application: Euro Foods Ltd. 58 High Street, Daventry: Sale of alcohol 07:00 – 23:00 daily.

Good afternoon.

Thank you for consulting the Environmental Protection Team regarding this application:

Premises Licence Application: Euro Foods Ltd. 58 High Street, Daventry: Sale of alcohol 07:00 – 23:00 daily.

The High Street is a quiet location in the evenings and there are residential properties above the shops.

However, there are a number of eateries open until 10pm (Culinary Indian, The Water Margin, Alacati). I would suggest that the applicant amend the application to 08:00 to 22:00 in line with other businesses in the locality so that I am able to support it.

Note: The applicant should be aware that licensing permission does not transcend that permitted under planning regulations.

I have not been able to contact the applicant to discuss this matter as the email address is not included in the application.

Please get back to me if you would like to discuss this case further,

Regards

Tracy

Tracy Farrell
Environmental Protection Officer
Regulatory Services

(Working days: Tuesday, Wednesday, Thursday).

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Appendix 3 – Conditions proposed by the applicant through their operating schedule

Applicant's Proposed Operating Schedule
Consideration must be given to the following: The Licensee, that is the person in whose name the premises licence is issued, shall ensure that all times when the premises are for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder.
The Licensee shall ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons.
Records will be kept of training and refresher training. Public safety, personal safety, environmental protection. Duty of care (waste disposal).
All entrances, exits and escape routes kept free of obstacles at all times.
Health and safety at work act 1974 to be observed by taking steps for the safety of employees, customers, visitors and on site contractors.
Keeping a health and safety risk assessment, accident book hazard analysis
Provision of CCTV in operation.
To follow the rules and adhere to policy and procedures lay down by the licensing authority at all times.
Based on our experience with existing similar premises and customers demographics we do not anticipate any form of nuisance. Any incidents of a criminal nature that may occur on the premises will be reported to the Police.
CCTV to be installed to the current British Standard BS7958. This consists of: Head and facial recognition coverage. Recordable and retained for a minimum of 31 days. At least one member of staff should be on duty at all times who can operate, access, and download the images on request of the Police or Local Authority. Images will record in real time, ideally 25 frames per second, but a minimum of 12 frames per second.
No open vessels to be removed from the premises on or off licence sales.
Provide Training for staff to operate CCTV and to deal with drunken and disorderly customers. Staff shall refuse sale of alcohol to persons behaving in a disorderly manner and shall ask them to leave the premises.
All reasonable steps to protect health safety and welfare at work of staff, customers, visitors and on site contractors by the design and layout of the premises, are prime objective of the management, hence keeping all access/ egress and fire escape routes clear at all times, provision of adequately visible signage.
Regular servicing of all equipment.
Avoid allowing drunken and disorderly customer to enter the premises and to refuse service to such persons entering the premises.
Provision and regular servicing of fire extinguishers and training of staff in the correct use of them.
Continued training of all staff in handling of alcohol. Regular servicing of all safety equipment by qualified and registered person.
Internal communications, logging and responding to complaints within time limits.
Measures taken in noise controls.
All customers will be asked to leave quietly.
Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours.
Training for appropriate staff.



To refuse service to troublemakers and reporting to local police of any unusual and abnormal activities being taken place by any individuals in or around the premises.
Last resort police assistance to be sought.
CCTV in operation (24hrs).
Requirement for all children to be accompanied by adults.
All children must have adequate supervision.
Exclusion of children in and or around the alcohol sale area.
Requirement for all children to be accompanied by adults.
All children must have adequate supervision at all time while they are present in the shop.
The premises will maintain and update a refusal of alcohol registrar, and document made available upon request of the Police or Local Authority.
In order to avoid underage sales of alcohol the following will be implemented at all times. 1-A 'Challenge 25' age verification policy requiring proof of age by passport, photo driving licence or PASS accredited card. 2-A 'challenge log' recording all challenges - where both sales and refusals result. 3-A prompt or reminder to staff, at the point of sale, to consider whether a sale or challenge ought to be made 4-Regular staff training to ensure that both the law and company policies / procedures are understood, up-to-date and applied consistently.

Appendix 4 - Conditions proposed by Northamptonshire Police and Environmental Protection

A) General – none
B) The prevention of crime and disorder – none
C) Public Safety: None
D) The prevention of public nuisance: Premises to open between 08:00hrs and 22:00hrs for the sale of alcohol
E) The protection of children from harm:
1. The premises shall install and maintain a CCTV system as per the minimum requirements: All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of a Responsible Authority officer throughout the entire 31 day period.
2. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises is open. This staff member must be able to provide a Responsible Authority officer copies of recent CCTV images or data within 24hrs when requested, in line with current Data Protection legislation.
3. There shall be a personal licence holder on duty on the premises at all times when the premises are open for Licensable Activities.
4. All sales of alcohol for consumption off the premises shall be in sealed containers only, and shall not be consumed on the premises.
5. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
6. The Premises Licence Holder will prominently display signage at the entrance to the Premises and at point of sale advising customers of the Challenge 25 proof of age scheme in operation at the Premises.
7. The Premises Licence Holder will prominently display signage at the entrance to the Premises and at point of sale advising that it is illegal to purchase alcohol on behalf of persons under the age of 18.
8. An incident log shall be kept at the premises, and made available on request to a Responsible Authority officer. It must be completed within 24 hours of the incident and will record the following: <ul style="list-style-type: none"> • all crimes reported to the venue; • any ejections of patrons; • any complaints received concerning crime and disorder; • any incidents of disorder; • any faults in the CCTV system, searching equipment or scanning equipment; • any refusal of the sale of alcohol; and • any visit by a relevant authority or emergency service.
9. Prior to undertaking any work at the Premises, paid or unpaid, the Premises Licence Holder shall ensure that any prospective employee is trained in the following: <ul style="list-style-type: none"> • The Licensing Act 2003 and the Licensing Objectives • The Conditions of this Premises Licence



<ul style="list-style-type: none">• Underage sales of alcohol and tobacco and the Premises' Challenge 25 policy• Proxy sales and sales of alcohol to persons who are drunk• Identifying non-duty paid products
10. Employee training shall be repeated every six (6) months and must take place at least twice in every calendar year.
11. The Premises Licence Holder shall record all employee training in the Premises' Employee Training Register a copy of which shall be kept at the Premises and made available for inspection by a Responsible Authority officer on request.
12. There shall be no self-service of spirits on the premises.
13. Prior to undertaking any work at the Premises, paid or unpaid, the Premises Licence Holder shall undertake a right to work check on any prospective employee to make sure that he or she has the right to work in the UK. The Premises Licence Holder will record this check in the Premises' Right to Work register a copy of which shall be kept at the Premises and made available for inspection by a Responsible Authority officer on request. It shall record the following: <ul style="list-style-type: none">• The name of the employee• The date of birth of the employee• A copy of the employee's photographic document proving his or her right to work in the UK• The date upon which the employee's status is to be reviewed and his or her right to work in the UK re-confirmed.

Appendix 5 – Comparison of proposed Conditions by applicant and consultees

Applicant's Proposed Operating Schedule	Proposed conditions from Northamptonshire Police and Health Protection
<p>a. Consideration must be given to the following: The Licensee, that is the person in whose name the premises licence is issued, shall ensure that all times when the premises are for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder.</p>	
<p>b.All entrances, exits and escape routes kept free of obstacles at all times.</p>	
<p>c.Health and safety at work act 1974 to be observed by taking steps for the safety of employees, customers, visitors and on site contractors.</p>	
<p>d.Keeping a health and safety risk assessment, accident book hazard analysis</p>	
<p>e.To follow the rules and adhere to policy and procedures lay down by the licensing authority at all times.</p>	
<p>f.Based on our experience with existing similar premises and customers demographics we do not anticipate any form of nuisance. Any incidents of a criminal nature that may occur on the premises will be reported to the Police.</p>	
<p>g.Provision of CCTV in operation.</p> <p>h.CCTV in operation (24hrs).</p> <p>i.CCTV to be installed to the current British Standard BS7958. This consists of: Head and facial recognition coverage. Recordable and retained for a minimum of 31 days. At least one member of staff should be on duty at all times who can operate, access, and download the images on request of the Police or Local Authority. Images will record in real time, ideally 25 frames per second, but a minimum of 12 frames per second.</p>	<p>1.The premises shall install and maintain a CCTV system as per the minimum requirements: All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of a Responsible Authority officer throughout the entire 31 day period.</p>
	<p>2.A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises is open. This staff member</p>



	must be able to provide a Responsible Authority officer copies of recent CCTV images or data within 24hrs when requested, in line with current Data Protection legislation.
	3.Premises to open between 08:00hrs and 22:00hrs for the sale of alcohol
	4.There shall be a personal licence holder on duty on the premises at all times when the premises are open for Licensable Activities.
	5.All sales of alcohol for consumption off the premises shall be in sealed containers only, and shall not be consumed on the premises.
j.No open vessels to be removed from the premises on or off licence sales.	
k.All reasonable steps to protect health safety and welfare at work of staff, customers, visitors and on site contractors by the design and layout of the premises, are prime objective of the management, hence keeping all access/ egress and fire escape routes clear at all times, provision of adequately visible signage.	
l.Regular servicing of all equipment.	
m.Avoid allowing drunken and disorderly customer to enter the premises and to refuse service to such persons entering the premises.	
n.Provision and regular servicing of fire distinguishers and training of staff in the correct use of them.	
o.Regular servicing of all safety equipment by qualified and registered person.	
p.Internal communications, logging and responding to complaints within time limits.	
q.Measures taken in noise controls.	
r.All customers will be asked to leave quietly.	
s.Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours.	
t.The Licensee shall ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons.	6.Employee training shall be repeated every six (6) months and must take place at least twice in every calendar year.
u.Training for appropriate staff.	7.The Premises Licence Holder shall record all employee training in the Premises' Employee Training Register a copy of which shall be kept at the Premises and made available for inspection by a Responsible Authority officer on request.
v.Records will be kept of training and refresher training. Public safety, personal safety, environmental protection. Duty of care (waste disposal).	8.Prior to undertaking any work at the



<p>w. Provide Training for staff to operate CCTV and to deal with drunken and disorderly customers. Staff shall refuse sale of alcohol to persons behaving in a disorderly manner and shall ask them to leave the premises.</p> <p>x. Continued training of all staff in handling of alcohol.</p>	<p>Premises, paid or unpaid, the Premises Licence Holder shall undertake a right to work check on any prospective employee to make sure that he or she has the right to work in the UK. The Premises Licence Holder will record this check in the Premises' Right to Work register a copy of which shall be kept at the Premises and made available for inspection by a Responsible Authority officer on request. It shall record the following:</p> <ul style="list-style-type: none"> • The name of the employee • The date of birth of the employee • A copy of the employee's photographic document proving his or her right to work in the UK <p>The date upon which the employee's status is to be reviewed and his or her right to work in the UK re-confirmed.</p> <p>9. Prior to undertaking any work at the Premises, paid or unpaid, the Premises Licence Holder shall ensure that any prospective employee is trained in the following:</p> <ul style="list-style-type: none"> • The Licensing Act 2003 and the Licensing Objectives • The Conditions of this Premises Licence • Underage sales of alcohol and tobacco and the Premises' Challenge 25 policy • Proxy sales and sales of alcohol to persons who are drunk • Identifying non-duty paid product
<p>y. To refuse service to troublemakers and reporting to local police of any unusual and abnormal activities being taken place by any individuals in or around the premises.</p> <p>z. The premises will maintain and update a refusal of alcohol registrar, and document made available upon request of the Police or Local Authority.</p>	<p>10. An incident log shall be kept at the premises, and made available on request to a Responsible Authority officer. It must be completed within 24 hours of the incident and will record the following:</p> <ul style="list-style-type: none"> • all crimes reported to the venue; • any ejections of patrons; • any complaints received concerning crime and disorder; • any incidents of disorder; • any faults in the CCTV system, searching equipment or scanning equipment; • any refusal of the sale of alcohol; and • any visit by a relevant authority or emergency service.



aa.Last resort police assistance to be sought.	
ab.Requirement for all children to be accompanied by adults.	
ac.All children must have adequate supervision.	
ad.Exclusion of children in and or around the alcohol sale area.	
ae.Requirement for all children to be accompanied by adults.	
af.All children must have adequate supervision at all time while they are present in the shop.	
<p>ag.In order to avoid underage sales of alcohol the following will be implemented at all times.</p> <p>1-A 'Challenge 25' age verification policy requiring proof of age by passport, photo driving licence or PASS accredited card.</p> <p>2-A 'challenge log' recording all challenges - where both sales and refusals result.</p> <p>3-A prompt or reminder to staff, at the point of sale, to consider whether a sale or challenge ought to be made</p> <p>4-Regular staff training to ensure that both the law and company policies / procedures are understood, up-to-date and applied consistently.</p>	<p>11.A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.</p> <p>12.The Premises Licence Holder will prominently display signage at the entrance to the Premises and at point of sale advising customers of the Challenge 25 proof of age scheme in operation at the Premises.</p> <p>13.The Premises Licence Holder will prominently display signage at the entrance to the Premises and at point of sale advising that it is illegal to purchase alcohol on behalf of persons under the age of 18.</p>